



Take notice that a meeting of the Ashland City Council will be held on Tuesday, March 28, 2023 in- person in the City Hall Council Chambers, 601 Main Street W. Ashland, WI with the availability to attend virtually. Meeting will begin at 6:00 PM to consider and act upon the following agenda.

To join the meeting from your computer, tablet or smartphone:
<https://global.gotomeeting.com/join/500263957>

Or dial in using your phone. United States (Toll Free): 1-877-309-2073 Access Code: 500-263-957

Please contact the Clerk's office if you require accommodations to attend the meeting.

Tuesday, March 28, 2023 Ashland City Council Meeting Agenda

1. CALL TO ORDER

A. Roll Call, Moment of Silence and Pledge of Allegiance

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

A. March 14, 2023 City Council and Committee of the Whole Meeting Minutes

4. CITIZEN PARTICIPATION PERIOD

5. MAYOR'S REPORT

A. Announcements

B. Appointments

6. CONSENT AGENDA

A. Approve to Accept Funds from Bayfield County Ad Hoc Emergency Medical Services Advisory Committee (*Fire Department*)

7. NEW BUSINESS

A. Approval to Accept a Grant from the Wisconsin Department of Natural Resources (WI DNR) Knowles Nelson Stewardship Program Urban River Fund for the City of Ashland Kreher Park RV Campground (*Parks and Recreation Director*) Roll

8. ADJOURNMENT

Ashland City Council Meeting
Tuesday, March 28, 2023 – 6:00 PM
601 Main Street W. Ashland WI 54806



The CITY of
ASHLAND
WISCONSIN

The City of Ashland does not discriminate on the basis of sex, race, creed, color, national origin, sexual orientation, age or disability in employment or provision of services, programs or activities.

NOTE: Upon reasonable notice, the City of Ashland will accommodate the needs of disabled individuals or individuals with limited English proficiency through auxiliary aids or services. For additional information or to request this service, contact the City Clerk's Office at 715-682-7071 (not a TDD telephone number) or FAX: 715-682-7048

MEETING MINUTES
ASHLAND CITY COUNCIL
Tuesday, March 14, 2023 – 6:00 PM
Ashland City Hall Council Chambers

1. CALL TO ORDER

The Tuesday, March 14, 2023 Ashland City Council meeting was called to order by Mayor Matt Mac Kenzie at 6:00 p.m.

A. Roll Call, Moment of Silence and Pledge of Allegiance

Roll call was taken, a Moment of Silence was held, and the Pledge of Allegiance was recited.

PRESENT: Kevin Seefeldt, Sarah Jackson (6:02), Ana Tochtermann, Laura Graf, Andrew Goyke, Charlie Ortman, Dick Pufall

ABSENT: None.

ALSO PRESENT: Mayor Matthew MacKenzie, City Administrator Brant Kucera, City Clerk Denise Oliphant, City Attorney Tyler Wickman, Public Works Director John Butler, and other interested citizens.

2. APPROVAL OF AGENDA

MacKenzie requested to move up Item 5C from the Mayor's Report to the beginning of the agenda. Goyke moved, seconded by Seefeldt to approve the amended agenda as requested. The motion carried unanimously by voice vote.

MacKenzie congratulated Kevin Haas for being voted Hockey News Division 3 National Broadcaster Champion. He also recognized Madison Burns, Ashland High School sophomore, for her first place finish at the Girls D3 State Wrestling Tournament. Also mentioned but not present were the Ashland Gymnastics Team for their 10th place finish at their state competition, and Ashland Daily Press reporter Rick Olivo on his recent retirement.

3. APPROVAL OF MINUTES

A. February 28, 2023 City Council and Committee of the Whole Meeting Minutes

Seefeldt moved, seconded by Graf to approve the minutes as presented. The motion carried unanimously by voice vote.

4. CITIZEN PARTICIPATION PERIOD

The Clerk read the Rules for Citizen Participation, and the following offered their comments to the Council:

Zygmund Jablonski, representing himself and AtoZ Plumbing & Heating, spoke about the claims involving himself and his business, and the City of Ashland.

5. MAYOR'S REPORT

A. Announcements

MacKenzie commented about receiving more compliments than complaints regarding the good job that the public works crew is doing with now removal.

B. Appointments

Seefeldt moved, seconded by Graf to approve the appointments. The motion carried 6-0 by voice vote; Ortman abstained.

6. CONSENT AGENDA

A. Miscellaneous Minutes

Kevin Seefeldt moved, seconded by Ana Tochtermann to approve the Consent Agenda. The motion carried unanimously by voice vote.

7. NEW BUSINESS

A. Formally Approve Purchase Offer for 514 Main Street West from Ashland County (Administration) Roll

Graf moved, seconded by Seefeldt to approve the purchase for \$80,000 contingent upon a structural analysis. The motion carried 6-0 by roll call vote; Pufall abstained.

B. Approve an Agreement for Professional Services between the City of Ashland and Short Elliot Hendrickson, Inc. (SEH) for the 2023 Sanitary Sewer Replacement and 2023 Sanitary Sewer Collection System Repair (CIPP) Projects (Public Works) Roll

Goyke moved, seconded by Seefeldt to approve for a cost of \$324,000. The motion passed unanimously by roll call vote.

C. Approve an Agreement for Professional Services between the City of Ashland and Short Elliott Hendrickson, Inc. (SEH) to Complete Watermain Replacement for the 2024 Prentice Avenue Phase 1 Reconstruction Project (Public Works) Roll

Graf moved, seconded by Seefeldt to approve the agreement for \$93,500. The motion passed unanimously by roll call vote.

D. Approve an Agreement for Professional Services between the City of Ashland and Short Elliot Hendrickson, Inc (SEH) for Safe Drinking Water Loan Program Grant Administration Services for the 2023 MacArthur Avenue Reconstruction Project (Public Works) Roll

Seefeldt moved, seconded by Pufall to approve the agreement for \$33,000. The motion passed unanimously by roll call vote.

E. Approve a Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing through the State of Wisconsin Environmental Improvement Fund for SFY2024 MacArthur Avenue Reconstruction Project (Public Works) Roll

Tochtermann moved, seconded by Goyke to approve the resolution. The motion passed unanimously by roll call vote. **File No. 17712**

F. Approve a Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing through the State of Wisconsin Environmental Improvement Fund for SFY2024 New Lake Superior Water Intake Project (*Public Works*) Roll

Pufall moved, seconded by Seefeldt to approve the resolution. The motion passed unanimously by roll call vote. **File No. 17713**

G. Approve a Contract Agreement between the City of Ashland and Hydro Klean, LLC for the 2023 Sanitary Sewer Cleaning & Televising Project (*Public Works*) Roll

Graf moved, seconded by Seefeldt to approve the agreement for \$73,775.41. The motion passed unanimously by roll call vote.

8. CLOSED SESSION (Roll) Council may return to Open Session and take action on any item discussed during Closed Session.

Graf moved, seconded by Seefeldt to enter into Closed Session. The motion passed unanimously by roll call vote.

A. **Amended*

PURSUANT TO SEC. 19.85(1)(g): Conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation. (*City Attorney*) (*A to Z Plumbing & Heating, Inc., Zygmund Jablonski, Jr., included but not limited to Cases No. 23CV08, 22FO04, 22FO03, 21SC239, 21SC250, and 21FO429*)

B. Return to Open Session (Voice)

Ortman moved, seconded by Seefeldt to return to Open Session. The motion passed unanimously by voice vote.

C. Report of Action Taken during Closed Session

The Mayor reported that there was no action taken during Closed Session.

9. ADJOURNMENT

Seefeldt moved, seconded by Graf to adjourn. The motion carried unanimously by voice vote.

Respectfully Submitted,

Denise Oliphant,
City Clerk

MEETING MINUTES COMMITTEE OF THE WHOLE

The Common Council of the City of Ashland met as the Committee of the Whole on **March 14, 2023** immediately following the City Council meeting.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

1. Roll Call

The Tuesday, March 14, 2023 City of Ashland Committee of the Whole Meeting was called to order by Council President Charlie Ortman at 7:45 PM.

PRESENT: Kevin Seefeldt, Sarah Jackson, Ana Tochtermann, Laura Graf, Andrew Goyke, Charlie Ortman, Dick Pufall.

ABSENT: None

ALSO PRESENT: Mayor Matt MacKenzie, City Administrator Brant Kucera, City Clerk Denise Oliphant, Public Works Director John Butler, and other interested citizens.

2. Council President's Report

Ortman asked that Councilors review "Good Governance for the City of Ashland" and be prepared for discussion at the next Committee of the Whole meeting.

3. Administrator's Report

Kucera deferred his report.

4. Approval of Agenda

Jackson moved, seconded by Seefeldt to approve the agenda. The motion carried unanimously by voice vote.

5. Discussion Items

A. **Discussion on Status of 2017 Master Plan for City Drinking Water, Sanitary Sewer, Storm Sewer, and Streets Projects** (*Public Works*)

Butler reviewed and answered questions regarding the status of the utility and water master plans for Council.

B. **Presentation of the Revised City of Ashland Employee Handbook** (*Administration*)

Kucera asked that Council review the City of Ashland Employee Handbook to begin discussion at the next Committee of the Whole meeting. His goal is to

adopt the revised handbook at the first meeting in May.

6. Items for Future Discussion

Ortman commented that he would like to begin discussion and review to revise the Council Handbook at the next Committee of the Whole meeting.

Jackson asked for discussion regarding the room tax for the City. She also mentioned a students' art show at various locations in the community.

MacKenzie mentioned that he agreed to have Northland College apparel and items for sale at City Hall to assist the college.

Kucera noted that he and the Mayor will begin to have conversations with area leaders including the Tribes and schools as part of the Strategic Plan.

7. Adjournment

Jackson moved, seconded by Pufall to adjourn. the motion carried unanimously by voice vote.

Respectfully Submitted,

Denise Oliphant,
City Clerk

SUBJECT: Appointments

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Administrator

CLEARANCES:

EXHIBITS:

1. J Muse - Volunteer form (redacted)
2. J Coffey - Volunteer form (redacted)
3. D Ullman - Volunteer form (redacted)
4. J Erickson - Volunteer form (redacted)
5. J Weiler - Volunteer form (redacted)
6. T Buzzi - Volunteer form (redacted)
7. P Neiman - Volunteer form (redacted)
8. J Beirl - Volunteer form (redacted)

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED:

APPROPRIATION NA
REQUIRED:

**TREASURER'S
CERTIFICATE:**

COMPLIANCE WITH ORD. 51:

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN:

SUMMARY STATEMENT:

The Mayor requests Council to rescind the appointment of Carol Ortman to the JFK Memorial Airport Commission as approved by Council on March 14, 2023.

The Mayor also requests approval of the following:

Historic Preservation Commission

Jeff Muse, reappointment, term to expire April 1, 2026

JFK Memorial Airport Commission

John Coffey, joint reappointment, term to expire February 2029

Parks & Recreation Committee

David Ullman, reappointment, term to expire April 30, 2026

Jen Weiler, reappointment, term to expire April 30, 2026

Plan Commission

JoAnn Erickson, reappointment, term to expire April 30, 2026

Housing Committee

Tom Buzzzi, Realtor

Priscilla Neiman, Homeowner/Resident

Board of Review

Jeffrey Beirl, reappointment, term to expire June 10, 2028

OFFER TO VOLUNTEER FORM

Mayor Debra Lewis, City of Ashland, 601 Main Street West, Ashland, WI 54806
Phone: 715-682-7071 Fax: 715-682-7048 dlewis@coawi.org

I would like to be considered a nominee for the following Committee or Committees:

Historic Preservation Commission

Brief statement of education and training:

I attended Ashland schools (Parochial and Public) and have a Bachelor of Art from Northland College in English

Education. I am dedicated to the fine arts and have been involved with Northland Alumni and Chequamegon Theatre Assoc.

Biography:

(Need a sense of who you are as an individual. Examples: general background, work history, life experiences, volunteer activities, special interests, special skills, hobbies, personality, people skills, etc.)

While I am currently the Executive Director of Northwest Wisconsin CEP, I have extensive experience working
with non-profits and the Tribes (member of Bad River). I am on the Board of Directors for New Day Shelter, the
Brick, Chequamegon Bay Area Community Fund, Wisconsin Employment and Training Association and Wisconsin
Public Radio Association. I also Chair the St Agnes Cemetery Association. I have a genuine love for this community
and celebrate our rich culture and our diverse heritage. Ashland is my home and will always be my source of pride.

Individual References or Referred by (include phone #):

Ed Monroe, [REDACTED] Tom Potterton, [REDACTED] (President of New Day Board)

Gail Fox Anderson, [REDACTED]

Contact Information: Jeffery Muse
Name (Print)

[REDACTED]
Phone Number

OFFER TO VOLUNTEER FORM

Mayor of Ashland, City of Ashland, 601 W. Main St, Ashland, WI 54806
Phone: 715-682-7071 Fax: 715-682-7048 bwhalen@coawi.org

I would like to be considered a nominee for the following Committee or Committees:

AIRPORT Commission - JFK MEMORIAL AIRPORT

Brief Statement of education:

ASHLAND/HILL SCHOOL, ASSOCIATED ACCOUNTING DEGREE
AIRPLANE EDUCATION ATP, INSTRUMENT, SCL, SES, MEL

Biography:

(Need a sense of who you are as an individual, examples: general background, work history, life experiences, volunteer activities, special interests, special skills, hobbies, personality, people skills, etc)

LIFE LONG RESIDENT ASHLAND AREA, RAN PRIVATE
ACCOUNTING PRACTICE IN ASHLAND FOR 14 YEARS FOLLOWED
BY 14 YEARS EXPERIENCE AS PILOT FOR BARTING MFG. (LUMBER PRODUCTS)
OWN SEVERAL BUSINESSES IN ASHLAND (UPPER CUT & HOLIDAY STATIONS)
SINCE 1981. MEMBER AIRPORT COMMISSION, PIONEER MEMBER
CHAMBER OF COMMERCE BOARD & VOLUNTEER BOY DAYS ETC.
HOBBIES FLYING, BIKING, WATER SKIING, SNOWMOBILING & SKIING.

Individual References or Referred by (include phone #):

MICHAEL V. MASTERSON [REDACTED]
JOHN SILL 715-682-7070
DAVID BARTING [REDACTED]

Contact Information:

JOHN L. COFFEY [REDACTED]
Name (print) Phone
P.O. Box 833 ASHLAND, WI 54806

Address

1/27/11
Date

Deb Lewis

From: Denise Oliphant
Sent: Monday, January 20, 2020 10:53 AM
To: Deb Lewis
Subject: FW: Online Form Submittal: Offer to Volunteer - Committee

Thanks!
Denise

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Monday, January 20, 2020 10:51 AM
To: Denise Oliphant <doliphant@coawi.org>
Subject: Online Form Submittal: Offer to Volunteer - Committee

Offer to Volunteer - Committee

OFFER TO VOLUNTEER - COMMITTEE

I would like to be
considered a nominee for
the following
Committee(s):

PARKS & RECREATION COMMITTEE

Brief statement of
education, work
experience, or training

Prior to moving to Ashland, I lived in Corvallis, OR where I served on the Bicycle and Pedestrian Advisory Board (<https://www.corvallisoregon.gov/bc-bpab>). I enjoyed my experience on this citizen advisory council and have been looking for ways to volunteer with similar initiatives in Ashland. I see outdoor recreational opportunities as an important draw to the city of Ashland, certainly through enhanced bicycle and pedestrian initiatives, but also through improvements to our lake shore and other park lands. I would be excited to serve on the Parks and Recreation committee to assist in the city's goals to grow recreational opportunities. Such efforts will have a positive impact for the health, well-being, and satisfaction for Ashland citizens and visitors.

In addition to my experience on the Bike and Pedestrian Advisory Board of Corvallis, I am also a board member of the North Coast Cycling Association. I serve on board to promote regional cycling activities and opportunities around the Chequamegon Bay. In working with the Parks and Recreation Committee, I hope that Ashland can work to connect with a variety of partners around the region, both to provide

opportunities for regional growth and larger grant-based initiatives.

I am a Assistant Professor of Geoscience at Northland College.

Biography

I moved to Ashland with my family for a position at Northland College. I enjoy the large variety of outdoor opportunities that the region has to offer. I am an avid cyclist, skier, runner, hiker, and canoeist. I have extensive experience in trail building and landscaping through a variety of former jobs, prior to my current role in academia. I continue to volunteer with trail improvements at Mt. Ashwabay and the Ice Age Trail.

References

Tom Fitz (Northland College colleague) - 715-682-1852
Pete Olson (NCCA board secretary, Ashland resident) - 715-

Name

David Ullman

Email Address

Address

1222 9th Ave W

City

Ashland

State

WI

Zip Code

54806

Phone Number

Cell/Work Number

Field not completed.

Email not displaying correctly? [View it in your browser.](#)

Find yourself next to the water.

ASHLAND

City of Ashland, Wisconsin

601 Main Street West Ashland, WI 54806 www.coawl.org

OFFER TO VOLUNTEER FORM

I would like to be considered a nominee for the following committee or committees:

Planning Commission - City of Ashland

Write a brief statement of education and training:

School of Hard Knocks - Common Sense

High School graduate

Biography: (Need a sense of who you are as an individual. For example, general background, work history, life experiences, volunteer activities, special interests, special skills, hobbies, personality, people skills, etc.)

I have lived in Ashland for 28 years. Worked at the Ashland Chamber for 26 years. Coordinating events and "selling Ashland" to visitors + people looking into living, working + playing in our area. I've been on the PTA board, Soccer board, Gymnastic board, and Ashland School Board. I have volunteered for the school district, New Day, ABC Railway, Meals on Wheels and coordinated bell ringing for Salvation Army.

Bonnie Stegmann -

Sharon Campbell -

Contact information:

JoAnn Erickson

W 715-682-2500

Name (Please print)

Phone #

3300 City Heights Rd

Address

6/3/22

Email

Date

Find yourself next to the water.

ASHLAND

City of Ashland, Wisconsin

601 Main Street West — Ashland, WI 54806 — www.coawl.org

OFFER TO VOLUNTEER FORM

I would like to be considered a nominee for the following committee or committees:

Ashland Parks and Recreational Committee

Write a brief statement of education and training:

I went to and obtained my B.S. in Art Education from
UW-Madison & my Masters in Educational Leadership from
the University of Wisconsin Green Bay. I

Biography: (Need a sense of who you are as an individual. For example, general background, work history, life experiences, volunteer activities, special interests, special skills, hobbies, personality, people skills, etc.)

I first taught in 1998-2000 here at L.S.P. & Marengo (Art Ed.).
Then I taught in Seymour, WI while living in Appleton. I
enjoyed playing Sand V. Ball, golfing with my teacher friends,
playing Softball. I taught art at the Neenah/Menasha YMCA,
had a painting class at a local bar called "Blushstrokes". →
Individual references/referred by (please include phone #): (Jim's Place)

Christina (Chris) Heagle - former principal retired. [REDACTED]

Sue Williams - instructional Aide. [REDACTED]

Contact information:

Ten Weiler

Name (Please print)

Phone #

2406 Junction Rd. Ashland, WI 54806

Address

Email

Date

6.4.22

Former Waterfront instructor, Camp Counselor,
Arts & Crafts Coordinator at Camp Luther in Three
Lakes, WI. I am also a volunteer currently at
the Ashland Homeless Shelter and will be teaching
a summer Art in the Park through the Vaughn
Library and the Park and Rec. Department.
I also belong to the Iron River Hiking/Snowshoeing/
Cross-Country Skiing Club. Religious education teacher
at Fox Cities UU.F and Vaughn Library book club
member. I plan on teaching Religious Ed. this Fall.



OFFER TO VOLUNTEER FORM

CONTACT INFORMATION: Tom Buzz:
ADDRESS: 800-11th St. West PHONE #: [REDACTED]
EMAIL: [REDACTED] DATE SUBMITTED: 03-13-23

I would like to be considered a nominee for the following Committee(s):

Housing

Brief statement of education, training and experience:

Resident of Ashland Since 1970. 38 years at MMC (Main. Mech.) over 25 yrs as a realtor. Graduate of Northland College

Biography:

Need a sense of who you are as an individual. Examples include general background, work history, life experiences, volunteer activities, special interests, special skills, hobbies, personality, people skills, etc.

Dedicated Volunteer for Salvation Army Love to hunt and Fish. Very good at reading People and adapting to their likes

References (please include phone #)

Jay Emmert (Coldwell Banker Realty) 715-292-0107
Matt MacKenzie Mayor 715-682-7033

Find yourself next to the water.

ASHLAND

City of Ashland, Wisconsin

501 Main Street West Ashland, WI 54806 www.coawl.org

OFFER TO VOLUNTEER FORM

I would like to be considered a nominee for the following committee or committees:

Housing

Write a brief statement of education and training:

I have years of experience of renting and owning a home and understand maintenance and budgeting for raising a family in this community. I graduated from high school and have been employed ever since.

Biography: (Need a sense of who you are as an individual. For example, general background, work history, life experiences, volunteer activities, special interests, special skills, hobbies, personality, people skills, etc.)

I have been a resident of Ashland for over 20 years and have been a working citizen the whole time. My husband and I rented for many years and just a few years ago bought our first home.

Individual references/referred by (please include phone #):

Matt MacKenzie

Sandy Marsland

Contact information:

Priscilla Neiman

Name (Please print)

Phone #

807 Chapple Ave 54806

Address

Email

Date

OFFER TO VOLUNTEER FORM

Mayor of Ashland, City of Ashland, 601 W. Main St, Ashland, WI 54806

Phone: 715-682-7071

Fax: 715-682-7048

bwhalen@coawi.org

I would like to be considered a nominee for the following Committee or Committees:

BOARD OF REVIEW

Brief statement of education and training:

NORTHLAND COLLEGE - GRADUATE BUS. ADM

Biography:

(Need a sense of who you are as an individual, examples: general background, work history, life experiences, volunteer activities, special interests, special skills, hobbies, personality, people skills, etc)

BORN AND RAISED IN ASHLAND

WORK EXPERIENCE - BANKING, OPERATIONS

ECONOMIC DEVELOPMENT - CURRENTLY ASHLAND
CO. ADMINISTRATOR

Individual References or Referred by (include phone #):

Contact Information:

JEFFREY BEIRL

Name (print)

Phone

1410 12TH AVE W. ASHLAND

5/21/2013

Address

Date

Email: ON FILE - WITH THE MAYOR

SUBJECT: Approve to Accept Funds from Bayfield County Ad Hoc Emergency Medical Services
Advisory Committee (*Fire Department*)

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Fire & EMS Department

CLEARANCES: Unanimously approve by Committee of the Whole, January 31, 2023.

EXHIBITS:

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED:

**APPROPRIATION
REQUIRED:** NA

**TREASURER'S
CERTIFICATE:** NA

COMPLIANCE WITH ORD. 51:

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN:

SUMMARY STATEMENT:

On January 31, 2023 Council approved the Fire Department to enter into an agreement with Bayfield County to be eligible for funding for EMS Services.

Agencies receiving the funds will be required to report in August what the funds were used for and the impact the funds made for the agency and community. There were no matched funds required to receive this contribution.

The Ashland Fire and EMS Department are asking approval from Council to receive these funds as part of this program.

SUBJECT: Approval to Accept a Grant from the Wisconsin Department of Natural Resources (WDNR) Knowles Nelson Stewardship Program Urban River Fund for the City of Ashland Kreher Park RV Campground (*Parks and Recreation Director*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Parks & Recreation

CLEARANCES: Common Council (April 2022)
Parks and Recreation (March 2022)

EXHIBITS:

1. WDNR Grant Award Letter
2. Recreation Grant Project Cost Estimate Worksheet
3. Stewardship Local Assistance, Federal Land & Water Conservation Fund & Rec Trails Program Grant Application

EXPENDITURES REQUIRED: \$ 60,000 Construction Documents
\$ 25,000 Demo and Site Prep
\$415,000 Construction
\$500,000 Total - WDNR Stewardship Grant

AMOUNT BUDGETED: \$400,000 2023 CIP Kreher Park Campground and Park
\$249,000 WDNR Stewardship Grant
\$649,000 Total

APPROPRIATION REQUIRED: \$300,000 Borrowed in 2023 CIP

TREASURER'S CERTIFICATE:

COMPLIANCE WITH ORD. 51: The Mayor and/or Clerk has consented to placement of this agenda item on the Council agenda as timely action is needed.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: This item complies with the City of Ashland Strategic Plan.

SUMMARY STATEMENT:

The primary purpose of this project is to rehabilitate the Kreher Park RV Campground and associated amenities into a 21st century campground. Updates include: new electricity (50amp) all 33 sites, installation of new water lines to all sites, construction of a new ADA compliant bathhouse and the reconnection/extension of the City's pedestrian trail and, the Ashland Rails to Trails System (ARTS). This proposal also includes the construction of up to 7 new campsites within the current RV campground and in a recently acquired railroad property. This rehabilitation project will also include the installation of storm water filtration systems.

Funding would be used to hire a qualified consultant to create a design, engineering/construction documents, and assist in the construction administration to the rehabilitation of Kreher Park RV Campground.

The rehabilitation of Kreher Park RV Campground would include:

- resurfacing of the Kreher Park RV Campground road, ~ 1/2 mile
- construction of a new ADA compliant bathroom and shower room that services both the public and the campground
- construction of up to 3 new RV sites in the current RV campground
- construction of up to 4 new RV sites on the upper bluff (south of the current campground, a former railroad corridor)
- update of electric from 30 amps to 50 amps at 19 sites and water lines at all RV sites
- reconnection/extension of 700' of the City's pedestrian trail (Ashland Rails to Trails System) along the upper bluff, connecting the Superfund Trail section of the ARTS to the Ashland Oredock section.

The City has been working with the DNR and Board of Commissioners of Public Lands to obtain a lakebed lease for this site. Once this is approved the City will move forward with this project. This construction project is expected to take place in 2024.



March 7, 2023

► REQUIRES IMMEDIATE ACTION ◀

Urban Rivers
Grant# URG623175
Grant Amount: \$249,000.00

Sara Hudson, Director of Parks
City of Ashland
601 W. Main St.
Ashland, WI 54806

Dear Ms. Hudson:

Congratulations! On behalf of the Governor, the Department of Natural Resources is pleased offer you a grant contract for financial assistance for the following project: *City of Ashland Kreher Park RV Campground*

Please review the contract. Both copies should be **signed by an authorized official and notarized**. Please return one original signed contract **within 30 days of this letter's date** to Karen Blodgett at the West Central Region, 1300 W. Clairemont Ave, Eau Claire, WI 54701. Funds will be obligated to the project when the signed contract is returned. **The second signed and notarized original of the contract should be kept in a safe place for future reference, until the completion of the project scope as described on page one of the contract.**

Please read the items checked below. They apply to your project and grant award.

☒ **Please Note:** This grant agreement is **conditionally approved**. Before the Department can make payment on any portion of this grant, the city must submit a submerged lands lease for all land on which grant funded campground development will occur.

☒ **Grant Award Time Period: February 20, 2023 through June 30, 2025.** All project activities must occur within this time period to be eligible costs for reimbursement.

☒ **Advance or Reimbursement Check:** Your advance or reimbursement will be a mailed check to City of Ashland, Sara Hudson, 601 W. Main St., Ashland, WI 54806. This is the payment recipient that appears in our records. If the contact for this grant changes, please contact your regional project manager.

☒ **Changes to the approved project scope, project time period, and/or project financial assistance (budget)** may not be made without prior approval from the Department.

☒ **For Development projects, you are entitled to a project advance of: \$124,500.00**

This advance payment is made available to you to cover costs you may incur in the initial stages of your project. The advance payment is equal to 50% of the state cost sharing assistance. *If you wish to request the advance payment, please check the box provided on the last page of the contract.*

☒ Please check your local procedures to insure you comply with all applicable state laws regarding competitive bidding and awarding. DNR guidance on this topic can be found by going to:
<http://dnr.wi.gov/Aid/documents/ProcurementGuide.pdf>

**OUTDOOR RECREATION AIDS
GRANT CONTRACT**
Form 8700-065c (8/12)

Notice

Collection of this information is authorized under ss. 23.09(11), 23.09(26), 350.12(4), 23.33, and 30.92, Wis. Stats., and chs. NR 7, NR 50, NR 51, and NR 64, Wis. Admin. Code. Personally identifiable information collected will be used for program administration and may be made available to requesters as required under Wisconsin's Open Records Law [ss.19.31 - 19.39, Wis. Stats].

Sponsor:

City of Ashland

Project Number:

URGP623175

Project Title:

City of Ashland Kreher Park RV Campground

Program Name:

Knowles-Nelson Stewardship Program
Urban Rivers

Payment Period: (Period during which grant funds will be encumbered and available for payment to the Sponsor under this Outdoor Recreation Aids Grant Contract, hereinafter referred to as the "Contract".)

February 20, 2023 through June 30, 2025

Project Scope:

Funding will be used to hire a qualified consultant to design and lead construction on a rehabilitation of Kreher Park RV Campground. The rehabilitation project will include: resurfacing of the Campground road, construction of a new ADA compliant bathroom and shower building, construction of up to 3 new RV sites in the current RV campground, construction of up to 4 new RV Sites on the upper bluff, update of electric from 30 amp to 50 amp at 19 sites and water lines at all RV sites, reconnection/extension of 700' of the City's pedestrian trail (Ashland Rails to Trails System) trail along the upper bluff, connecting the Superfund Trail section of the ARTS to the Ashland Oredock section.

Legal Description (hereinafter referred to as Property):

T48N, R4W, Section 33, SE of the NW, Ashland County, WI

Name and Return Address
Sara Hudson, Director of Parks
City of Ashland
601 W. Main St.
Ashland, WI 54806

Parcel Identification Number (PIN)

NA

All obligations, terms, conditions and restrictions imposed by this Contract shall be deemed to be covenants and restrictions running with the Property, shall be limited to the use and development of the Property from the date of this Contract, and shall bind the parties hereto and their respective personal representative, successors, and assigns, in perpetuity. The rights herein conveyed are subject to the interests of the State of Wisconsin and the Department of Natural Resources Stewardship Program under Chapter 23, Wisconsin Statutes and Chapter NR 51 of the Wisconsin Administrative Code.

By acceptance of this Contract the Sponsor, for itself, its successors and assigns, hereby covenants and agrees not to convey, sell, lease, assign, mortgage or otherwise encumber the Property or convert it to uses or purposes inconsistent with the Stewardship Program and this Contract without the prior written approval of the Wisconsin Department of Natural Resources.

Project Financial Assistance Summary

The following documents are hereby incorporated
Into and made part of this Contract:

Total Project Cost \$549,000.00

Cost-Share Percentage Up to 50%

State Aid Amount \$249,000.00

Project Sponsor Share \$300,000.00

1. Chapter 23, Wis. Stats.
2. Chapter NR 51, Wisconsin Administrative Code
3. Chapter NR 52, Wisconsin Administrative Code
4. Grant Application, attachments, and addendums

A. General Conditions:

1. The State of Wisconsin Department of Natural Resources (Department) and the Sponsor mutually agree to perform this Contract in accordance with the Urban Rivers Subprogram and with the project proposal, application, terms, promises, conditions, plans, specifications, estimates, procedures, maps and also any assurances attached and made a part of this Contract.
2. This Contract, together with any referenced parts and attachments, shall constitute the entire Contract and previous communications, understandings, representations or contracts pertaining to the subject matter of this Contract are superseded. Any revisions, including cost adjustments, shall be made by a written amendment to this Contract, signed by both parties prior to the termination date of the Contract. Time extensions and scope changes to the Contract may be granted to the Sponsor by the Department in writing without the requirements of Sponsor signature.
3. Failure by the Sponsor to comply with the terms of this Contract may not cause the suspension of all obligations of the State if, in the judgment of the Secretary of the Department, such failure was not the fault of the Sponsor. In such case, any amount required to settle at minimum costs any irrevocable obligations properly incurred shall be eligible for assistance under this Contract, at the Department's discretion.

The Project Sponsor:

4. Agrees to comply with all applicable state, local and federal statutes and regulations in fulfilling terms of this Contract, including but not limited to, general and special zoning, land use permit requirements, disability access, environmental quality, historical and archeological preservation. In particular, the Sponsor agrees to comply with the provisions of Chapter NR 51, Wis. Adm. Code, as well as comply with all applicable local and state contract and bidding requirements. The Sponsor should consult its legal counsel with questions concerning Contracts and bidding.
5. May decline the offer of financial assistance provided through this Contract, in writing, at any time prior to the starting of the project and before expending any funds. After the project has been started or funds expended, this Contract may be rescinded, modified, or amended only by mutual written agreement of the parties.
6. Agrees, to save, keep harmless, defend and indemnify the Department and all its officers, employees and agents, from and against any and all liability claims, costs of whatever kind and nature, for injury to or death of any person or persons, and for loss or damage to any property (state or other) occurring in connection with or in any way incident to or arising out of the occupancy, use, service, operation or performance of work in connection with this Contract or omissions of Sponsor's employees, agents or representatives.
7. Agrees to reimburse the Department of any and all funds the Department deems appropriate in the event the Sponsor fails to comply with the conditions of this Contract or project proposal as described, or fails to provide public benefits as indicated in the project application, proposal description or this Contract. In addition, should the Sponsor fail to comply with the conditions of this Contract, fail to progress due to non-appropriation of funds, or fail to progress with or complete the project to the satisfaction of the Department, all obligations of the Department under this Contract may be terminated, including further project cost payment.
8. Agrees, in connection with the performance of work under this Contract, not to discriminate against any employee or applicant for employment because of age, race, religion, color, disability, handicap, sex, physical condition, developmental disability as defined in s. 51.01(5), Wis. Statute, sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Sponsor further agrees to take affirmative action to ensure equal employment opportunities, as required by law. The Sponsor agrees to post in conspicuous places available, for employees and applicants for employment, notices to be provided by the Contracting officer setting forth the provisions of the nondiscrimination clause.
9. Agrees not to discriminate against any person in the use and enjoyment of the property on the basis of age, race, creed, color, handicap, marital status, conviction record, arrest record, sex, national origin, ancestry, sexual orientation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States or this state.
10. Agrees that reasonable entrance, service or user's fees may be charged and retained by the Sponsor to defray operation and maintenance costs subject to Department review and approval. If such fees do not exceed the fees charged for daily entrance to state parks, Department fee approval is not required.
11. Agrees that income accruing to the Property shall be used to further the objectives of the project as stated in this Contract or to further the objectives of another Stewardship project. However, if the Property is entered into the County Forest Law Program, income derived from that program shall be distributed according to s. 28.11 Wis. Stats.
12. Shall maintain financial and accounting records for the grant in accordance with generally accepted accounting principles and practices. These records may be reviewed by state officials.
13. Shall display a sign at the property acknowledging funding through the Knowles-Nelson Stewardship Program and Wisconsin Department of Natural Resources.
14. Shall agree to have an annual audit performed in accordance with 2 CFR Part 200 Uniform -- Administrative Requirements, Cost Principles, & Audit Requirements for Federal Awards (also known as "Uniform Guidance") and WI State Single Audit Guidelines found at <http://www.doa.state.wi.us/Divisions/Budget-and-Finance/Financial-Reporting/state-controllers-office/state-single-audit-guidelines> issued

by Wisconsin Department of Administration, State Controller's Office, if Grantee expends federal grant funds totaling \$750,000 or more during the fiscal year and the those funds were received from a State or Federal agency.

The Department:

15. Promises, in consideration of the covenants and Contracts made by the Sponsor, to obligate for the Sponsor the amount shown as "State Aid Amount" on page 1, and to tender to the Sponsor that portion of the obligation which is required to pay the Department's share of the costs based upon the state providing 50 percent of eligible project costs. The Sponsor promises, in consideration of the promises made by the Department, to execute the project described in accordance with this agreement.
16. Agrees that the Sponsor shall have sole control of the method, hours worked, and time and manner of any performance under this agreement other than as specifically provided in this document. The Department reserves the right only to inspect the job site or premises for the sole purpose of insuring that the performance is progressing or has been completed in compliance with the agreement. The Department takes no responsibility of supervision or direction of the performance of the agreement to be performed by the Sponsor or the Sponsor's employees or agents. The Sponsor is an Independent Contractor for all purposes, not an employee or agent of the Department. The Department further agrees that it will exercise no control over the selection and dismissal of the Sponsor's employees or agents.

B. Special Conditions:

- a. **This grant agreement is conditionally approved. Before any reimbursement of any expenses can occur, the City of Ashland must obtain a submerged lands lease for a minimum of 25 years, for all lands on which the campground development activities will occur. The City must submit a copy of the signed lease to the Department.**
- b. Property acquired or developed with assistance from this program shall not be converted to uses inconsistent with public outdoor recreation without the prior written approval of this Department.
- c. Total cost sharing provided through any combination of state and federal funds shall not exceed 100% of all eligible costs.
- c. All applicable permits, licenses and approvals, including water and wetland regulatory permits and approvals, required by federal, state or local agencies must be obtained prior to project construction and complied with fully during project construction and the life of the project.
- d. Erosion control will be accomplished using the guidelines in the Wisconsin Construction Site Best Management Practice Handbook. Construction sites associated with land disturbing activities over one acre within 500 feet of a surface water body require an erosion control plan prepared by the Sponsor, to be submitted to the Department of Natural Resources for approval. Surface bodies include permanent flowing streams, ponds and lakes. Construction sites disturbing more than five acres of land require a permit for stormwater discharges from construction sites to be issued by the Department of Natural Resources.
- e. All existing overhead utility services if feasible shall be buried and any new utility services provided through this project must be installed underground.
- f. Stormwater permits are required if grading >1 acre, and filling or grading in wetlands requires a Corps of Engineers and Department permits.
- g. Development plans must be submitted to the Department for approval prior to any construction.
- h. All facilities constructed with assistance from this program must be accessible to persons with disabilities. All facilities developed with these grant funds shall be connected by linkage trails to a main walkway and/or parking lot.
- i. If the project involves construction or renovation of parking facilities, the sponsor shall provide accessible parking that meets or exceeds requirements of the 2010 Americans with Disabilities Act Standards for Accessible Design, state requirements, or local requirements, whichever is most stringent. A minimum of one stall must be van accessible.
- j. Final structure construction plans must be approved and stamped for structural adequacy by a licensed professional engineer before construction begins.
- k. The Department of Safety and Professional Services (formerly Department of Commerce) must approve all sanitary facility plans before construction begins.
- l. Structural approval for all restroom or shelter buildings less than 25,000 cubic feet must be obtained from a licensed professional engineer before construction begins. Structural approval for all restroom or shelter buildings exceeding 25,000 cubic feet must be obtained from the Department of Safety and Professional Services (formerly Department of Commerce) before construction begins.
- m. Conditions related to invasive species movement. The applicant and operator agree to the following methods required under s. NR 109.05(2), Wis. Adm. Code for controlling, transporting and disposing of aquatic plants and animals, and moving water:

- Aquatic plants and animals shall be removed and water drained from all equipment as required by s. 30.07, Wis. Stats., and ss. NR 19.055 and 40.07, Wis. Adm. Code. when moving equipment between surface water or wetlands.
- Operator shall comply with the most recent Department-approved 'Boat, Gear, and Equipment Decontamination and Disinfection Protocol', Manual Code # 9183.1, available at <http://dnr.wi.gov/topic/invasives/disinfection.html>

☐ Check here if you request advance payment totaling \$124,500.00

The person(s) signing for the Sponsor represents both personally and as an agent of his or her principal that he or she is authorized to execute this Contract and bind his or her principal, either by a duly adopted resolution or otherwise.

CITY OF ASHLAND

Signed this _____ day of _____, 20____.

BY _____
Signature of Sponsor Representative

Typed Name of Sponsor Representative

Personally came before me this _____ day of _____, 20____, the above named _____
to me known to be the person who executed the foregoing instrument and acknowledged the same.

Signature of Notary Public

Typed or Printed Name of Notary Public
Notary Public, State of Wisconsin

My Commission expires _____

State of Wisconsin, _____ County

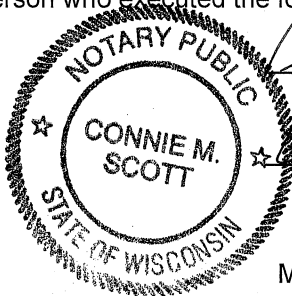
STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES

Signed this 5th day of March, 2023.

BY Terry Bay
Terry Bay, Bureau Director
Bureau of Facilities and Lands

Personally came before me this 5th day of March, 2023, the above named Terry Bay

to me known to be the person who executed the foregoing instrument and acknowledged the same.



Connie M. Scott
Signature of Notary Public

Connie M. Scott
Typed or Printed Name of Notary Public
Notary Public, State of Wisconsin

My commission expires 5-3-23

State of Wisconsin, Pine County

THIS INSTRUMENT WAS DRAFTED BY THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES

Project Name: Kreher Park RV Campground Rehabilitation		Prepared By: Sara Hudson	Date: 04/27/2022
County: Ashland	Project Applicant: City of Ashland	Landowner Name: State of Wisconsin/City of Ashland	☒ Public ☐ Private

Indicate - (C) Contract , (F) Force Acct., (D) Donated					
	DEVELOPMENT PROJECT ITEMS <i>List by individual item or break down by Use Areas (See Item List On Back Of This Form)</i>	Quantity	Unit of Measure	Component Costs	Estimated Total Item Cost
(C)	Concept plan, design and construction documents	1	LS	\$60,000.00	\$60,000.00
(C)	Construction of New ADA Compliant Bathhouse	1	LS	\$300,000.00	\$300,000.00
(F)	Demo of current bathhouse	1	LS	\$10,000.00	\$10,000.00
(F)	Clearing, grubbing and prep of campsites	1	LS	\$10,000.00	\$10,000.00
(F)	clearing, grubbing and prep of trail	1	LS	\$5,000.00	\$5,000.00
(D)	Survey of site	1	LS	\$5,000.00	\$5,000.00
(F)	Installation of new electric	1	LS	\$5,000.00	\$5,000.00
(F)	Installation of new water lines	1	LS	\$15,000.00	\$15,000.00
(F)	construction of new campsites	1	LS	\$20,000.00	\$20,000.00
(C)	resurface with asphalt of current campground road	1	LS	\$50,000.00	\$50,000.00
(C)	construction of pedestrian trail along upper bluff	1	LS	\$15,000.00	\$15,000.00
(F)	construction of ADA compliant water access	1	LS	\$5,000.00	\$5,000.00
TOTAL\$					\$500,000.00

NOTE: For acquisition projects, complete the Acquisition Project Cost Estimate Section

Recreation Grant Project Cost Estimate Worksheet

Form 8700-014 (R 07/14)

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For use with Recreation Grant Application Forms

ACQUISITION PROJECT COST ESTIMATE:

NOTE: If project includes more than two parcels, attach additional information.

	Parcel 1	Parcel 2	Total
1. Parcel Owner			
2. Number of Acres being Purchased			
3. Grant Eligible Acres			
4. Option Expiration Date			
5. Option Amount	\$	\$	\$
6. Appraised Value : Land	\$	\$	\$
Improvements	\$	\$	\$
7. Subtotal	\$	\$	\$
8. Estimated Other Eligible Acquisition Costs Total	\$	\$	\$
List costs included in above:	\$	\$	
	\$	\$	
	\$	\$	
9. Grand Total Project Costs: (Add Lines 7 & 8)			

DEVELOPMENT PROJECT ITEMS LISTING:

NOTE: This list is intended as a guideline and is not a complete list.

SERVICES

Pre-approval Engineering
Post-approval Engineering
Supervision
Feasibility Studies
Planning
Administration

BOATING AREA

Ramp Apron
Launch Ramp
Bulkhead/Seawall
Riprap
Security Lighting

CAMPSITES

Tables
Grills/Fire Rings
Camp Pads (Gravel, Asphalt)
Refuse Containers

EQUIPMENT

Benches
Trash Receptacles
Other (identify)

FISHING AREA

Fishing Pier
Bank Stabilization
Riprap
Bank Fishing Site

LANDSCAPING

Tree/Shrub Planting
Sodding/Grass Seed
Mulch/Fertilizer
Retaining Walls

OTHER/MISCELLANEOUS

Specify

PARKING

Gravel/Paving
Curbs/Bumper blocks
Striping

PICNIC AREA

Tables/Grills
Trash Receptacles
Shelters
General Construction
Electrical/Water Service

PLAY AREA

Play Equipment
Equipment Installation
Surfacing Material

ROADS

Gravel Base/Paving
Curb and Gutter

SIGNING

Signs
Posts/Hardware
Installation
Walkways/Trails
Interpretive/Informational
Parking

SITE PREPARATION

Cleaning/Grubbing
Rough Grading/Fine Grading
Fill/Top Soil
Building Demolition
Drainage Structures
Storm Sewers

SPORT COURTS

Tennis
Sand Lift
Gravel/Paving
Fencing

Color Coating

Lighting
Volleyball
Basketball
Hockey Rinks
Sand/Gravel Base
Dasher Boards
Lighting
Water Hydrant
Multipurpose Courts

SPORTS FIELDS-should include specific items as shown under Softball.

Softball
Infield Mix
Backstop/Fencing
Grass Seeding/Sodding
Player Enclosures
Bleachers with Pads
Lighting
Sprinkling Sys/Drainage Tile

Soccer/Football

Baseball
Skating Rinks
Multipurpose Game Fields
Sledding/Toboggan Hills

SWIMMING AREA

Beach
Dredging
Sand Blanket
Raft/Pier
Guard Towers
Buoys & Ropers
Bathhouse

Swimming/Wading Pool

Pool Tank
Filtration Equipment
Fencing
Pool Equipment

TOILETS

Flush Toilets
General Construction
Plumbing
Electrical
Sewer/Water Laterals
Vault Toilets

TRAILS

Clearing
Surfacing
Overview Structures
Boardwalks
Culverts
Bridges
Grading

UNDERGROUND ELECTRIC

Trenching
Junction Boxes
Conduit
Transformers

WALKWAYS

Fill
Gravel
Paving
Culverts
Bridges
Curb Cuts

WATER SYSTEMS

Well
Pump
Distribution
Fountains
Spigots/Hose Bibs

**Stewardship Local Assistance, Federal Land & Water
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Grant Application**

Form 8700-191 (R 03/22)

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Notice: Use of this form is required by the Department of Natural Resources (DNR) for any application filed pursuant to ss. NR 50.06, NR 50.21, and NR 51, Subchapters XI-XV, Wis. Adm. Code. Personal identifiable information will only be used in conjunction with the programs listed above. If you have any questions contact your local community service specialist. Personally identifiable information provided on this form will be used for program administration and will be available to requesters as required under Wisconsin's Public Records Law [ss. 19.31 - 19.39, Wis. Stats.].

Applicant		Individual Authorized to Act on Behalf of Applicant	
City of Ashland		Sara Hudson	
Street or PO Box		Title	
601 Main St W		Parks and Recreation Director	
City, State, Zip Code		Telephone Number	Fax Number
Ashland, WI 54806		(715) 685-1644	(715) 682-7048
County		E-Mail Address	
Ashland		shudson@coawi.org	

Grant Payment Information:

ACH Payment Email Address or ☒ Check Mailing Address (if different from applicant)

Name		Address	
Sara Hudson		601 Main St W	
Organization:		City	State ZIP Code
City of Ashland		Ashland	WI 54806

Section 1: Project Information

Project Title:

Kreher Park RV Campground Rehabilitation

Project Type (select one)

- ☐ Development ☐ Acquisition
☒ Rehabilitation ☐ Maintenance

Financial Summary

Total Project Costs STEW/LWCF/RTP \$500,000	Grant Request STEW/LWCF (up to 50%) \$249,000	Grant Request RTP (up to 80%)
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Match Sources

Sponsor Funds:

(Cash and/or Force Account)

\$251,000

Donations:

(Cash, Labor, Materials, Equipment)

Other (list):

Total Sponsor Match:

\$251,000

Project Location

Township	Range	☐ E ☒ W	Section	1/4 1/4	1/4	GPS Coordinates (Decimal Degrees):	County
48 N	4		33	SE	NW	Lat: 46.3555 Long: -90.5248	Ashland

UEI # (12 digits) VCYWKD4B17Q9	Congressional/Legislative District Numbers (link)		
	WI Senate 25	WI Assembly 74	US Congress 7

Stewardship Local Assistance, Federal Land & Water Conservation Fund, & Recreational Trails Program Grant Application

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Section 2: Project Details

1. What is the primary purpose of the project?

The primary purpose of this project is to rehabilitate the Kreher Park RV Campground and associated amenities into a 21st century campground.

The Kreher Park RV Campground is a 33 site campground located on the shores of Lake Superior and was built and opened in the early 1980's. This campground has had very little updates over the years, but very popular with daily, weekly and monthly campers of all ages and from all over the world.

Amenities at Kreher Park include public playground, swimming beach, pavilion, bathhouse, dump station, pedestrian trail and boat launch. This project will focus solely on the RV campground. Updates include: new electric (50amp service) to all 33 sites, installation of new water lines to all sites, construction of a new ADA compliant bathhouse and the reconnection/extension of the of the City's pedestrian trail, the Ashland Rails to Trails System (ARTS). This proposal also includes the the construction of up to 7 new campsites within the current RV campground and in a recently acquired railroad property. This rehabilitation project will also include the installation of storm water filtration systems.

2. How will the requested funding be used?

Funding would be used to hire a qualified consultant to create a design, engineering/construction documents and assist in the construction administration to rehabilitation of Kreher Park RV Campground.

The rehabilitation of Kreher Park RV Campground would include:

- resurfacing of the Kreher Park RV Campground road, ~ 1/2 mile
- construction of a new ADA compliant bathroom and shower room that services both the public and the campground
- construction of up to 3 new RV sites in the current RV campground
- construction of up to 4 new RV Sites on the upper bluff (south of the current campground, a former railroad corridor)
- update of electric from 30 amp to 50 amp at 19 sites and water lines at all RV sites
- reconnection/extension of 700' of the City's pedestrian trail (Ashland Rails to Trails System) trail along the upper bluff, connecting the Superfund Trail section of the ARTS to the Ashland Oredock section.

3. How will the public use and access the project?

The Kreher Park RV Campground can be access by vehicle, foot, bike or water. Prentice Ave N, off of US Hwy 2, leads directly into Kreher Park. The Ashland Rails to Trails System (ARTS) also leads bikers and walkers to the park via the Waterfront Trail section or from the 5th St Corridor down Prentice Ave. Boaters and paddlers can access teh park via the public beach, 500' of shoreline and/or the Kreher Park Boat Launch.

Kreher Park is used by residents and visitors to the Chequamegon Bay Area. The public will have the opportunity use Kreher Park for camping, swimming, picnicing/gathering, boating, paddling and just playing.

4. What key partnerships are involved in this project?

The City will work with a qualified consultant and community members through public input and visioning sessions to create a concept plan, design, engineering/construction documents and to assist in the construction administration for the rehabilitation of the Kreher Park RV Campground.

Ashland County Land and Water Conservation Department has agreed to be a partner in this project, providing survey assistance for the new pedestrian trail and campsite pads.

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5. Who will complete the operations and maintenance of the project?

The City of Ashland Public Works and Utility Crews have agreed to provide force labor to assist in the campground rehabilitation by assisting with clearing and grubbing for the new campsites and pedestrian trail, updating of the electric lines, and updating of water lines.

The City of Ashland will contract out, with a qualified contractor, the construction of the new bathhouse, paving of the campground road, paving of the new pedestrian trail and potential installation of the new campsites.

The City of Ashland will be responsible for the operations and maintenance of all steps of this project and of the site into perpetuity.

6. How did the public provide input for this project? Is there any opposition to the project? If opposition, please explain.

The rehabilitation of the Kreher Park RV Campground can be found in both the City of Ashland's Comprehensive Outdoor Recreation and Waterfront Development Plans. Both plans had an extension community input in their creation. The public will also be involved in the creation of the concept plan for updating of Kreher Park RV Campground through community input session. Thus far, there has not been any opposition to this project.

7. Explain the approval process for this project.

Upon approval from the DNR, the Ashland City Council would vote to accept this grant.

8. What CORP goal does this project meet? Where in the CORP is the project addressed?

This project meets Goal 8: Create more camping opportunities in Ashland of the City of Ashland's CORP. This goal is discussed on pages 8 and 47 of the CORP stating "improvement of campsites:update electricity and new bathroom facilities."

This project is also discussed in the City of Ashland's Waterfront Development Plan on pg 32, stating the importance of adding camping opportunities along the waterfront.

9. Park/Trail/Recreational Area Name: Kreher Park RV Campground (i.e. Lakeshore Park, Big Ben Recreational Area, Six Mile Wilderness Trail, etc.)

Total Park Acreage: 20.00 **Acreage for this Project:** 11.00

☐ Project site is undeveloped

☐ Project site is partially developed

10. Are there any underground utility easements or overhead power lines on the property? Explain:

No there are no underground utility easement or overhead power lines on this property.

11. When will the property or facility be open to the public? The property is currently open to the public

12. Who is the primary project manager?

☒ Applicant from Page 1

☐ Other - Specify:

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13. Who is handling the financial administration of the project? ☐ Applicant from Page 1

☒ Other - Specify: Julie Vallaincourt - Finance Director

14. Estimated Project Timeline:

Acquisition: Have you already purchased the property? If yes, date _____

If so, have you received a DNR "letter of retroactivity" for the project? ☐ Yes ☐ No

If no, anticipated closing date: _____

Development: Anticipated Start Date _____

Anticipated Completion Date _____

15. **Describe the current project site and use.** (Include physical characteristics, topography, vegetation cover type, presence of any waterways/wetlands, current land use and zoning classification, etc.)

The Kreher Park RV Campground currently has 33 RV campsites. The parks amenities include public swimming beach, playground, pavilion, boat landing and pedestrian trail.

Kreher Park is located on Lake Superior. The land is mostly flat and is covered with grass and few trees., the area to the south of the current campground is on a small hill home to a former railroad corridor. This area is zoned waterfront overlay district.

16. **Has the area been surveyed for endangered and rare species?** If yes, explain.

This area has not been surveyed for endangered or rare species. The project is located along the southern shores of the Chequamegon Bay of Lake Superior. The beaches, shoreline, and lagoons along this shoreline are a Migratory Bird Concentration Site as stated in by the DNR NHI. Preliminary results from the DNR NHI report indicate that there may be further review required by DNR.

17. **Have you discussed the project with your regional DNR Regional Project Manager within the past 6 months?**

☒ Yes ☐ No

DNR Contact Anne Loechler

18. **Has consultation with a DNR Water Management Specialist occurred prior to submitting the application?**

☐ Yes ☒ No

IF ACQUISITION:

19. The landowner (seller) is a(an): ☐ Individual ☐ Developer ☐ Corporation ☐ Other: _____

20. Is the property located within the boundaries of another unit of government?

☐ Yes ☐ No

If yes, attach copy of approval resolution from other jurisdiction.

21. **Is the property currently being leased or rented?** ☐ Yes ☐ No

If yes, Date agreement expires: _____

If yes, explain and include copy of the lease.

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22. Are there any buildings on the property?☐ Yes ☐ No

If yes, explain what will be done with them.

23. After (or at the time of) the land purchase, will a conservation easement be executed on the property? ☐ Yes ☐ No

If yes, explain and attach draft easement.

24. Did the seller originally acquire property 3 or less years before expected date of purchase?☐ Yes ☐ No

If yes, attach copy of seller's deed for potential grant calculation purposes.

25. Will the property be transferred to another eligible sponsor?☐ Yes ☐ No

If yes, explain and provide the adopting resolution from the accepting sponsor

26. Is seller requiring payment for property over time?☐ Yes ☐ No

If yes, explain.

IF DEVELOPMENT:**27. Does someone other than the applicant from page 1, own the site?** ☒ Yes ☐ No

If yes, explain and attach easement or lease document.

The State of Wisconsin owns the site as it is filled in lake bed.

28. Does the State of Wisconsin own the site?☒ Yes ☐ No

If yes, explain and attach the land use agreement/memorandum of understanding.

The City of Ashland has a 50 year lake bed lease with the State of Wisconsin.

29. What soil disturbance will be occurring on the site and what is the size of the total disturbed area?

Soil disturbances include digging up and replacing existing water lines and electric lines. Disturbance will also happen with the creation of the new campsites and bathhouse. Approximate size of the disturbed area will be 11 acres

Required Application Attachments

Please submit the following documents as attachments to the grant application. Note that some attachments are only applicable to select project types.

Stewardship Local Assistance, Federal Land & Water Conservation Fund, & Recreational Trails Program Grant Application

Form 8700-191 (R 03/22)

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Acq. Project	Dev. Project	Required Application Documents	
☐	☒	1	Grant Application (Form 8700-191) – Must be Signed by Project Applicant
☐	☒	2	Response to Ranking Questions & Criteria (Form 8700-338) and required documentation
☐	☒	3	Project Resolution from Grant Applicant (Form 8700-388 or something similar)
☐	☒	4	Project Location Map
☐	☒	5	Project Boundary Map
☐	☒	6	Topographic Map
☐	☐	7	Legal Description and GPS Coordinates
☐	☒	8	Environmental Hazards Assessment Form (Form 1800-001)
☐	☒	9	Cost Estimate Worksheet (Form 8700-014)
☐	☒	10	Estimated Construction / Acquisition Timeline
☐	☒	11	Site Plan (For Development projects -show facilities to be constructed with grant assistance; for Acquisition projects- identify planned trails or facilities.)
☐	☐	12	Remediation Plan and (if available) signed DNR Final Close-Out Letter – <i>Applicable only to projects with brownfields.</i>
☐	☐	13	Copy of related grant application and/or grant agreement (<i>applicable only if applicant is proposing a grant as all or part of their local match</i>)
☐	☒	14	Public Access & Acceptable Uses Form (Form 8700-322)
☐	N/A	15	Appraisal (<i>applicable to all acquisition projects and development projects that propose land donations as match</i>)
☐		16	Offer to Purchase (<i>if available</i>)
☐		17	Relocation Plan (<i>if applicable</i>)
☐		18	Copy of Seller's Deed (<i>applicable only if seller has owned property for less than three years</i>)
☐		19	Approval resolution from jurisdiction in which acquisition property is located (<i>if property to be acquired is located outside of the applicant's jurisdiction</i>)
☐		20	Land Management Plan
☐	N/A	21	Agricultural resource impact determination document from DATCP (<i>applicable only to acquisition projects with agricultural activity on the property</i>)
☐		22	Copy of Warranty Deed, Draft or Final Easement, Land Use Agreement, or Lease Document
N/A	☐	23	Required permits, if available
N/A	☒	24	Map showing the proposed project relative to the related larger trail system (<i>for RTP trail projects only; map should identify roads and bridges</i>).

Certification

I certify that information in this application and all its attachments are true and correct and in conformity with applicable Wisconsin Statutes.

Name of Authorized Representative

Sara AH Hudson

Signature

Title

Parks and Recreation Director

Date Signed