**City of Bayfield**

**Parks & Recreation Committee Minutes**

**November 4, 2021 @ 7:30 a.m.**

**Via Go to Meeting**

* Call to Order @ 7:37 a.m.
* Roll Call: Members Present: Bingham, Carrier, Fizell, Kitchell, Ray
	+ City Mayor & Staff: Mayor Ringberg; Kovachevich, Mather
	+ Recreation & Fitness Resources: Jacob Kaiser
* Welcome & introduce Jacob Kaiser, RFR Executive Director
* **Motion** to Approve Agenda: MC/DF: Motion carried (all approved)
* **Motion to** Approve Minutes from 10/7/21 meeting: SB/DF: Motion carried (all approved)
* Public Input on Agenda Items: None

Agenda

Permit Applications and Public Requests: None

Standard Update Reports: Sarah, Tom, Park Adopters

1. Playground Subcommittee Report: Mollie Carrier & Grace Hogan reported on behalf of the subcommittee:
	1. Desired equipment has been identified for both parks; a target fundraising goal of $180,000 has been identified ($60K for Cooper Hill; $150K for East Dock)
	2. Fundraising strategy and outreach letters and materials have been developed
	3. Fundraising efforts were launched last week.
		1. There was an effort to raise $30K of match for a grant for the Cooper Hill project by 11/1
		2. To date: $4500+ has been raised from 22 individual donations.
		3. Lots of community support has been expressed.
	4. A newspaper article in the Ashland Daily Press will be forthcoming.
	5. Work on the full plan is still underway.
2. Budget/Finance Report (operations, CIP balance, Dalrymple fees):
	1. Things look okay on the Ops. Budget. There was some question about why the wages were a little high and what the caused the water/sewer to be higher than planned. Tom K. will be able to provide more detail in December.
3. Big Ravine Preserve/Iron Bridge:
	1. Tom K. reported that the Tree Board, led by Dionne Johnston, cut the box elders out from the fencing around the spillway. All agreed that it’s nice to see that completed!
	2. Budget report: Kitchell summarized the current status and recommended spending plan.
		1. Reconciliation with the City Treasurer’s records will occur in December. This will identify the request for carryover.
	3. School wood shop class building 3 more benches: 1) on Larson donated property; 2) overlook point along East Rim; 3) location TBD.
	4. Use CIP General Funds ($2000) to rebuild stone steps by waterfall walkway: Will Krift will be hired in November per approval at September meeting.
	5. School Trail: planned contingency fund expenditures:
		1. Additional trail work to protect lower section from erosion: Will Krift plus volunteers; may require purchase of rock or other materials. Planned to start 11/2. If conditions prohibit this work, it will be deferred to 2022.
		2. Carryover funds into 2022 to stabilize and rehab. hillside: planting and stabilization plan:
			1. Keith Ray reported on his ideas about this planting. He proposes a “mass” planting of small hemlocks. These can be purchased from DNR as bundles of 100 for $69.00/ bundle. This would be more cost-effective than planting larger trees that might be less likely to survive. He also envisions doing some slope stabilization with logs to create some terracing. Then, there will be transplanting of some other understory species such as thimbleberry.
				1. Tom K. recommended asking DNR if they would donate plants.
				2. Once the concept is a little more solidified, it will be shared with the Tree Board for input.
4. Cooper Hill Park: Diane reported that there is still a lot of use and it’s nice to see.
5. Dalrymple Campground: Tom K. reported that he met on the ground with Randy Erickson from C&W. An estimate of $5500 was provided for clearing out an area for more sites (potentially 4). This would be done in the spring, followed by ditch work, culvert, driveways, etc. when there will be a clearer view of the site potential. The goal would be for 4 tent sites by next season; ultimately, the sites would be developed to accommodate larger camper vehicles. Tom would also seek a quote to extend the electrical to these new sites. When equipment is at the campground, leveling of other sites would be done.
6. East Dock Park: harbor project update: hoping to get started next week. They are waiting for some materials. Public works is replacing the handicap swing that was broken.
7. Halvor Reiten Park: looking good.
8. Turning Point Fountain:
9. Washington Ave.: Restroom door replacement will be completed before the end of the season by Lupino.
10. Waterfront Walk (Jake’s Park, Memorial Park Annex): still waiting for grant agreement from WCMP. Once that is signed, the City will go out with request for bids asap.

Other Parks/Trails Reports (if any):

1. Hillside Park (Baseball Field, School Garden) (under lease with school):
2. Soccer Field: Washburn may have some goals. Magdalen Dale met with RFR about a soccer program. Jacob K. reported that the cost of the goals is the sticking point, and it is not a funding priority for RFR. RFR would be supportive of a soccer program. Mayor Ringberg shared info. about the Cheq. Area soccer program as he was involved with its early establishment.
3. Fountain Park (BHA):
4. Korseberg Park (County):
5. Bayfield Area Trails (Kate):
	1. Town of Bayfield: working with Landmark Conservancy and BATs to acquire Big Ravine Headwaters Wetlands on Meyers-Olson Rd.

COVID-19 Report & Discussion: Mayor Ringberg reported on a spike in Iron River. He reminded everyone to wear masks, keep distance, and be kind.

Old/Ongoing Business

* Private Land Trail Crossings: Bench & plaque still in progress.
* Outflow pipes from School onto Big Ravine slope: coordinating with school

New Business:

* Parking Plan: Matt Carrier provided a report on the plan and the Parking Committee’s intentions to seek public review.
	+ **Action:** when the plan is ready for Committee review, Kitchell will circulate to the P&R Committee members for review & comment. These comments will be compiled prior to the next P&R meeting in December. Those comments will be discussed and then provided to the Parking Committee.
* Fiscal Sponsorship for Bayfield Area Trails: RFR Board has approved in concept. An agreement is being drafted for consideration at the November RFR BOD meeting.

Adjourn: **Motion** to adjourn at 8:57: SB/DF: Motion carried (all in favor)

Next Meeting: December 2nd @ 7:30 a.m.

Future meeting topics:

* Parking Plan Review: December
* Budget review: start to identify request for carryover.
* Outdoor Recreation Plan review and revision: January 2022.