

## **PARKS & RECREATION COMMITTEE MEETING MINUTES**

Name of Committee: Parks & Recreation Committee  
Date of Meeting & Time: Monday November 16, 2020 at 9:30 a.m.  
Place of Meeting: Virtual via Zoom

Present: Tom Konetzke, Mike Norton, Steve Binder, Larry Lautenschlager. Excused – Don Nussbarn  
Also present: Rob Way, Tom McInnis, Vicky Redlin, Rick Helms – Winnebago County Parks, David Schedler, Joe and Kris Belongia, Brian Taylor, Jay Gottlieb, Ken Brusda, – Winnebago County citizens.

1. Call to order - Chairman Konetzke called the Virtual ZOOM meeting to order at 9:36 A.M. from the J.P. Coughlin Center, 625 E. Cty. Rd. Y, Oshkosh WI, Parks Department Conference Room.
2. Approval of Agenda – Steve Binder moved to approve the agenda and Mike Norton seconded. Motion carried 4-0.
3. Approval of October 19<sup>th</sup>, 2020 Minutes – Larry Lautenschlager moved to approve the minutes and Mike Norton seconded. Motion carried 4-0.
4. Public Comment relevant to Parks related matters - none
5. Approval of Budget Transfer as related to additional funding needed for the Asylum Point Bridge Replacement Project. Rob went over the process so far and confirmed the receipt of approval from the NRDA for additional grant funds of \$50,000 to augment the original \$100,000 grant already received and the remainder of the 2020 monies budgeted for the project which is \$10,000. Total amount for the new clear span steel bridge construction project is \$260,000. This type of structure should eliminate the damage done by ice shoves in the future, which has wiped out a bridge roughly every 10 to 12 years. The Finance Director previously informed Rob that the additional \$100,000 would be taken from the contingency reserve fund of the county. Steve Binder moved to approve the transfer of \$100,000 and Larry Lautenschlager seconded. Motion carried 4-0.
6. Approval of Budget Transfer as related to additional funding needed to improve the rigidity of the Soccer Shelter restroom stalls. Rob explained the need to revise the design of the restroom stalls due to a defective batch of hard plastic stall panels that have warped over time. Following several months of investigation into the reason(s) why the plastic panels were warping, an agreement was reached between the building contractor and the County that the affected panels be replaced under warranty. Further, it was decided that the County would pay an additional \$2,301 to have the contractor add several pilasters and additional brackets to the restroom stalls in order to add to their rigidity. Whereas the Soccer Shelter Rebuilding Project has no remaining fund balance, it is necessary that \$2,301 be allocated from the County's Undesignated Fund Account in order to address costs involved in increasing the rigidity of the Soccer Shelter restroom stalls. Mike Norton moved to approve the transfer of \$2,301 from the county's undesignated fund and Larry Lautenschlager seconded. Motion carried 4-0.
7. Appraisal of initial Grundman Boat Landing Concept Design(s) – two concept designs received from Ayres were gone over. Pros and cons of each design were discussed with citizen attendees providing input. This master plan strives to preserve green space and accommodate water retention while providing much needed additional boat trailer parking. Rob went over a rough timeline for the construction portion of the project in which he stated that after grant submission in May and probable grant approval in mid-to-late August, final

permit approval and bid letting would take place in September. Rob finished describing the probable frame of the timeline by stating that the project could begin in early spring of 2022. Some of the comments from citizen residents with regard to concept #1 included; relocation of mail boxes, traffic diversion or a wider road for ingress, screening at property lines, and responsibility for maintenance of proposed roadway that is currently done by residents. Some items still pending are; easements with the Town of Vinland for road widening and documentation of wetlands. There is a possibility of an 80%/20% grant from the Land and Water Conservation Fund with the least amount granted at 50%/50%. All of the properties in the concept design are county-owned. Overall the citizen residents attending approved of concept #2 which does not use Grundman Lane for ingress and supplies a designated buffer of vegetation along the boundary line of the resident whose property abuts the SE corner of Grundman Boat Landing. The amount of parking is essentially the same in both concepts with a kayak launch, picnic shelter, restroom, boat wash station and permit kiosk all included with the option of an additional ramp. Next steps for the master plan are; committee meeting with architect, community input meeting in January (probably virtual) followed by committee approval.

8. Formal naming of facility currently recognized as the Community Garden site – Rob noted the request from UWEX to name the garden "Sunnyview Garden Partnership" which removes the word "community" from the name as some area residents were removing produce from the garden and stated that they thought "community" meant it was for everyone. The name could be changed through formal action in the future should it be desirous to install an individual's name in memoriam for example. Mike Norton moved to approve the naming of the garden as "Sunnyview Garden Partnership" and Larry Lautenschlager seconded. Motion carried 4-0.
9. Discussion of Parks Director's departure in early January – Rob stated that he has given notice of retirement to the county and his last day will be January 6, 2021. In the meantime, work is proceeding to wrap up ongoing projects as much as possible. Vicky Redlin will be in charge as the Acting Parks Director until a successor is hired. Due to Covid there has been time to go over necessary items with regard to projects as well as regular ongoing parks/expo operations. A new director will probably not be named until late February 2021 at the earliest since the job is not posted yet and interviews must take place. This transition will be markedly faster if the new director is from in house. Steve Binder would like to proceed as soon as possible with scheduling a meeting with Fox Crossing to go over an agreement with them for use of roadway and easements on property within the village for the north county dog park. He would like to have Corporation Counsel provide the necessary documents prior to that meeting date.
10. Parks Director's Updates: The CIP plan was turned in to Finance Dept. on Friday 11/13/2020. It will be brought to the next committee meeting for members to see and comment on. If planning goes as predicted, a county board presentation for the phase 1 of the expo project will take place in January. A flail mower is also included in the CIP for next year which will also be presented at the January county board meeting.
11. Committee Chairman's Update: Rob will be missed.
12. Committee Member's Updates: Steve Binder asked for an update on the Bahling Memorial Arbor for The Natural Way for which funding was provided as an amendment to the 2021 budget. Vicky stated that presently Rettler Corp. is finalizing the installation specs for the project with proposal requests going out after the new year. Mrs. Bahling and her family are very appreciative of this honor bestowed upon her late husband and thanks the county board for approving the funding.
13. Staff Updates: Tom McInnis reported that winterization has taken place, 3 trucks were sold as surplus, the old milking barn adjacent to the workshop has been torn down which will

necessitate some type of screening from the neighboring property for security purposes, and several damaged trees and wash outs have been taken care of along the trails.

Rick Helms noted that the expo is also ready for winter and the testing site will be taken over by the Health Dept. from the National Guard on 12/10/2020 so that the Guard members can quarantine prior to returning home for the holidays. Work is progressing on the expo master plan and staff has completed many painting and maintenance projects that otherwise would not have been finished if the buildings were occupied by events.

Vicky Redlin reported that due to Covid 19 restrictions, park shelter reservations will be taking place by mail for 2021, beginning February 1, 2021. Updates to the Health Dept. guidelines for events and gatherings will dictate what will eventually take place within the park and at the expo. The Finance Dept. is moving ahead with providing the ability to accept credit/debit cards for park/expo reservations and payments as well as boat launch trailer parking permit fees. Staff is looking at several options for software to be installed to accommodate online reservations and permits. The annual User Group meeting is also pushed back to later in February 2021 due to unanswered questions regarding Covid and will be a virtual event. The Trivia Challenge promotion with WVBO 103.9 on Facebook concluded today and prize winners are being tabulated. Socially distanced prize pick-up of swag bags from the radio station and parks is scheduled for the first week of December. Expo events have cancelled for January and there are two waiting for an official announcement from parks as to whether February events will take place. It is planned that at the end of November, after discussion with the Health Director, the announcement will be made regarding inside events over the winter months. Going forward using the assumption that some type of outdoor activities will be able to take place beginning in May 2021, expo horse show events are predicted to take place. A disclaimer is in place that upon guidance from the Health Dept. any event may be cancelled, postponed, or required to meet with Health Dept. officials prior to taking place. Events that are scheduled at the expo within the expo building during the winter months that presumably will have to be cancelled, will be given the option of holding another type of event outdoors, if possible. Most of these events are fundraisers and the outdoor option for spring/summer events would help out greatly. As with all events on parks properties, any rescheduled indoor events to outdoor events will take place only if Health Dept. guideline can be followed. Steve Binder asked if there has been any movement towards events at the Sunnyview Stadium. Staff has reached out to area promoters and they have responded with interest but are cautious to see what route Hypervibe takes after filing for bankruptcy over cancellation of CUSA/RUSA in 2020. Most say it is highly unlikely there will be any events of any size taking place in 2021 due to COVID so they are taking a wait and see attitude at this time. Staff will keep in touch with those contacts.

14. Next Meeting Date and Future Agenda Items: December 21<sup>st</sup>, 2020 at 9:30 a.m. virtually via Zoom. North county dog park update, Grundman concept design with architect, Navigation Aids Program – 2020 Report.
15. Adjournment – Mike Norton moved to adjourn and Larry Lautenschlager seconded. Motion carried 4-0. Meeting adjourned 11:10 a.m..

Respectfully Submitted,  
Vicky Redlin  
Program Manager