

5:30 PM Via In-person at Thompson's West End Park

Members Present: Jamie Cook, Erika Lang, and Angel Croll

Municipal Personnel: Assistant City Administrator Tony Janisch

Absent: Jennifer Maziasz (council rep), Kyleleen Bartnick

Call to Order

Meeting was called to order at 5:43 pm by Janisch. 3 members present so there was a quorum.

Approval of the August 18, 2020 Parks Committee Meeting Minutes

Motion made to approve minutes by Cook, second by Croll. Motion carried unanimously and minutes were approved.

Updates from Public Works Department

Janisch gave update.

- Funding for the baseball field fencing is secured; came from a private donor as well as City money through a property sale. An installer has been contacted, and installation will occur in late fall. Cook is coordinating the installation of the dugouts. The materials on on-site and they will be installed before the fencing. Washburn Ironworks donated sand for the in-field. Improvements have been made to the other fields as well.
- New rubber flooring is needed in the warming house/shed at the ice skating rink. The asphalt under the rink will be sealed this fall.
- It has come to the attention of the City that the tennis courts on East Third Street need some attention. The court surface needs to be evaluated for likely re-surfacing. Perhaps the Parks Committee should evaluate this park.
- The informational kiosk in Wikdal Park is finished.
- The City Council recently signed an agreement to do an updated comprehensive plan which will also include a recreation plan. The City's Plan Commission will lead the effort and the Parks Committee will also have a role, especially when it comes to the recreation plan.
- Now that fall is here, the campgrounds have some empty spaces in them. It was a good year for the campgrounds. The City is still cleaning the bathrooms twice/day and will do so through the rest of the year until when campgrounds close on October 15. The City hopes to still get some things done in the campgrounds before winter.
- Memorial Park now has a new road to provide better access for campers. 5 sites will have electric. The City is also evaluating the location of the potable water as some sites are not easy to get to.
- The West End Dock is still in progress.
- The commercial use permit that was issued to the kayak outfitter in the City has been revoked.

Update on Implementation of the Walking Trail Land Management Plan

- Lang reported that she is working on the questionnaire that Wisconsin Coastal Management Program needs before releasing funds. Removal/control of invasive woody plants can occur into winter as long as temperatures remain favorable.
- A picnic table was replaced.
- The new access road to the lift station still needs to be stabilized.

- An interpretive sign for the entrance to the lakeshore parkway is part of the project that is being funded by Wisconsin Coastal Management Program. The Parks Committee will work on developing content and design over the winter.

Update from Permitting of Commercial Usage in City Parks Working Group

Cook, Croll, and Maziasz have been working on this with City staff and the Mayor. Thus far, they have discussed the extent of uses and looked at other cities for examples including details about what type of uses, fee scheduling, etc. The Working Group intends to come up with a draft ordinance by December and will present it to the Parks Committee. The goal is to be ready for winter.

Discussion & Action of Inventorying City Parks and Check List Walkthrough

The Parks Committee members and Janisch used the checklist to evaluate Thompson's West End Park. The following things were noted:

Playground:

- Surface needs to be relevelled and additional gravel is needed in some areas.
- The slide landing pad needs to be repaired/replaced.
- In various locations on the playground equipment, some screws and/or bolts need to be replaced or tightened. Some boards and posts need to be replaced as well.
- One of the willow tree's limbs is growing into the playground equipment and putting pressure on it causing some warping of the playground structure. It could be trimmed.
- The swings' pads need to be cut out and filled in with gravel.
- The box elder tree and willow tree both could be trimmed to improve access.
- The playground sign is old and could be replaced to convey updated information.

Pavilion/Picnic Shelter:

- There is a crack in the cement foundation, and could be sealed.
- The drip edge of the roof is holding moisture and wicking moisture up into the roofing material. The fascia board should be replaced and when installed, it should completely cover the drip edge.
- The picnic tables need to be painted/stained.
- While the volleyball court is in a soggy spot, it has adequate sand. The posts of the old volleyball court should be removed.
- The birdhouse structure needs to be moved and monitoring it for bird use might be a good idea.

Trees and Plant Material:

- We should add a question about the presence, density, and type of invasive plants.

Other Observations:

- Some of the signs could be put in more appropriate locations based on relevancy.

Future Topics

- Continue parks inventory/evaluation
- Update on Implementation of the Walking Trail Land Management Plan
- Commercial Usage update
- Bayfield Street (Highway 13) update
- Recreation plan development

Adjournment

Meeting was adjourned at 7:25 pm.