



WASHBURN COUNTY

WISCONSIN

## WASHBURN COUNTY

### FORESTRY DEPARTMENT

1760 Roundhouse Road • Spooner, WI 54870  
(715) 635-4490, Option 3 • Fax (715) 388-7947

## LEISURE LAKE YOUTH CAMP USE POLICY

*This policy is specific to 2026 only*

### FACILITIES

- 2600 square foot lodge/assembly building (four season)
- Four two-stall privy bathrooms
- Serving kitchen
- Swimming area

*Washburn County is planning on constructing cabins as well as a shower building in the future  
Timeframe to be determined.*

### WHEN CAN I MAKE RESERVATIONS FOR 2026?

- Beginning January 21 – Washburn County Government Programs Serving Youth
- Beginning February 1 – Washburn County Youth Groups
- Beginning February 14 – local municipalities and other youth groups
- Beginning March 1 – Washburn County residents and Washburn County non-profit organizations
- Beginning April 1 – other groups and non-residents

### DEFINITIONS

- Washburn County Government Youth Programs: A department of Washburn County government that has an established program serving youth in Washburn County.
- Washburn County and Outside Youth Groups: Must consist of at least 75% youth as part of an organization legally established within Washburn County as a non-profit entity, with a written primary objective of providing programs for youth.
- Local Municipalities: Towns, cities, and villages within Washburn County for the purpose of official meetings. Hourly or day use only.
- Washburn County Residents: Persons or entities who have a mailing address or own property in Washburn County.

**LIMITS OF USE** – an individual organization or entity is limited to no more than FIVE consecutive days of use, and no more than 15 total days per calendar year.

## DURATION OF STAY

- Day use of the facility is only allowed between the hours of 8:00 a.m. and 10:00 p.m. Activities must be completed and the facility cleaned and vacated no later than 10:00 p.m.
- For 2026, no overnight stays will be permitted. Should cabins be completed in 2026, overnight stays will be permitted for 2027.
- Camping on site is not permitted.

## USAGE FEES

- Washburn County Government Programs Serving Youth

Assembly Building Hourly	No Fee
Assembly Building Daily Use	No Fee
Security Deposit	None

- Washburn County and Outside Youth Groups

Assembly Building Hourly	\$25/Hour
Assembly Building Daily	\$100/Day
Security Deposit	\$250

- Local Municipalities

Assembly Building Hourly	No Fee
Assembly Building Daily	No Fee
Security Deposit	None

- Washburn County Property Owners/Washburn County Based Non-Profit Organizations

Assembly Building Hourly	\$50/Hour
Assembly Building Daily	\$200/Day
Security Deposit	\$250

- Other Groups and Non-Residents

Assembly Building Hourly	\$75/Hour
Assembly Building Daily	\$300/Day
Security Deposit	\$250

## FEE SCHEDULE AND CANCELLATIONS

- 100% payment for use is due at the time of reservation.
- Full reimbursement for cancellations up to 7 calendar days prior to use.
- 50% reimbursement for cancellations up to 3:00 p.m. of the day prior to use.
- No reimbursement will be issued for cancellations after 3:00 p.m. of the day prior to use.
- No reimbursement will be issued for no-shows.
- Security deposit to be submitted prior to arrival on site.

## LEISURE LAKE YOUTH CAMP RULES

1. The facility may not be used for any vending, business, or commercial venture. Fees may not be collected from guests regardless of whether the value is a donation, entry fee, or reimbursement of program costs.
2. Any advertised and organized event must have prior approval by Washburn County. Renters must provide Certificate(s) of Liability Insurance to Washburn County.
3. Individuals must be at least 25 years of age to reserve or rent the facility.
4. All persons entering the facility must sign in on the sign-up sheet.
5. Security deposit will be returned after satisfactory inspection of facility by Washburn County staff and facility key have been returned.
6. Renter agrees to comply with all requirements on Leisure Lake Youth Camp Departure Checklist.
7. Washburn County will provide garbage cans and garbage bags, but the renter is responsible for garbage disposal. A garbage dumpster is not provided.
8. Beach area shall remain open to the public. The renter does not have sole use of the beach area.
9. Any watercraft associated with camp use shall be non-motorized.
10. No ATV/UTV vehicles are permitted on the surrounding grounds.
11. The renter and their participants using the facility are responsible for compliance with any applicable laws or regulations relating to alcohol use. Alcohol may not be sold on the premise under any circumstances.
12. The renter and their participants using the facility are required to follow all policies and laws applicable to them and/or their organization.
13. Minor children must have adequate adult supervision at all times.
14. No pets allowed inside the building(s), except for service animals.
15. No smoking or vaping allowed inside the building(s).
16. No open flames inside any building.
17. Decorations may not damage walls or other features.
18. Keeping or discharging a firearm or weapon is not permitted within 500 feet of the camp (this does not apply to concealed carry permits).
19. Fireworks are not permitted.
20. No cutting trees or vegetation.
21. Campfires must be contained within fire rings provided by the county.
22. Picnic tables, benches or other furniture may not be relocated into the beach area. A \$25 charge will be assessed for each item found in the beach area.
23. Quiet hours are 10:00 p.m. – 8:00 a.m.
24. Camp users are required to comply with all other County Owned Land Ordinance provisions (Chapter 50 Washburn County Municipal Code).

[https://library.municode.com/wi/washburn\\_county/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH50PARE](https://library.municode.com/wi/washburn_county/codes/code_of_ordinances?nodeId=COOR_CH50PARE)

*Adopted by the Washburn County Forestry, Parks and Recreation Committee  
January 21, 2026*

*I have read and agree to abide by all Leisure Lake Youth Camp Rules.*

\_\_\_\_\_  
Renter Name (printed)

\_\_\_\_\_  
Renter Signature

\_\_\_\_\_  
Date

OFFICE USE

Key # issued:

Security Deposit Received:

Returned:

Returned:

## LEISURE LAKE YOUTH DEPARTURE CHECKLIST

- A/V system shut down and screen returned to wall
- Fireplace off
- Windows closed
- Heating/Cooling system returned to default settings
  - Spring/Summer: 55 In floor heat
  - Spring/Summer: 75 Forced Air
  - Fall/Winter: 65 In floor heat
  - Fall/Winter: 60 Forced Air
- Chairs stacked (100 chairs are available)
- Tables folded and returned to wall (40 72" x 24" nesting tables available)
- No personal property left in building
- Sinks and countertops wiped and free of any debris
- Floors swept
- Garbage (User is responsible for disposal. Do not leave garbage on site).
- Lights turned off
- Doors locked
- Outside picnic tables returned to original placement
- Any litter picked up and exterior grounds tidy