

May 16, 2023 City of Washburn Parks Committee Meeting Minutes

5:30 PM Memorial Park

Members Present: Angel Croll, Susan Hall, Jeremy Oswald, Erika Lang

Municipal Personnel Present: Tonly Janisch, Asst. City Administrator
Gerald Schuette, Director of Public Works

Call to Order/Roll Call

Meeting was called to order at 5:46 PM. Four (4) of five (5) members are present; quorum is recognized.

Approval of Parks Committee Meeting Minutes

Motion made to approve Park Committee minutes of February 27, 2023 by Hall, second by Lang; Minutes approved unanimously.

Selection of Committee Chair

Motion made to nominate Maziasz as Committee Chair by Lang, second by Hall. Nominations closed by Oswald, second by Croll. Maziasz approved unanimously.

Selection of Recording Secretary

Motion made to nominate Hall as Recording Secretary by Croll. Hall declined.

Motion made to nominate Croll by Hall, second by Oswald, Croll approved unanimously.

Motion made to nominate Oswald as Temporary Chair by Lang, second by Croll. Oswald approved unanimously.

Updates from Public Works Department

Janisch:

- Memo from Scott Kluever regarding 2024 Budget Preparation Timeline. Informational only.
- Campgrounds opened: Thompson West End as of May 12; Memorial as of May 15. Several hosts are returning. A few seasonal agreements have recently cancelled with a few available in both campgrounds. Hall inquired about cancellation fee or refund. Tony said that is a question for Tammy.
- City of Washburn does accept group reservations for individual sites allowing for a discount of 25% off regular fee. To qualify, must be an official group (NGO yes, family reunion no); available May, June, September. A RV club of 30 vans will be here in September.
- Kayak outfitter “Paddle Ride” returning for 2023 season (which is May 15-October 15); no issues wither reported in 2022.

- Grant application status: 1. applied to DNR for Tennis Court expansion at Hillside Park; second application for campground expansion at Thompson West End. Will wait until 2024 to apply for trail at Memorial Park. 2. Washburn Community Education Foundation with Washburn on Wheels (WOW) for \$7500 to use for IMBA funding on determining location for pump track. 3. City did not receive grant to build music pavilion at Wikdal Park.
- Duluth-Superior Development has changed process for grant applications; it is more streamlined; deadline is in Spring.
- Hall noted grassroots interest in Pickle Ball at Eastside Tennis Court. Perhaps Bayfield County Health grant funds could be shifted from Hillside Park to Eastside Tennis Courts.

Schuette

- Memorial Park work: new main waterline installed thereby increasing number of hydrants from 4 to 8. Loop closest to Memorial Drive not expanded due to complications with utilities in vicinity; scheduled for Fall 2023. New cement walkway for bathroom to improved accessibility, but does not meet ADA standards. All lift station pumps are maintained.
- Thompson West End: Upgrade to artisan well by removing root infiltration in drain; trying to “dry out” the area. Graded pads at sites. At playground, removed edging, added pea gravel, added wood to boardwalk.
- Scheduled soon: Hillside Park tennis courts pressure wash, Walking Trail grade surface, bridge install near Washington Ave beach TBD.
- Lacking summer help.
- Budget requests include water upgrade at Thompson West End; address culverts and road surface condition at Thompson West End and boat launch. Purchase heavy equipment to replace aging ones.

Hall inquired about purchasing/placing trash cans along Walking Trail.

Janisch announced City Council approved Cooper Engineering for campground expansion design for both overflow and field areas. Additionally, the City of Washburn is in process of creating a formal agreement with the Washburn School District for the use of the athletic fields.

Update on Implementation of the Walking Trail Land Management Plan & WI Coastal Management Grant

- 2022 Coastal grant needs EPA form; waiting on status. Will provide funds for 2 entrance signs, bridge at Washington Ave., invasive control.

Discussion & Action of Recommendation for Certificate of Appropriateness for the Lakeshore Walking Trail

The signs designed for the Walking Trail must be approved by the Historic Preservation Committee and the City Council; Recommendation by Parks Committee will be submitted at their June meetings.

Signage to be placed at street entrances at 6th Ave, Washington Ave, and marina. Reroutes at 6th Ave and to accommodate Washington Ave bridge installation.

Motion made to recommend signage be place at three (3) locations plus trail reroutes as presented in park materials by Lang, second by Hall. Recommendation approved unanimously.

Discussion & Action on Updating the Lakeshore Parkway and Walking Trail Land Management Plan

No action taken.

Tour Memorial Park Campground & Discuss preparing Campground Development Plan

Points of interest or concern: bathrooms, lake access, shoreline stabilization (erosion), tree health, retired sites, yurt placement.

Adjournment

Meeting was adjourned at 7:46 PM

Angel Croll

Secretary, Parks Committee