

CITY OF WASHBURN
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NOTICE OF PARKS COMMITTEE MEETING

DATE: June 15, 2021

TIME: 5:30 p.m.

PLACE: Washburn City Hall

This meeting may have members participating via tele or web conferencing. Public participants can listen to the proceedings on-line at this link:

<https://us02web.zoom.us/j/89316337175?pwd=VFFnUHpKcEdRTmhUN2FYNXE2UFdoUT09> or by calling 888-788-0099 (Toll-free) and entering Mtg ID: 893 1633 7175 and Passcode: 061521. Limited seating will be available at the meeting and guests are asked to keep a six-foot distance from one another.

Agenda:

- Call to Order/Roll Call
- Approval of the May 18, 2021 Meeting Minutes
- Selection of Committee Chair
- Selection of Recording Secretary
- Updates from Public Works Department
- Update on Implementation of the Walking Trail Land Management Plan & WI Coastal Management Grant
- Discussion & Action Clean-Up Day at Coal Dock Beach, Joe Groshek
- Discussion & Action of Outdoor Recreation Plan; Eric Howell, NWRPC
- Future Topics
- Adjournment

It is possible that members of, and possibly a quorum of, other governmental bodies including the Common Council of the City of Washburn are in attendance at the above meeting. No action will be taken by any governmental body other than the Parks Committee.

May 18, 2021

CITY OF WASHBURN PARKS COMMITTEE MEETING

5:00 PM

Via In-person and Video Conference Call due to Covid-19

Members Present:

Jamie Cook, Angel Croll, Erika Lang, Jennifer Maziasz (Council rep)

Municipal Personnel:

Assistant City Administrator Tony Janisch, Public Works Director Gerry Schuette

Other:

City Councilor Karen Spears Novachek, Roger Aiken, North Coast Cycling Association

Absent:

Kyleleen Bartnick

Call to Order

Meeting was called to order at 5:02 pm by Maziasz. Quorum met.

Approval of the April 27, 2021 Parks Committee Meeting Minutes

Motion made to approve minutes by Maziasz, second by Croll. Motion carried unanimously.

Updates from Public Works Department

Public Works Director Gerry Schuette and Janisch gave the following updates:

Memorial Park opened last weekend and there were some challenges including a ruptured water main and the showers and faucets not working. Everything is now in working order. Public works staff will be finishing up repairs to the bridge soon. And then doing modifications to a few campsites. Staff has also been doing some landscaping to help with the mowing as it is taking a lot of time and resources to mow. The public works department will be looking at future update needs as some things were poorly patched and need to be addressed. The City will also be doing some sign updates. Finally, the walking trail down to the lake will be improved, replacing the old timbers/lumber with rock.

At Thompson's West End Park, we need to do some improvements to the playground equipment. This has been on the Parks Committee's radar and additional feedback has been shared by residents. Repairs/upgrades will be done soon. Additionally, at the beginning of the lakeshore walking trail, the sailing club will be relocated to the boat landing giving them better access and freeing up space at the beginning of the walking trail. Public works staff will be doing some maintenance along the walking trail including adding some topsoil to make it easier to maintain the trail and mow the edge. Some rock work may also need to be done. Schuette looked at the steps going down to the beach and recommends that the City has additional trail building contractors look at this as the City could use some help with building these. Lang mentioned there is a local trails contractor who is doing work in Bayfield and who has done work with CAMBA and elsewhere and he would likely be interested in this project and willing to give a cost estimate. Lang will arrange a site visit. The City can then seek additional grant funding for this project and others like it along the trail. Public works staff also placed and spread gravel along the walking trail.

Update on Implementation of the Walking Trail Land Management Plan and Discussion of Deliverables for Wisconsin Coastal Management Grant

Contracted work of the removal and control of invasive plants (targeting buckthorn and honeysuckle) will continue this summer and fall. There is still some work to do in the ravines, in front of the condos, and along the lakeshore. It would be beneficial to seed some of the more disturbed and exposed areas soon, perhaps with annual rye. Additional trees and shrubs will be planted next spring.

The Parks Committee needs to work on the welcome sign which is a deliverable of the current Wisconsin Coastal Management grant. We need to decide on a comprehensive plan/look for signage along the trail. Additionally, we need to determine content, sizes, materials, etc. Lang will work with Maziasz and Karen Spears Novachek as a representative from Washburn Heritage Association on this and will then bring ideas back to the Parks committee at the next meeting.

Discussion & Action of Property Donation/Easement – Roger Aiken, NCCA

Roger Aiken from North Coast Cycling Association (NCCA) presented information. There is a landowner near Memorial Park and the walking trail who would like to donate some of his land to the City of Washburn for trail access. The piece of land includes the old railroad corridor upon which a trail exists. It is currently being used by people for non-motorized recreation including walking and biking. However, there is no legal easement across this property allowing this use. The landowner is interested in donating this part of his property to the City of Washburn so this use can continue. Upon accepting the donation of land, the City would need to accept the responsibility of the maintenance of the property. NCCA is willing to help with the land survey (this is needed to divide that portion of land from the rest of what the landowner owns), title work, etc. The City's Plan Commission would need to discuss a donation of property.

Parks Committee members discussed the benefits of this donation and made the following points: this would secure recreational use of this trail; trail is close to city's campground; and trail could be extended past this point toward Gary Road creating more recreational opportunities. Lang made motion to recommend the acceptance of this property donation for non-motorized public use to City Council; second by Croll. Motion carried unanimously.

Mr. Aiken also informed the Parks Committee members that NCCA is looking at non-motorized recreational use of the old railroad grade to the north of the City of Washburn toward Gary Road. It seems that many landowners who own the old railroad grade would be supportive. NCCA would like to take the lead in speaking with some of the landowners in this stretch. If trail easements are granted, they could be held by the City of Washburn or Bayfield County. Aiken pointed out that local communities very much support trail access. A trail could be built to loop around the City of Washburn. Parks Committee members pointed out that they could continue discussing the idea of expanding trails during the outdoor recreation planning. Lang shared that the Bayfield Area Trails group put together trail easement options for landowners to consider and that could be shared with NCCA to help them guide them when speaking with landowners. Aiken also shared that NCCA would like to put up signs at both ends of the main trail in Washburn. Parks Committee members asked Aiken to share NCCA's sign ideas with the committee to make sure the style matches other signs in Washburn.

Discussion of 2022 Budget Preparation Timeline

Janisch shared that the City is starting its budget process for next year. Budget requests are due by July 23. Public works staff will provide some ideas and their recommendations as they relate to the parks. One idea includes updating and modernizing playground equipment in the campgrounds. Parks Committee members can also look at recent park surveys and identify needs; we can discuss this at the June meeting.

Adjournment

Meeting was adjourned at 6:23 pm.

Erika Lang
Secretary, Parks Committee

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Signage Thoughts:

Another deliverable of the Wisconsin Coastal Management Program grant is to create and install a large welcome/interpretive sign for the main entrance of the walking trail. Parks Committee members need to determine an appropriate size and structure, and Erika Lang and Jamie Cook will take the lead in asking other groups (including the Washburn Heritage Association) for their feedback and will work on content. It should also be noted that there are multiple signs and structures currently in this location including: the sailing club's equipment; the exercise equipment; a small sign at the native plant garden; a rock with a commemorative plaque; and a historical sign in a metal frame that sits at waist level. Further along the trail, there is the first large historical wooden sign which needs some maintenance. One location that could be used for the signage is near the rock with the commemorative plaque.

There are multiple examples of welcome signage to draw from. Here are photos of just a few examples:



Free standing sign with metal frame.



Sign mounted to kiosk. Could use back too. Could also install bench as part of kiosk.



Free standing with wooden frame.



More elaborate - could use a Brownstone base?



Simple, wouldn't draw as much attention