

JULIE A. BARTHELS
Winnebago County Clerk
112 Otter Avenue, P.O. Box 2806
Oshkosh, WI 54903-2806

NOTICE OF COMMISSION, BOARD OR COMMITTEE MEETING

Name of Committee: Parks & Recreation Committee
Date & Time of Meeting: Tuesday, November 14th, 2023 at 10:00am
625 E Cty Rd Y
Oshkosh, WI 54901
Volunteer Room

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 260 447 653 060

Passcode: Ckuz2o

SUBJECT MATTER OF THE MEETING

1. Call to order
2. Approval of Agenda
3. Approval of October 10th, 2023 Meeting Minutes
4. Approval of October 24th, 2023 Meeting Minutes
5. Public Comment
6. **Discussion/Action** – 2024 Boat Landing Trailer Parking Fee Schedule Modification
7. **Discussion/Action** – Budget Transfer – Camera Installation at Grundman Boat Landing
8. **Discussion/Action** – Budget Amendment – Disc Golf Basket Replacement/Fundraiser
9. **Discussion** – ATVs on the WIOUWASH Trail
10. Park Director Updates
 - Grundman Boat Landing Construction Update
 - Netzer Home Project Update
 - Comprehensive Outdoor Recreation Plan
11. Next Meeting Date:
12. Future Agenda Items:
13. Adjournment

Upon request, provisions will be made for people with disabilities upon 24 hours prior notice to the Office of the County Clerk. Phone Number: 232-3430.

Parks & Recreation Committee Meeting Minutes

Date & Time of Meeting: Tuesday, October 10, 2023 at 10 a.m.

Location: J.P. Coughlin Center

Present: Josh Belville, Steve Binder, Jim Ponzer, Karen Powers

Also Present: Adam Breest, Justin DeJager, Rick Helms, Kyle Vergin, Paul Kaiser (Finance Director)

1. Call to order:

Karen Powers called the meeting to order at 10:00 a.m.

2. Approval of Agenda:

Steve Binder moved to approve the agenda and Jim Ponzer seconded.
Motion carried 4-0.

3. Approval of August 8, 2023 Minutes:

Josh Belville moved to approve the minutes and Steve Binder seconded.
Motion carried 4-0.

4. Approval of August 29, 2023 Minutes:

Josh Belville moved to approve the minutes and Jim Ponzer seconded.
Motion carried 4-0.

5. Public Comment:

No comment.

6. **Presentation** – Comprehensive Outdoor Recreation Plan by MSA Professional Services

Emily Soderberg, from MSA, gave a presentation/overview of the CORP and Community Park Master Plan. Reviewed the public input meeting #1 and the park system-wide survey results; 550 responses on the survey. Results are available on Parks website. Community Park Charette was reviewed. Community Park, trail, and boat launch focus groups have reviewed the charette and provided feedback. An online, public survey specifically for the Community Park is currently live and can be accessed on the Parks website. Public input meeting #2 will be in late October or early November.

7. **Budget Presentation** – 2024 Parks Executive Budget

Adam Breest gave a summary of the 2024 budget. Maintenance/management is a very large portion of the budget. Sunnyview has increased revenue two years in a row and has been finding creative ways to host multiple events at the same time. West campus improvements at Sunnyview are coming up next year. Department has put more emphasis on programming with BAGO partnerships and events. A new park caretaker position was not approved for the budget.

Highway budget for vehicle maintenance going down and contracted vehicle maintenance going up. Equipment requests include a trail groomer, floor scrubber, and landscape trailer. Landing fees for boat landings will increase.

8. **Presentation** – Sunnyview Expo Sign Lease – Sign Design

Adam Breest reviewed the latest design specs and reviewed timeline/priorities for approval. Sign will be backlit, 42' high and 36' wide. Would like to have the sign installed by next spring. The area is zoned commercial. County gets 10% of the advertising time on the display. County will also receive some rental revenue from the sign. Committee would like to have a pilaster/brick column at the bottom of the poles (about 8-10 feet up) to make it look a little nicer, if it's within the budget.

9. **Discussion/Action** – Budget Amendment – Plow Blade

Requesting \$950 complete the purchase of the plow blade.

Steve Binder made a motion to recommend to the Finance Committee to authorize the budget amendment for the purpose of purchasing a plow blade for the new pick-up truck purchased in 2023. Seconded by Josh Belville. Motion carried 4-0.

10. **Discussion/Action** – 5 Year Expo Contract – Winnegamie Dog Club

Winnegamie Dog Club has to secure a long-term contract in order to get proper certifications. They've also been long-time customer with a good track record.

Josh Belville made a motion to approve the five-year contract between the Winnebago County Parks Department and the Winnegamie Dog Club. Seconded by Jim Ponzer. Motion carried 4-0.

11. **Discussion/Action** – 3 Year Expo Contract – Take a Kid Hunting Foundation

Take a Kid Hunting Foundation has been a longtime customer and a good user of the facility.

Steve Binder made the motion to approve the three-year contract between the Winnebago County Parks Department and the Take a Kid Hunting Foundation dba Bob & Rocco Gun Shows. Seconded by Josh Belville. Motion carried 4-0.

12. Park Director Updates

Grundman project on schedule and going well, considering adding security cameras to the boat landing area. Netzer home project has started, LP tank removed, electric and water getting shut off, well will be capped for winter, pump septic tank, and tear-down; barn coming down as well.

13. Next Meeting Date:

Steve Binder requested committee member park tour to review completed projects and upcoming projects.

Park Tour: Tuesday, October 24 at 10 a.m.

Committee Meeting: Tuesday, November 14, 2023 at 10 a.m.

14. Future Agenda Items:

Park Tour

15. Adjournment

Josh Belville made the motion to adjourn and it was seconded by Jim Ponzer.

Motion carried 4-0. Meeting adjourned at 11: 23 a.m.

Respectfully Submitted,
Justin DeJager

Parks & Recreation Committee Meeting Minutes

Date & Time of Meeting: Tuesday, October 24, 2023 at 10 a.m.

Location: J.P. Coughlin Center

Present: Josh Belville, Steve Binder, Jim Ponzer, Karen Powers

Absent: Rachael Dowling

Also Present: Rick Helms, Kyle Vergin

1. Call to order:

Karen Powers called the meeting to order at 10:00 a.m.

2. Approval of Agenda:

Steve Binder moved to approve the agenda and Jim Ponzer seconded.
Motion carried 4-0.

3. **Parks Staff Led the Parks Committee on a Parks Tour of the following properties.**

- Sunnyview Exposition Center
- Community Park Shelters/Parking Lots
- Grundman Boat Landing
- Shangri La Nature Preserve
- Waukau Dam
- Return to Coughlin Building Parking Lot

4. Next Meeting Date:

Committee Meeting: Tuesday, November 14, 2023 at 10 a.m.

5. Future Agenda Items:

6. Adjournment

Jim Ponzer made the motion to adjourn and it was seconded by Steve Binder.
Motion carried 4-0. Meeting adjourned at 2:04 p.m.

Respectfully Submitted,
Adam Breest

Agenda Item Report



Winnebago County
The Wave of the Future

DATE: November 14, 2023
TO: Members of the Parks and Recreation Committee
FROM: Parks Director
RE: Chapter 19.24-11 Boat Landing Trailer Parking Permit Fees

General Description: The Parks Department is interested in making changes and modifications to Chapter 19.24-11 Boat Landing Trailer Parking Permit Fees.

Requested Action:

We are asking the committee to support the changes to Chapter 19.24-11 and recommend them to the County Board.

Procedural Steps:

Parks and Recreation Committee	Meeting date: 11/14/23
Action taken:	Vote:
County Board	Meeting Date: 12/19/23
Action Taken	Vote:

Background:

The Winnebago County Parks Department is requesting to increase the boat landing fees for the 7 Winnebago County Boat Landings. The department feels that this increase is necessary to keep up with the needed maintenance and the cost of the maintenance. The goal is to make the boat landing fund more self-sustaining into the future.

Justification:

The Winnebago County Parks Department is requesting to increase the fees at the 7 Winnebago County Boat Landings. At the present moment, the Boat Landing Fund has \$168,705 in reserves. \$125,000 is scheduled to be spent next year to fix the Eureka Boat Landing.

In 2020, we ended the year losing \$63,532. In 2021, we ended the year losing \$36,922. In 2022, we ended the year profiting \$36,347. In 2023, we are projected to net less than \$15,000 by year end. In total in the last 4 years, we will have lost \$49,107. The long-range goal is to make the Boat Landing fund self-sustaining outside of larger capital improvement projects such as the Grundman Boat Landing Improvement project. We made steps in the right direction in 2022 when we removed the buoys from the boat landing fund. Now we need to look at increasing our fees to a rate in which we can comfortably take on a larger project every other or every third year.

In 2024, the Parks Department requested \$125,000 to repair the Eureka concrete landing. The cost for many of these repairs will be \$100,000 or higher due to the type of work that is being performed at the landings. I have included a few of these future projects below.

Our goal as the Parks Department is provide highly quality access points to our water system. We feel that by increasing the fees we are creating a more sustainable budget for the future.

Sample Future Projects

- Eureka Concrete Landing
- Poygan Concrete Landing
- Additional Parking and Bathrooms at Butte des Morts
- Dredging – Buttes des Morts, Eureka, Boom Bay, Poygan, Black Wolf, and Asylum
- Parking Lot Pavement – Boom Bay, Poygan, 2nd Half of Black Wolf, Asylum, and Eureka
- Future Parking Expansion at Black Wolf

PROPOSED FEE INCREASE AMOUNTS		
Permit Type	Current Fee	Proposed Fee
3 County	\$50.00	\$50.00
3 Year Resident	\$75.00	\$120.00
3 Year Non-Resident	\$100.00	\$150.00
3 Year Senior	\$60.00	\$105.00
Annual Resident	\$35.00	\$40.00
Annual Non-Resident	\$45.00	\$50.00
Annual Senior Resident	\$30.00	\$35.00
3 Year Resident Supplemental	\$10.00	\$30.00
3 Year Non-Resident Supplemental	\$20.00	\$45.00
Annual Resident Supplemental	\$5.00	\$60.00
Annual Non-Resident Supplemental	\$10.00	\$60.00
Daily	\$7.00	\$8.00

PROJECT INCOME WITH FEE INCREASE	
Years After Fees Increase	Fund Balance
1	\$39,468.00
2	\$78,936.00
3	\$118,404.00
4	\$157,872.00
5	\$197,340.00
6	\$236,808.00
7	\$276,276.00
8	\$315,744.00
9	\$355,212.00
10	\$394,680.00

The Parks Department did look at the surround area/market. A full table is included below. Most counties and municipalities do not have a 3-year pass. The most comparable location is Brown County because they have 8 boat landings located on Lake Michigan and the Lower Fox River. These are major bodies of water. Winnebago County has 7 landings located on Winnebago, Butte des Morts, Poygan, and the Fox River.

MARKET RESEARCH				
	# of Landings	Daily	1 Year Resident	3 Year Resident
Winnebago County	7	\$7.00	\$35.00	\$75.00
Calumet County	3	\$6.00	\$35.00	N/A
Brown County	8	\$6.00	\$60.00	N/A
Fond du Lac County	3	\$6.00	\$35.00	N/A
City of Oshkosh	6	\$7.00	\$30.00	\$70.00
City of Neenah	2	\$7.00	\$21.00	N/A
City of Menasha	4	\$6.00	\$20.00	N/A
Village of Winneconne	2	\$7.00	\$30.00	N/A
Winnebago County Proposed	7	\$8.00	\$40.00	\$120.00

PERMITS SOLD - 2022	
Permit Type	Total Permits Sold
3 County	29
3 Year	155
3 Year Non-Resident	113
3 Year Senior	232
Annual	158
Annual Non-Resident	128
Annual Senior	118
Sup. 3 Year	18
Sup. 3 Year Non-Resident	3
Supplemental	6
Sup. Non-Resident	4
Season Pass Total	964
Boat Launch Daily Revenue	8711

Attachments:

- Ordinance
- Exhibit A

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ORDINANCE: Amend Winnebago County General Code Chapter 19.24-11 "Boat Landing Trailer Parking Permit Fees" to Include the Proposed Fee Schedule for the Winnebago County Public Boat Landings.

TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:

WHEREAS, the Parks and Recreation Committee has reviewed and recommends approval of the following amendments to the Winnebago County General Code Chapter 19.24-11 Boat Landing Trailer Parking Permit Fees as attached; and

WHEREAS, the amendments adjust the boat trailer parking fees at the Winnebago County Boat Landings to better reflect market value and to better position the County in the future to perform needed maintenance at the landings; and

WHEREAS, the Winnebago County Parks Department has identified numerous high-cost repairs and opportunities through the Comprehensive Outdoor Recreation Plan such as the Eureka concrete landing, Poygan concrete landing, Butte Des Morts parking and bathroom expansion in addition to parking lot maintenance and repaving at numerous locations coupled with dredging at numerous locations; and

WHEREAS, the current Boat Landing fee is not sustainable if Winnebago County wants to pay for many of the above upgrades through the fees paid by boat landing users; and

WHEREAS, the Parks Department will enforce the updated fees listed in Chapter 19.24-11 Boat Landing Trailer Parking Permit Fees.

NOW, THEREFORE, THE WINNEBAGO COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:

That Chapter 19.24-11 Boat Landing Trailer Park Permit Fees of the General Code of Winnebago County be revised as listed in Exhibit A.

BE IT FURTHER ORDAINED by the Winnebago County Board of Supervisors that said amendment to the General Code of Winnebago County shall become effective on the date following the date of publication.

Fiscal Impact: No fiscal impact

Respectfully submitted by:
PARKS & RECREATION COMMITTEE

Committee Vote:

Vote Required for Passage: **Majority of Members Present**

Approved by the Winnebago County Executive this ____ day of _____, 2023.

Jonathan D. Doemel
Winnebago County Executive

Exhibit A - Revisions

(11) BOAT LANDING TRAILER PARKING PERMIT FEES.

(a) No person shall park a boat trailer, whether attached or detached to a vehicle, in any Winnebago County Park or at any Winnebago County boat launch facility without first paying the applicable daily, annual or multi-year parking fee. Such fees may be waived upon the written approval of the Winnebago County Parks Director.

(b) Annual Permits: Annual permits shall be valid from the date of issuance through December 31 of the same calendar year. Multi-year permits shall be valid for three (3) years from the date of issuance through December 31 of the third calendar year after issuance. Annual and multiyear permits shall be sold through the Parks Department and/or other outlets as are designated by the Director of Finance for Winnebago County.

(c) Daily Permits. Daily permits may be purchased through the self-registration facilities available at each boat launch site. Such permits may be reused at any boat launch site in Winnebago County and shall only be valid during the same purchase day.

(d) Fees. The annual boat trailer parking permit shall be ~~the following: \$35.00 for residents and \$45.00 for nonresidents. The annual boat trailer permit fee for senior residents' citizens age 55 years or older shall be \$30.00 for residents. A multi-year boat trailer parking permit shall be \$75.00 for residents and \$100.00 for non-residents. The multi-year (3-year) boat trailer parking permit fee for senior citizens age 55 or older shall be \$60.00 for residents. For purposes of this ordinance, "resident" status shall be considered as either one of the following:~~

<u>Permit Type</u>	<u>Fee</u>
<u>3 County</u>	<u>\$50.00</u>
<u>3 Year Resident</u>	<u>\$120.00</u>
<u>3 Year Non-Resident</u>	<u>\$150.00</u>
<u>3 Year Senior</u>	<u>\$105.00</u>
<u>Annual Resident</u>	<u>\$40.00</u>
<u>Annual Non-Resident</u>	<u>\$50.00</u>
<u>Annual Senior</u>	<u>\$35.00</u>
<u>3 Year Resident Supplemental</u>	<u>\$30.00</u>
<u>3 Year Non-Resident Supplemental</u>	<u>\$45.00</u>
<u>Annual Resident Supplemental</u>	<u>\$60.00</u>
<u>Annual Non-Resident Supplemental</u>	<u>\$60.00</u>
<u>Daily</u>	<u>\$8.00</u>

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~~For purposes of this ordinance, "resident" status shall be considered as either one of the following:~~

1. An individual currently residing in Winnebago County as is indicated by that person's driver's license.
2. An individual currently owning property within Winnebago County as is indicated by a tax receipt for the prior year.

Along with the purchase of an initial boat trailer parking permit, an individual shall have the option of acquiring an additional permit for a second automobile, motor home, or truck registered to the same

individual to use to pull a boat trailer. ~~The additional one-year supplemental permit shall cost \$5.00 for residents and \$10.00 for non-residents. An additional multi-year supplemental permit shall cost \$10.00 for residents and \$20.00 for non-residents.~~ At any time following the initial transaction, a supplemental permit or replacement permit may be acquired at the Winnebago County Parks Department or Winnebago County Clerk's Office for the corresponding permit period. Proof of vehicle registration shall be required for such transactions. Annual and multi-year stickers shall be prominently displayed and permanently affixed to the lower corner of the interior of the windshield on the driver's side of the automobile, motor home, or truck utilized to pull the boat trailer. ~~The~~ A daily boat trailer parking permit ~~fee shall be \$7.00~~ can also be purchased at each of the 7 Winnebago County landings. The side of the daily envelope stub displaying the vehicle license plate number shall be placed face up on the driver's side dash board such that it can be easily read from outside the vehicle.

(e) Vehicles attached to or pulling boat trailers shall have displayed and/or affixed on them an annual, multi-year or daily boat trailer parking permit receipt and/or sticker when parking in the following areas:

1. Lake Butte Des Morts Boat Launch
 - a. Parking Lot and permissible turf areas
2. Eureka Boat Launch
 - a. Parking lot and permissible turf areas
3. Black Wolf Boat Launch
 - a. Parking lot and permissible turf areas
4. Boom Bay Boat Launch
 - a. Parking lot and permissible turf areas
5. Lake Poygan Boat Launch
 - a. Parking lot and permissible turf areas
 - b. Both sides of County Trunk B from Poygan Shores Lane to Lake Poygan Road
6. Grundman Park Boat Launch
 - a. Parking lot ~~and permissible turf areas~~
7. Asylum Point Park Boat Launch
 - a. Parking lot and permissible turf areas
 - b. Both sides of Sherman Road from Snell Road south until its terminus

(f) Authorized Traffic Officers. For purposes of enforcing this section of the Winnebago County General Code, employees in the Winnebago County Parks Department are hereby designated as "traffic officers" within the meaning of § 340.01(70) and 349.13, Wis Stats, and are hereby authorized to issue citations for non-moving violations of this section.

(g) Responsibility of Owner. The owner of a vehicle involved in a violation of this Ordinance shall be liable for the violation. It shall be no defense to a violation of this Ordinance that the owner was not operating the vehicle cited at the time of the violation or that the owner did not personally park the boat trailer in a prohibited area.

(h) Enforcement of Parking Restrictions. Traffic officers observing violations of parking restrictions specified within this chapter may issue parking tickets that shall be attached to the vehicle parked in violation. Each parking ticket shall specify:

1. The location of the vehicle parked in violation of provisions of this section.
2. The license number and state of licensing of the vehicle
3. The time that such vehicle was parked in violation of the provisions of this chapter.
4. Any other facts or knowledge which is necessary for a thorough understanding of the circumstances attending to the violation

(i) Basic Penalty for a Violation. Basic penalty for violation of this section shall be Thirty-five Dollars (\$35.00).

(j) Payment of Violation: Time Limits; Failure to Pay. Each owner or operator shall, within 48 hours after 8:00 p.m. of the violation, pay to the County as a penalty for and in full satisfaction of such violation, the basic penalty as stated within this section. Each such owner or operator shall, after said 48-hour period, pay a penalty of Fifty Dollars (\$50.00). If the penalty is not paid within five (5) days after 8:00 p.m. of the day of the violation, each owner or operator shall then pay a penalty of Seventy-five Dollars (\$75.00). The failure of such owner/operator to make such payments shall render such owner/operator subject to the penalties hereinafter provided for each violation of the provisions of this section.

(k) Non-Moving Violations Registration Program. In addition to all other methods of collecting parking fines provided for in this section, the proper County officials are hereby authorized and directed to use the procedures provided for in § 345.28, Wis Stats, and to take all actions authorized under said section with regard to suspension of the registration of motor vehicles with unpaid citations.

(l) Alternate Procedure. In lieu of the foregoing provisions, a person that has been issued a parking ticket for violation of this section may request a hearing regarding such violation. This person shall be issued a summons and citation and such proceedings shall thereafter be governed by §§ 345.34 through 345.47, Wis Stats.

(m) Use of Permit Fee Revenue. The net revenue resulting from the sale and enforcement of trailer boat parking permits after the deduction of the cost of collection, enforcement, administration and operation shall be used to establish, maintain and improve County-owned boat launch facilities.

(n) Effective Date. This ordinance shall be effective as of ~~March 31, 2003~~ January 1, 2023.

Agenda Item Report



Winnebago County
The Wave of the Future

DATE: November 3, 2023
FROM: DIRECTOR OF PARKS AND EXPO CENTER
RE: BUDGET TRANSFER ADDITION OF CAMERAS AT THE GRUNDMAN BOAT LANDING

General Description:

The Winnebago County Parks Department is requesting additional funds for the Grundman Boat Landing Capital Project to install 3 cameras and 1 license plate camera at the Grundman Boat Landing.

Requested Action:

The Parks Department recommends that the Parks and Recreation Committee recommends to the Finance Committee to authorize the budget transfer for the purpose of installing 4 cameras, over 1000 feet of cable and the server to support the installation of security cameras at the Grundman Boat Landing.

Procedural Steps:

Parks and Recreation Committee	Meeting date: 11/14/23
Action taken:	Vote:
Personnel and Finance Committee	Meeting date: 12/7/23
Action taken:	Vote:

Background:

In 2023, the Parks Department received bids from qualified contractors for the Grundman Boat Landing project. The low bid was from Janke General Contractors in the amount of \$1,749,962.00. Our budget is \$1,791,500. This provided us with \$41,538 or 2.31% contingency on the project. Typically, you would like at least 5% in contingency to address any change orders that comes up through construction. The goal was to try and add the cameras in through savings in the project. We needed to utilize contingency to execute the priorities within the project.

The Parks Department is requesting \$18,000 from the contingency fund to pay for the installation and purchase of a security system at the Grundman Boat Landing. This will include 3 cameras and 1 license plate camera. It also includes the necessary cabling and internal IT systems. This will be an internal system not connected to our network.

The conduit, the special light poles, and POE switches were already provided within the initial scope of construction, so we do not need to tear out any asphalt. The security system will be housed in the mechanical room in the new bathroom.

Attachments:

- Budget Transfer

Agenda Item Report



Winnebago County
The Wave of the Future

DATE: November 3, 2023
FROM: DIRECTOR OF PARKS AND EXPO CENTER
RE: BUDGET AMENDMENT COMMUNITY PARK DISC GOLF BASKETS

General Description:

The Winnebago County Parks Department is requesting a budget amendment to purchase accept additional revenue to go towards the purchase of 36 new disc golf baskets at the Community Park.

Requested Action:

The Parks Department recommends that the Parks and Recreation Committee recommends to the Finance Committee to authorize the budget amendment for the purpose of accepting revenue and increasing expense to purchase 36 new disc golf baskets.

Procedural Steps:

Parks and Recreation Committee
Action taken:
Personnel and Finance Committee
Action taken:

Meeting date: 11/14/23
Vote:
Meeting date: 12/7/23
Vote:

Background:

In 2023, the Parks Department began working through the Comprehensive Outdoor Recreation Plan. One of the areas identified that needs improvement is the 36-hole disc golf course at the Community Park. More specifically, the users of the disc golf course expressed interest in new baskets. The current baskets do not catch the discs very well. The disc golf group proposed hosting an auction and selling the baskets to in turn pay for new baskets.

The Parks Department is requesting a budget amendment to accept an estimated \$5400 in revenue from the auction. The Parks Department is then requesting \$5400 in additional spending authority for the purchase of the new baskets. The department would sell the baskets in December, purchase new baskets over the winter, and install the new baskets in spring.

Attachments:

- Budget Amendment

Agenda Item Report



Winnebago County
The Wave of the Future

DATE: November 14, 2023
TO: Members of the Parks and Recreation Committee
FROM: Parks Director
RE: ATVs on WIOUWASH Trail

General Description:

The Town of Oshkosh is requesting the Parks Department to allow for ATV use from November – March along the WIOUWASH Trail from West Wind Road to the first bridge for access to Lake Butte des Morts.

Requested Action:

Staff are looking for direction from the Parks and Recreation Committee. A policy decision needs to be made in regard to Chapter 19 and if ATVs will be allowed on the WIOUWASH Trail. Also, the State Master Plan for the WIOUWASH Trail would need to be revised as the State Trail Plan for the WIOUWASH Trail does not allow ATVs on the WIOUWASH Trail. The Parks and Recreation Committee also needs to decide if any funds will be allocated towards this project.

Procedural Steps:

This item was requested to be added to the agenda for discussion only by Chairman Powers.

Background:

This was a discussion item in August of 2022. I have included the discussion items that I included last year below.

In August of 2021, the Town of Oshkosh Chairman, Jim Erdman attended a Parks and Recreation Committee meeting and requested the Winnebago County Parks Department to consider allowing ATVs on the WIOUWASH Trail during the winter months for the purpose of access Lake Butte des Morts. In the past, users parked on Edgewood Lane on the north side of Lake Butte des Morts within the Town of Oshkosh. They utilized this fire lane/boat landing to drive their ATV onto the lake. In the last year or so, the Town of Oshkosh signed the road with no parking signs only during the winter months.

A diagram has been included below showing the portion of the WIOUWASH Trail that is being requested for ATV use.



If the Parks Department was to allow ATVs along the WIOUWASH Trail, the following items need to be considered.

Policy Discussion/Items to Consider

- **DNR State Trail Designation** - The WIOUWASH Trail within Winnebago County is designated as a state trail. The County would be required to go through the WI DNR master plan process if a change of use for the trail would be proposed. Staff would need to reach out to the WI DNR to see what the timeline and process would be. This process would need to include Outagamie County since they share the WIOUWASH Trail with Winnebago County.
- **Maintenance** – If the trail is utilized during a time period where there is not a lot of frost in the ground, we will experience damage to the trail. The Parks Department does not have the ability currently to check the trail on a daily basis. The snowmobile alliance assists the department in closing and opening the snowmobile trails in the winter. If ATVs are allowed on the trail in the winter time, this would require extra maintenance in the spring of each year to remove ruts and safety hazards within the trail surface area. Also, I have a concern in regard to staff. Currently, we have over 1000 acres and over 20 miles of trail in the county that is managed by only 5 full-time park caretakers.

- **MOA** – A MOA between the Town of Oshkosh and Winnebago County would need to be drafted. This MOA would need to spell out the responsibilities of both the Town and the County.
- **Permitting** – If the County is to place improve access to Lake Butte des Morts with any construction activity along the Wiouwash Trail, we would need to go through the Chapter 30 permitting process with the WI DNR. These permits take a minimum of 60 days once they are submitted.
- **Enforcement** – Will this be enforceable by the Sheriffs department? What is stopping a user from continuing to ride down the trail once we allow this short section. A bollard or gate would need to be considered within this project at the bridge. We would also need to consider how a gate or bollard would affect the operation of the snowmobiles.
- **Continuity** – Outagamie County and Waupaca County do not allow ATV's on the Wiouwash Trail. This is a shared trail between multiple counties so this must be a consideration.
- **Chapter 19** – The current County Code - Chapter 19 indicates that no vehicle use of any kind is allowed on the trail other than emergency, police, or County maintenance vehicles. Chapter 19 would need to be modified by the Parks and Recreation Committee and County Board to allow ATVs on the WIOUWASH Trail.
- **User Conflicts** – At the present time the trail is frequented by bikers, fat tire bikers, walkers, runners, cross country skiers, snow shoeing, and horseback riders. We need to put into consideration how the additional use of the trail will affect the other users.
- **Corporation Counsel Review** – We will want Corporation Counsel to review our any proposal from the committee.