

**CITY OF WASHBURN**  
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## **NOTICE OF PARKS COMMITTEE MEETING**

**DATE:** October 19, 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/82055171436?pwd=YW1yY2xOWEZBTmx5aTJCR3A0WmoxUT09> or by calling 888-788-0099 (Toll-free) and entering Mtg ID: 820 5517 1436 and Passcode: 101921. Limited seating will be available at the meeting and guests are asked to keep a six-foot distance.

**Agenda:**

- Call to Order/Roll Call
- Approval of the September 21, 2021 Meeting Minutes
- Updates from Public Works Department
- Update on Implementation of the Walking Trail Land Management Plan & WI Coastal Management Grant
- Discussion & Action of Outdoor Recreation Plan, Parks & Recreation Inventory
- 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.

September 21, 2021

## CITY OF WASHBURN PARKS COMMITTEE MEETING

5:30 PM

Washburn City Hall and Video Conferencing

Members Present:

Jamie Cook, Angel Croll, Erika Lang

Municipal Personnel:

Asst. City Administrator Tony Janisch, Director of Public Works  
Gerry Schuette

Other:

Eric Powell, NWRPC

Absent:

Jennifer Maziasz (Council rep), Kyleleen Bartnick

### **Call to Order/Roll Call**

Meeting was called to order at 5:34 pm. Quorum met.

### **Approval of the August 11 and 17, 2021 Parks Committee Meeting Minutes**

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

### **Updates from Public Works Department**

Public Works Director Schuette and Asst. City Administrator Janisch gave the following updates:

- Electrical issues have been resolved at the campgrounds
- Walking trail updates were completed on the east/north end of the trail. Staff is also about 75% done installing a new bridge on the walking trail by the condos.
- Public works staff have started doing picnic table repairs
- On Oct. 18, parks campgrounds will close. Staff will then perform 2 weeks of maintenance to close everything and prep for winter
- Staff will soon be getting the warming shed at the ice rink ready, including flooring and minor updates
- Over the course of winter, the public works department will be working on Memorial Park's bathroom upgrade and installing new tile
- Public works submitted the annual budget to City Council. Depending on what is approved, the department would like to do upgrades to campsites and water and the roof on the bathroom at Thompson's West End campground
- For the parks budget, Janisch asked to have some money to be used as match for a future grant to Wisconsin Coastal Management Program as well as match for a grant that will be sought for the recreation trail near Memorial Park.
- City Council recently discussed a yurt but would like to pursue additional RV camping at Thompson's West End Park as this would produce a greater source of revenue. The camping area will have to be tied into existing sewer lines.

### **Update on Implementation of the Walking Trail Land Management Plan and Wisconsin Coastal Management Grant**

- Additional contract work will be done to remove/control invasive plants this fall including a foliar application on the smaller plants. We still need to organize a volunteer day to help haul cut plants as part of match for the grant.
- Janisch shared a draft of the interpretive sign that will be placed at the trail's main entrance on 6<sup>th</sup>. Committee members shared some comments including that the sign doesn't have to include all details of the area as there will be future signage with additional content at the other trail entrances. Lang will work with Janisch and Maziasz on the signage content and layout.
- Lang also reminded the committee that we need to order some plants for a spring 2022 planting as nurseries are taking orders now.
- Water bars are needed on some steep areas of the trail to better manage runoff. The steps leading down to the beach also need to be improved. These activities will be part of a future coastal management grant, and a trails contractor will be able to help.

### **Discussion & Action of Outdoor Recreation Plan; Eric Howell, NWRPC**

- Work and discussion continued on the Outdoor Recreation Plan.
- Eric reminded everyone that the Parks Inventory will feed into the Outdoor Recreation Plan's narrative
- The timeline should focus on 10 years
- The Parks Committee will start prioritizing improvement recommendations and will also be asking the public for feedback
- During the meeting, the Parks Committee members went through the inventory for Thompson's West End Park and Memorial Park

### **Adjournment**

Date and time of next meeting will be October 19, 2021. Meeting was adjourned at 8:01 pm.

Erika Lang  
Secretary, Parks Committee

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# City of Washburn Parks & Recreation Inventory Review

(Last Updated: 10/11/2021)

## THOMPSON'S WEST END PARK

### Existing Facilities:

- Campground
- Campsite Cable Hook-ups/Electrical sites and WIFI.
- Shower & restroom facilities in ADA compliance.
- Information kiosk and payment pipe
- Sewage dump station.
- Two Flowing wells.
- Festival area – across from pavilion.
- Covered picnic shelter.
- Picnic area.
- Swimming beach.
- Playground area.
- Boat launch & docks.
- Storm water conveyance pond.
- Volleyball sand area/pit



### Recommended Improvements:

- Improving infrastructure throughout park (i.e., water & sewer, roads and parking, trails and signage/kiosk, land/hardscape, public facilities)
- Replacement of playground equipment.
- Additional full-service picnic shelter/cabin.
- Extension of Lakefront Trail through park.
- Construction of year-round ADA compliant restrooms.
- Better access to Lake by pavilion (i.e., rollout dock)
- Construct roof structure overflowing wells and upgrade piping.
- Construction of gazebo by waterfront.
- Pathways and access trails in park that comply with ADA to establish a walkway from the playground/pavilion area to the bathrooms.
- Erosion control along lakefront.
- Improve existing campfire area by pavilion.
- Development of additional campsites/camping areas.
- Improve beach volleyball court
- Shelter for artesian well
- Invasive plant control as needed.
- Revisit Expansion of West End Park Master Plan for future improvements



# City of Washburn Parks & Recreation Inventory Review

(Last Updated: 10/11/2021)

## WEST END PARK BOAT LANDING

### Existing Facilities:

- Boat Docks
- Boat Launch
- Picnic Point
- Lakeshore Parkway Trailhead & Fitness Equipment
- Overflow Camping Area
- Paved & Grass Parking Area
- North Coast Community Sailing Instruction Beach & Storage Sheds



### Recommended Improvements: –

- Construction of ADA compliant restrooms
- Storm water management improvements.
- Construction of community center or pavilion (determine need and/or desire).
- Expand parking to accommodate larger boat trailer parking
- Addition of picnic tables and benches
- Landscaping and tree planting



## PUBLIC LANDS - THOMPSON WEST END PARK TO SOUTH CITY LIMITS

### Existing Facilities:

- Multi-Use Recreation Trail (ATV, snowmobile, biking, walking)

### Recommended Improvements:

- Extension of Lakefront Trail from Thompson's West End Park westward along lakefront to the south city limits (Summit Avenue).
- Construction of pedestrian bridge across Thompson Creek.
- Installation of signage along trails.
- Purchase additional lands.
- Construction of boardwalks over marshy areas of pedestrian trail.

# City of Washburn Parks & Recreation Inventory Review

(Last Updated: 10/11/2021)

## FORMER RAILROAD GRADE WITHIN CITY

### Existing Facilities:

- Multi-Use Recreation Trail (ATV, snowmobile, biking, walking)

### Recommended Improvements:

- Purchase or easement railroad right-of-way in private hands between Superior Ave. and Gary Road.
- Construction of silent sports trail between 4th Avenue East and Superior Ave.
- Improve existing railroad grade to multipurpose trail to include walking, biking, skiing.
- Install signage as required.
- Landscaping as necessary.



## LAKEFRONT HISTORIC WALKING TRAIL & PARKWAY

### Existing Facilities:

- Gravel trail from 6th Avenue West to 1st Avenue East
- Maritimes Trail & Historical signage
- Picnic tables and benches
- Parking & trail heads at 6th Avenue West, Washington Ave. & Marina.
- Bridges over ravines
- Fitness Area and Equipment
- Native species habitat.
- 6th Avenue West to Washington Avenue is ADA accessible
- Unguarded beaches

### Recommended Improvements:

- Improve trail heads and parking lots.
- Improve trail & bridges according to ADA standards.
- Improve trail erosion, sedimentation and native species plantings, factoring climate change.
- Install additional benches and picnic tables.
- Relocation of trail within Washburn Marina.
- Expansion of trail from 1st Avenue East to Memorial Park.
- Review & update of management plan every three years.
- Renovation of trail between Washington Avenue and Marina with switchbacks and bridges across ravines according to ADA standards.
- Expansion of picnic or pet exercising areas.
- Dog poop bag stations at trail heads
- Expansion & Improvement of Maritime Trails, historical and informational signage within parkway.
- Construct Picnic Pavilion & Restroom at Washington Ave. Trailhead.





# City of Washburn Parks & Recreation Inventory Review

(Last Updated: 10/11/2021)

## COAL DOCK BEACH & TRAIL/PARKWAY EXTENSION

### Existing Facilities:

- Beach
- Gravel trail
- Overlooks with benches

### Recommended Improvements:

- Upgrade parking at beach area
- Install stairway access from picnic area
- Replace/upgrade benches
- Install picnic tables
- Construction of premier (yurt style) campsite
- Purchase beach grooming equipment



## WASHBURN MARINA

### Existing Facilities:

- 138 Boat slips Plus five (5) transient slips
- Piers & Docks with electric and water hook-up
- Outdoor boat storage
- Boat lift
- Covered picnic shelter
- Store
- Petroleum sales
- Boat launch
- Fish cleaning station
- Paved and unpaved parking areas
- Restrooms & shower facilities
- Office building and repair building
- Lounge

### Recommended Improvements:

- Landscaping/aesthetic improvements as practical for operations, improve appearance of main entrance area.
- Build enhancements to/better delineate lakefront trail
- Construction of additional five to eight transient slips on pier 4
- Relocation of lakefront trail.
- Repair and expansion of parking areas.
- Asphalt Central Avenue down to beginning of Coal Dock; delineate parking in that area; add rip-rap along shoreline
- Provide ADA Dock/Lift facilities to pier(s)
- Expand boat storage facilities



# City of Washburn Parks & Recreation Inventory Review

(Last Updated: 10/11/2021)

## COMMERCIAL DOCK

### Existing Facilities:

- Mooring bollard for commercial boats
- Transloading and storage space available
- Fishing area

### Recommended Improvements:

- Not identified



## ATHLETIC FIELDS & SKATE RINKS

### Existing Facilities:

- Regulation softball field with dugouts
- Regulation baseball field with dugouts and scoreboard
- Regulation little league field with dugouts
- 2 ice rinks
- Restrooms, concession stand, warming building
- Parking and access road

### Recommended Improvements:

- Additional tree planting and landscaping.
- Electronic scoreboards at all fields.
- Installation of lighting at fields.
- Connect lakefront parkway walking trail through park.
- Reconstruct east skating rink (hockey) basin to hold water better
- Improve waterlines for ice rink flooding.
- Installation of bleachers at all fields.
- Extend water lines to softball field and little league field.
- Construct covered picnic pavilion(s).
- Prepare park development management & usage plan for Athletic Fields Park.
- Develop/Construct Pump Track
- Develop/Construct Curling rink
- Install basketball hoops on blacktop at ice rink area.
- Update warming shed to be all year-round bathroom/concession usage.





# City of Washburn Parks & Recreation Inventory Review

(Last Updated: 10/11/2021)

## MEMORIAL PARK

### Existing Facilities:

- Campground
- Covered picnic shelter
- Dump station
- Electric and cable TV service to some sites and WIFI. – Electric, Cable & Wi-Fi in all sites.
- Playground
- Historic kitchen building (no water, plumbing)
- Picnic areas
- Pathways and bridges across ravines
- Restrooms and shower building
- Information kiosk and payment pipe
- Parking area
- Archway Entrance (South 6th Avenue East)
- Trail to lake access
- Firewood Shed

### Recommended Improvements:

- Improving infrastructure throughout park (i.e., water & sewer, roads and parking, trails and signage/kiosk, land/hardscape, public facilities)
- Replacement of playground equipment.
- Replace full-service picnic shelter/cabin.
- Update/remodel to meet ADA compliant restrooms.
- Pathways and access trails in park that comply with ADA
- Evaluation and implementation of erosion control along lakefront.
- Create/Improve existing campfire area by pavilion.
- Development of additional campsites/camping areas (yurt, primitive camping, Glamping).
- Install beach volleyball court/multi-purpose recreational area
- Invasive plant control as needed.
- Preparation of campground development plan.
- Expansion/connection of trail through park and old railroad to create inner city trail loop.
- Rebuild caretaker's house for historic purposes.
- Seek opportunities to acquire adjacent lands to expand Memorial Park?



## City of Washburn Parks & Recreation Inventory Review

(Last Updated: 10/11/2021)

### INTER-COMMUNITY TRAIL

#### Existing Facilities:

- None

#### Recommended Improvements:

- Partner with other governmental entities and interested parties to connect Washburn trail system with other community trails.
- Prepare recreational trail plan over abandoned railroad corridor between Washburn and Ashland for mixed use activities.
- Prepare recreational trail plan over abandoned railroad or existing highway corridors between Washburn and Bayfield for silent sports.
- Legal work to purchase lands and acquire easements as necessary.
- Surface trail with gravel or asphalt as warranted.
- Provide trail heads and parking as needed.
- Prepare maps and trail brochures.
- Undertake clearing and grade trail as necessary.

### DUPONT LINEAR TRAIL/PARK

#### Existing Facilities:

- None

#### Recommended Improvements:

- Consider feasibility as part of larger network of silent sport trails.

### WASHBURN GREEN CIRCLE TRAIL – CONCEPTUAL

#### Existing Facilities:

- None

#### Recommended Improvements:

- Consider feasibility for network of trails, connecting parks and existing trails.
- Prepare trail development plan.

### TRIANGLE PARK

#### Existing Facilities:

- Flower gardens
- Benches

#### Recommended Improvements:

- Replace/upgrade benches.
- Landscaping as necessary
- Construct sculpture.
- Improve current walkway, ADA compliant.



# City of Washburn Parks & Recreation Inventory Review

(Last Updated: 10/11/2021)

## JACKIE'S FIELD

### Existing Facilities:

- Playground set; swings and slide
- Benches
- Exercise equipment
- Free Little Library
- Sandlot ball field
- Picnic tables
- Gravel parking lot

### Recommended Improvements:

- Construct covered picnic shelter.
- ADA compliant pathways throughout park.
- New backstop and fencing at ball field.
- Construction of soccer field.
- Extend utilities to park
- Construction of restrooms; potable water.
- Add more picnic tables.
- Landscaping as necessary.
- Improve storm water handling.
- Feasibility of splash pad.



## EAST SIDE TENNIS COURTS

### Existing Facilities:

- Tennis courts
- Benches
- Fencing
- ½ court basketball court
- Tennis backboard

### Recommended Improvements:

- Resurface tennis courts and include Pickle Ball striping
- Install drinking fountain.
- Remove basketball court.
- Provide ADA compliant pathway access.
- Replace/upgrade benches.
- Renovate tennis court lighting.
- Landscaping as necessary.
- Improve signage.
- Improve storm water handling.



# City of Washburn Parks & Recreation Inventory Review

(Last Updated: 10/11/2021)

## LEGION PARK

### Existing Facilities:

- Veteran's Memorial
- Flag poles
- Flower gardens
- Pathways
- Benches & picnic tables
- Bus stop shelter

### Recommended Improvements:

- Prepare park development plan.
- Extend utilities to park, with potable water.
- Replace pathways with ADA compliant walkways.
- Renovate and expand flower gardens and landscaping as needed.
- Upgrade/replace benches and picnic tables.
- Reimagine veteran's memorial.
- Construct sculpture.



## CITY HALL PLAZA

### Existing Facilities:

- Fountain
- Lighting
- Walkways
- Flag poles
- Flower gardens
- Benches & picnic tables

### Recommended Improvements:

- Replace/upgrade plaza lights
- Replace/upgrade plaza walkways
- Replace/upgrade benches & picnic tables
- Landscaping as necessary





# City of Washburn Parks & Recreation Inventory Review

(Last Updated: 10/11/2021)

## WIKDAL PARK

### Existing Facilities:

- Benches
- Lighting
- Picnic tables
- Flower gardens
- Informational Kiosk

### Recommended Improvements:

- Prepare park development plan.
- Renovate flower gardens and landscaping as needed.
- Construct gazebo or band stage.
- Upgrade/Install utilities for outdoor lighting and restrooms.
- Construct ADA compliant walkways.
- Install drinking fountain
- Place benches and picnic tables.



## HILLSIDE PARK

### Existing Facilities:

- Playground
- ½ court basketball court
- Benches & picnic tables
- Tennis courts
- Sand lot ball diamond
- Tennis backstop

### Recommended Improvements:

- Resurface tennis courts.
- Renovate, upgrade, and expand playground.
- Extend utilities and potable water.
- Construct covered picnic shelter.
- Landscaping as necessary
- Construct ADA complaint pathways and access
- Renovate tennis court lighting.
- Fence sand lot ball diamond.
- Replace/upgrade benches and picnic tables.
- Construct parking lot.
- Expansion of picnic or pet exercising areas.
- Install signage as necessary.
- Feasibility of splash pad.

