

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

NOTICE OF PARKS COMMITTEE MEETING

DATE: Tuesday, December 19, 2023
TIME: 5:30 p.m.
LOCATION: 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/84268025300?pwd=VS9lTyt2QUFNNSkI5N0kzK3lvLysydz09> or by calling 888-788-0099 (Toll-free) and entering Mtg ID: 842 6802 5300 and Passcode: 121923.

AGENDA:

- Call to Order/Roll Call
- Approval of the November 15, 2023 Meeting Minutes
- Discussion & Action on Bike Park Development - Liz Grades, IMBA, presentation
- Updates from Public Works Department & City Administration
- Discussion & Update on Implementation and Updating the Lakeshore Parkway & Walking Trail Land Management Plan & WI Coastal Management Grant
- Discussion & Action on Cable TV service at Campgrounds
- Discussion of creating Park Designated Fund Budget
- 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.

November 15, 2023

City of Washburn Parks Committee Meeting Minutes

5:30 PM

Washburn Public Library

Members Present:

Jeremy Oswald, Susan Hall, Angel Croll, Jen Maziasz,
Erika Lang

Municipal Personnel Present:

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

Absent:

none

Call to Order/Roll Call

The meeting to order at 5:32 PM; five (5) of five (5) members are present; quorum is recognized.

Approval of Parks Committee Meeting Minutes

Motion was made by Oswald to approve Park Committee minutes of September 19, 2023, seconded by Hall; Minutes approved unanimously.

Discussion & Action on Eastside Tennis Court Improvements

Jeff Olsen, President, of Washburn Tennis & Pickleball Association, reached out to the City regarding improvements to the Eastside Tennis Courts. Current courts do not meet US tennis Association requirements. However, the area is large enough for four pickleball courts. The WTPA is seeking permission to source funding for improvements and would like to partner with the City. The estimated costs for conversion to pickleball courts is \$65,000. Private funding sources have already been identified. Motion made by Oswald to recommend that the Eastside Court Pickleball Improvements move forward to Council; second, by Hall. Motion approved unanimously.

Updates from Public Works Department & City Administration

Public Works Director Schuette provided the following updates:

- 2024 budget has been approved by City Council which includes many projects related to parks. Focus will also be on aesthetics. Gerry is seeking guidelines for improvements, ex signage.
- 2023 Projects remaining: Memorial Park men's bath tile; drainage at artisan well in Thompson West End Campground.

Asst. Administrator Janisch provided the following updates:

- MOU executed with Washburn School District for Ballfields.
- Provided campground occupancy statistics.

- Direct Legislation/Referendum was voted down by City Council. Discussion of potential contract for campground expansion is before April election.
- City Council at November meeting approved campground expansion and to go out to bid with alternatives.
- Discussion ensued regarding no landscaping included with expansion designs or bids.
- City Council approved Parks committee members to receive a per diem of \$75 per meeting starting January 2024.
- City Council was approached by a resident requesting the vacation of Triton Ave., (part of Dupont Park); Council approved motion to send to Plan Commission.
- Kløver requested budget for Parks Designated Fund. There is currently approximately \$200,000 in the fund.

Update on Implementation and Updating of the Lakeshore Parkway & Walking Trail Land Management Plan & WI Coastal Management Grant

- 2023 Wisconsin Coastal Management grant is still waiting for paperwork before work can commence.
- City is on hold with the invasive control contract; Bay Area Environmental Consulting has dissolved its partnership. The owners are dividing up their customers.
- Small group regarding invasive control on Walking Trail needs to meet. The Subcommittee for updating the plan has not met.

Adjournment

Meeting was adjourned at 7:50 PM

Angel Croll

Secretary, Parks Committee

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To: Parks Committee
From: Tony Janisch, Assistant City Administrator
Re: Bike Park Development
Date: December 11, 2023

Representatives from the International Mountain Bike Association (IMBA) were in Washburn on October 16th & 17th for an onsite tour to assess the four potential locations for a Bike Park. A public discussion was also held in the evening of Oct. 16th, at the library, to garner feedback for concept design and amenities.

Liz Grade, from IMBA, will be presenting recommended locations(s), concept design and amenities for a potential bike park in the City.



SKILLS ZONE - PREFABRICATED PLAY FEATURES



SKILLS ZONE - NATURAL PLAY FEATURES



BIKE PLAYGROUND - ENTRY LEVEL SKILL FEATURES



BIKE PLAYGROUND ENTRY LEVEL SKILL FEATURES



TOT TRACK - ENTRY LEVEL PUMPTRACK (ASPHALT)



TOT TRACK - ENTRY LEVEL PUMPTRACK (CONCRETE)



FULL SIZE PUMPTRACK - 4FT TO 6FT TALL FEATURES



FULL SIZE PUMPTRACK - 4FT TO 6FT TALL FEATURES



SLOPESTYLE ZONE - BEGINNER LINE (ALL ROLLABLE)



SLOPESTYLE ZONE - INTERMEDIATE LINE



SLOPESTYLE ZONE - ADVANCED LINE



SLOPESTYLE ZONE - ASPHALT SURFACING

Prepared by:



BIKE AMENITY EXAMPLES



GRAVITY ZONE - BEGINNER LINE



GRAVITY ZONE - INTERMEDIATE LINE



GRAVITY ZONE - ADVANCED LINE



GRAVITY ZONE FEATURES (ALL HAVE RIDE-A-ROUND)



TRADITIONAL XC - NATURAL SURFACE SINGLE TRACK



TRADITIONAL XC - OPTIONAL LINE WITH FEATURES



ELEVATED START ZONES FOR ALL TRAIL OPTIONS



NO MAINTNENCE CHIP SEAL SURFACING



VIEWING AREA - SHADE STRUCTURES



LIGHTING OPTIONS



BRANDING OPTIONS



SIGNAGE OPTIONS

Prepared by:



BIKE AMENITY EXAMPLES

BIKE AMENITY FEASIBILITY FOCUS AREAS

WASHBURN WISCONSIN

AUGUST 2023

Legend

- Focus Area
- Wetlands
- Focus Area Boundary
- Tax Parcels
- Buildings/Structures
- Roads



FOCUS AREA 4: CITY PROPERTY INDICATED NW OF SCHOOL



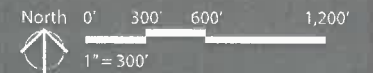
Prepared for:



Prepared by:



Note: This map is intended for planning purposes only. Property boundaries are Approximate. Do not use for design development or construction estimates.



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To: Parks Committee
From: Tony Janisch, Assistant City Administrator
Re: Cable TV Service in Campgrounds
Date: December 11, 2023

Cable TV has been an amenity in the campgrounds for a long time. This service has been provided to campers with the cost of their site fee. Each campsite, at both campgrounds, has a pedestal with the Cable hookup. Campers check out a box & cable from the host and connecting to their tv, then have access. Each Spring, before the campgrounds open, City Hall staff test each of the cable boxes and replace batteries in remotes. Throughout the years, when boxes need replacement, we've had difficulties receiving these from the provider at times.

As technology advances, the current cable system at the campgrounds is out-of-date and will eventually be disconnected. This past summer, we had several campers experience problems with connection to the cable service. Our provider, Spectrum, is recommending an upgrade of our system to a fiber network. Of course, this would come with additional costs.






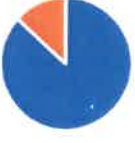
The City currently pays around \$660/month for cable services at both campgrounds. This includes the months that the campgrounds are closed. Upgrading the service would cost \$1,340/month for a 3-year contract for 50 sites or \$939/month for a 5-year contract for 50 sites. So, for both campgrounds, the costs would be double per month. The \$1,250 installation costs would be waived.

Seeing the significant cost increase to upgrading the service. The question arises if we should eliminate cable service at the campgrounds. In June, we surveyed the seasonal & long-term campers for their thoughts on having cable available. Fifteen (15) surveys were returned. Please find the results.

We ask the Parks Committee for any thoughts or recommendations moving forward.

Cable TV Service in Campgrounds Seasonal/Long-term Camper Survey

June 2023

	Yes	No	N/A	
Do you believe that the cable TV service provides value to the campgrounds?				
West End	7	0		
Memorial	0	8		
Total	7	8		
Would you like to see the City continue to provide cable TV service?				
West End	5	0	2	
Memorial	0	8		
Total	5	8	2	
Even is there is an increase in fees to do this?				
West End	2	4	1	
Memorial	0	7	1	
Total	2	11	2	
If TV services were no longer offered in Washbrn campgrounds, would you still come here?				
West End	4	2	1	
Memorial	8	0		
Total	12	2		
Do you utilize satellite television services such as Dish?				
West End	0	6	1	
Memorial	0	7	1	
Total	0	13	2	
Do you believe the Wi-Fi service needs to be further improved?				
West End	6	1		
Memorial	7	1		
Total	13	2		

Comments:

West End

Wi-Fi is important in todays world. Many people can work remotely, so they can be here enjoying our city & lake. Many people spend the entire summer here so TV is important to have.

Can the dumpsters in the entrance be moved? Smell & flies at out site. On Saturday when we return there are many cars parked around the flowing well. No parking sign would be appreciated. They could park down by the pavillion. They appear to be bicyclers. Had to replace 4 sets of cable boxes, 3 didn't work, pexilated pictures. Don't know if 4th worked, told them to get new cables.

Water & ewer is 100 times more important than cable TV. The biggest problem in the front rows & beach is goose poop.

Entry road needs work from sites 1-18. Potholes, picnic tables need repairng. Several dead trees need to be removed before they fall over and hurt someone. Cable box problems, tried every trick I could think of. Used cable hook-ups on sites on the other side of #45. Same picilated results. Finally had to buy new cables from pedistal to RV and from cable box to TV.

I get all my TV service from Wi-Fi. I feel water & sewe are more important, most RV parks charging \$800+ a month provide those amenities to at least most of their sites. Culverts that have been exposed need blacktop to level the streets. 2 areas.

Memorial

More water in the North loop, on the west end.

We do not use cable so if cost increqases we may need to reconsider our seasonal here.

Fix the water heater, etc. So we donn't have to pay for cold showers.

We feel that everything is perfect here.

I don't think cable or satellite TV are good value for the campground. Most people are now streaming over wi-fi. Improving and maintaining good wi-fi service in the campground would be the best value.

I do have my own wi-fi connection. Not necessarily needed unless I am unaware of need. If I don't have my own wi-fi in the future and raises cost to camp! I am not wanting further costs to effect price to camp.

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To: Parks Committee
From: Tony Janisch, Assistant City Administrator
Re: Park Designated Fund
Date: December 12, 2023

The City Administrator has asked the Park Committee to develop a budget for the Park Designated Fund. This Fund has been around for as long as anyone can remember for the purpose of providing funding for improvements to city parks. On rare occasions, it has been used to pay for urgent maintenance needs at parks/campgrounds; but this is not the intended purpose.

The Park Designated Fund is funded through campground and pavilion usage. A portion of the daily campground site fee is deposited into this fund, currently \$5 per night; and all of the pavilion rental fee is placed in here.

This Fund is also used as the depository for donations to special projects, like the Jackie's Field playground funding or the new ballfield and fencing at the Athletic Field. The Fund is also used for grant funded projects used as match for projects or used to pay for contractor/services before grant reimbursements are received. An example of this would be the current project for coastal restoration engineering at Memorial Park.

At the meeting we will begin discussion on how to proceed with developing this budget.