

July 16, 2019

## CITY OF WASHBURN PARKS COMMITTEE MEETING

5:30 PM Washburn City Hall

Present: Members:

Jennifer Maziasz (council rep), Jamie Cook, Erika Lang, Wendy Reese, Kyleleen Bartnick

Municipal Personnel:

City Administrator Scott Kluver, City Administrative Assistant Tony Janisch, Public Works Director Bob Anderson, Mayor Richard Avol

Excused Absence(s):

None

### **Call to Order**

Meeting was called to order at 5:32 pm by Maziasz.

### **Approval of the May 21, 2019 Parks Committee Meeting Minutes**

Motion made to approve minutes by Reese; second by Cook. Motion carried unanimously and minutes were approved.

### **Discussion on 2020 Budget Preparation Timeline**

Maziasz reminded the committee that general fund operating budget and capital expense requests must be submitted to the City Administrator by 8:00 am on July 22, 2019. As such, now is the time for the committee to discuss and decide upon budget requests. The Finance Committee will meet between September 10 and October 11, and report their recommendations to City Council on October 14. Park Committee members reflected on the need to continue to complete campground improvements at Memorial Park and Thompson's West End. Motion made by Bartnick to request that the City's Finance Committee allocate \$7,500 from the park budget for campground Improvements; second by Cook. Motion carried unanimously.

### **Update on Little League Baseball Field Construction**

Bob Anderson gave an update on the construction. Ashland Daily Press recently published an article featuring the project which was great. The field is being constructed at the north end of the complex. The topsoil is in and has been seeded. Approximately \$15,000 is still needed to get everything up and running as the goal is to construct a regulation little league field. Anderson has met with some potential donors and will continue to follow-up. There may be an opportunity to receive a donation from Bremer Bank, and a donation of labor from the Washburn high school to build the dugouts.

### **Discussion & Recommendation on Dog Park Location and Plan Details**

Committee members reminded everyone that the Parks Committee has been discussing a potential dog park and possible locations for several months. Several locations have been evaluated, all on City property. At the May meeting, local residents attended the meeting and

stated that they were concerned about a dog park being constructed near the cemetery for several reasons. Due to this, the Committee has continued to evaluate additional sites. Reese presented a handout outlining the dog park proposal. A small group of people evaluated a couple of city properties and have concluded that a site adjacent to the walking trail is what they prefer. This would be preferred because it is best to locate a dog park within walking distance of center of town so it is part of the community, and it could also be incorporated with the walking trail.

They presented the following information:

- They propose to use one of the sites along the walking trail that was mowed last year.
- For funding, there are grants available. Additionally, the City could ask for an annual fee from users. Approximately \$27,000 would be needed for a one-acre size lot.

Motion made by Bartnick to open the floor; second by Cook. Motion carried unanimously.

Supporters of the dog park made the following additional comments:

- Fencing could be a combination of wood and steel to blend in better with the natural environment of the lakefront.
- The dog park could set off of the road and trail a bit to provide more of a buffer.
- A shade structure could be constructed if there aren't any existing trees to work with.
- An article titled Public Health Considerations Associated with the Location and Operation of Off-Leash Dog Parks was shared with the committee.

Committee members discussed the following next steps:

- Survey community residents to learn if the majority of the residents support a dog park and if so, what location. A survey could be created and shared via the City's Facebook page and via the Washburn Chamber of Commerce. A conceptual drawing should also be shared, as well as marking the potential areas on the sites. Reese and Bartnick will work on the survey design, and City staff will share the survey with residents to participate. Lang and Reese will meet to mark the potential areas on the sites. Survey results will be brought to the Parks Committee, hopefully in August if results have come in. Motion made by Cook to close the floor; second by Bartnick. Motion carried unanimously.

### **Discussion & Recommendation on Walking Trail Maintenance Plan**

Lang and Bartnick continue to work on updating the walking trail maintenance-management plan. They will have a draft for the Parks Committee to review at the August meeting. The Parks Committee members brainstormed additional people to ask to review the draft plan beyond the community's natural resource experts. Additional people who might be interested could be the Harbor Commission, Vicki Alldritt, Becky Brown, Karen Kozie, and the Washburn Business Alliance. Lang and Bartnick also presented the recommendation for the City to pursue a Wisconsin Coastal Management Program grant to help begin to implement the plan. Grant proposals are due in early November. For a project totaling less than \$50,000, the applicant would have to provide 50% match which could be in the form of in-kind or cash match. There are other grant opportunities as well.

Motion made by Bartnick to open the floor; second by Cook. Motion carried unanimously. Maziasz shared that it while it would be best to have a plan approved by City Council before grant proposals are sought, this will take time. It might be possible to still seek a grant, if it is for activities that should be implemented even in the absence of an updated plan. To be able to implement some activities, Parks Committee members agreed that it would be useful to have funding allocated from the park budget for invasive plant management and general vegetation management in the natural areas adjacent to the walking trail. Motion made by Bartnick to request that the City's Finance Committee to allocate \$5,000 from the park budget for invasive plant management and general vegetation management in the walking trail area; second by Reese. Motion carried unanimously.

### **Future Topics**

- Communication/Informational Materials at Park Kiosks
- Future Location of North Coast Sailing

Motion made by Bartnick to adjourn meeting at 7:12 pm, second by Cook. Motion approved unanimously.