

SUSAN T. ERTMER
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: Monday, November 29th, 2022 at 3:30 p.m.
625 E Cty Rd Y
Oshkosh, WI 54901

Join Zoom Meeting
[https://us06web.zoom.us/j/87176330120?](https://us06web.zoom.us/j/87176330120?pwd=aGRwNTRDcXdNUzhNZ2FXSmRtRFFkdz09)
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Meeting ID: 871 7633 0120
Passcode: 171785
One tap mobile
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SUBJECT MATTER OF THE MEETING

1. Call to order
2. Approval of Agenda
3. Approval of October 24th, 2022 Minutes
4. Public Comment
5. **Discussion/Decision** – Sunnyview Exposition Table and Chairs Budget Transfer
6. **Presentation** – Shangri La Nature Preserve Video Walkthrough
7. Staff Updates:
8. Committee Member's Updates:
9. Next Meeting Date:
10. Future Agenda Items:
11. Adjournment

****This meeting is also being posted as a Committee meeting for:**
• **Information Systems**

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: Monday, October 24, 2022 at 3:30 p.m.

Location: J.P. Coughlin Center, meeting room B

Present: Mike Norton, Jim Ponzer, Karen Powers, Steve Binder, Rachael Dowling

Also Present: Adam Breest, Rick Helms, Justin DeJager

1. Call to order:

Mike Norton called the meeting to order at 3:31 p.m.

2. Approval of Agenda:

Steve Binder moved to approve the agenda and Jim Ponzer seconded.
Motion carried 5-0.

3. Approval of September 26, 2022 Minutes:

Jim Ponzer moved to approve the minutes and Karen Powers seconded. Motion carried 5-0.

4. Public Comment:

David Kane, Winnebago County Resident – The County Board should give people more time to talk. Thanked the County Parks department for the work on the Grundman Boat Landing. Would like the Parks Department to conduct a large community survey.

5. **Discussion/Decision** – 2023-2025 Sunnyview Expo Utility Fees

Rick Helms discussed. Currently one flat rate for all events at Expo Center. Utility fees were only set through 2022. Made a determination to create fee scale based on location and/or scope of event. WPS fees are up 8% this year.

How do our fees compare to other event venues in the area? Need to be competitively priced. Parks Department should revisit the fee scale next year.

Karen Powers made a motion that Chapter 19: Exhibit A: Sunnyview Exposition Center Rental Fees Schedule of the General Code of Winnebago County be revised to add the proposed utility fees for 2023, 2024, 2025 and modify the rental fee of equipment. Steve Binder seconded.
Motion carried 5-0.

6. **Discussion/Presentation** – 2023-2027 Parks Department Capital Improvement Plan

Reviewed the five-year Capital Improvement Plan for the Parks Department. Upcoming projects include Grundman Boat Landing improvements, automatic pay stations at boat landings, and Waukau Dam improvements. Waukau Dam was moved up due to the condition of the area. Requested ARPA funds for pay stations, Waukau Dam, Expo Center Phase 2. Would like to see Community Park taken off well water and connect to city water.

7. **Discussion** – Parks and Recreation Committee County Board Survey Results

Reviewed the survey results. 12 responses. Most responses were favorable toward the park. Would like to get more results for future surveys.

8. Staff Updates:

Adam – Asylum Point Park area is getting a lot of work done by the DNR, including new storage building. Buoys have been removed. Going to revise the agreement with Solid Waste for the Ken Robl property. Emergency Management would like to put generator at Expo. Parks has tentatively received grant funding from DNR for the Grundman Boat Landing, it is currently under review.

Rick – Booking new events for next year and talking with other potential events. Working with horse groups to determine what the Expo can improve on to make horse shows better. LED lights and gutters will go in next spring.

Justin – Boat launch fees are being tallied, sales went well. Online system works great.

9. Committee Member's Updates:

Mike Norton – No comment.

Rachael Dowling – No comment.

Steve Binder – Look into grants to restock the ponds at Community Park and Ken Robl.

Jim Ponzer – No comment.

Karen Powers – How is water at Ken Robl being treated? Just being treated for weeds currently.

10. Next Meeting Date:

November 28 at 3:30 p.m. at the J.P. Coughlin Center, meeting room B. The December meeting will be moved to the 19th.

11. Future Agenda Items:

- No comment.

12. Adjournment

Karen Powers made the motion to adjourn and it was seconded by Jim Ponzer. The motion carried 5-0. Meeting adjourned at 4:55 p.m.

Respectfully Submitted,
Justin DeJager

Agenda Item Report



Winnebago County
The Wave of the Future

DATE: November, 23, 2022
TO: Members of the Parks and Recreation Committee
FROM: Parks Director
RE: Sunnyview Exposition Center Tables and Chairs Budget Transfer

Background:

The Sunnyview Expo Center was constructed in the early 1990's. Many shows are hosted annually with most returning year after year since it's inception. Throughout the year Sunnyview will host dog shows, gun shows, craft fairs, antique shows, weddings, Quinceaneras and many department trainings to name a few. Of the approximately 270 tables and 330 chairs utilized at the Expo, many are 20 years old, and are beginning to show their age. Some of the tables await parts for repairs and some are fixed with tape. The chairs are typically sturdier and last longer, but we don't have nearly enough for the number of tables.

20 tables with storage cart: \$5,500

120 stacking chairs: \$6,720

Shipping: \$2,805.80

Total: \$15,025.80

Justification:

Replacing the current broken tables is a necessity to having the needed supply for our clients. Beginning to replace the older unstable tables with newer safer tables will position the Expo better to keep our current clients as well as to attract new events. When scheduling large events or multiple events simultaneously at the Expo there are not enough chairs to meet the demands. Purchasing more chairs will enable the rental fees to be kept in house versus clients relying on third party vendors to meet their supply needs. It only takes 25 rentals to get a return on a chair purchase, and 48 rentals to profit from a new table purchase. On average we have 2,318 tables and 4,426 chairs rented per year.

In 2022, the Sunnyview Exposition Center charged rent to the Winnebago County Health Department for the rental of the Sunnyview Exposition Center for COVID vaccine clinics and testing. The Parks Department would like to utilize this additional revenue to purchase these tables and chairs. The amount paid to the Parks Department in 2022 will be \$28,184.

Requested Action:

We are asking the committee to support the budget transfer request to purchase the necessary tables and chairs to keep our rental inventory quantities up as well as having quality equipment. Going forth staff will continue to maintain equipment repairs and work to replace as necessary.

Attachments:

- Estimates from suppliers
- Resolution

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RESOLUTION: Authorize a Budget Transfer for the Winnebago County Parks Department for Table and Chair purchase to the Sunnyview Expo Center at a Cost of \$15,025.80, Funded with Either a Transfer from the Undesignated General Fund Balance, or an Advance from the General Fund to be Reimbursed with a Subsequent Bond Issue

TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:

WHEREAS, the Parks Department identified the Sunnyview Expo Table and Chair purchase as a priority within the 2022 budget; and

WHEREAS, the replacement of the old tables and purchase of additional chairs will result in meeting demand and having the necessary equipment at the Sunnyview Expo Center; and

WHEREAS, the replacement of tables and additional chairs will provide a better experience for the Sunnyview Expo clients.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that it hereby authorizes a Budget Transfer for the Winnebago County Parks Department for Table and Chair Purchase to the Sunnyview Expo Center to be funded with either a transfer from the Undesignated General Fund Balance, or an advance from the General Fund to be reimbursed with a subsequent bond issue.

Fiscal Impact: \$15,025.80 would be funded with a transfer from the revenue. The \$15,025.80 will ensure the Expo clientele return year after year.

Respectfully submitted by:
PARKS & RECREATION COMMITTEE

Committee Vote:

Respectfully submitted by:
PERSONNEL & FINANCE COMMITTEE

Committee Vote:

Vote Required for Passage: **Two-Thirds of Membership**

Approved by the Winnebago County Executive this ____ day of _____, 2022

Jonathan D. Doemel
Winnebago County Executive

BUDGET TRANSFER

Parks

November 2022

	<u>Date</u>		<u>Date</u>
Department Requesting - Signature	11/23/2022	Approval - County Executive	
 Committee of Jurisdiction - Signature	 11/29/2022	 Approval - Personnel & Finance	
Committee Vote: _____		Committee Vote: _____	
 Reviewed by Finance Dept.:	 N/A	 Approved - Information Systems Committee	 N/A
N/A	N/A	Committee Vote: _____	N/A
Approved - Facilities & Prop Mgmt Committee		 Total Amount of Budget Transfer.....	 \$ 15,026
Committee Vote: _____	N/A		

ACCOUNT NUMBER

Org	Object	Project	Line Description	=Incr D=Decr	Amount (Whole dollars only)
1069	53522		Small Equipment	I	15,026
-					

Description (Must be completed - Attach extra pages if needed):

Replacing the current broken tables is a necessity to having the needed supply for our clients. Beginning to replace the older unstable tables with newer safer tables will position the Expo better to keep our current clients as well as to attract new events. When scheduling large events or multiple events simultaneously at the Expo there are not enough chairs to meet the demands. Purchasing more chairs will enable the rental fees to be kept in house versus clients relying on third party vendors to meet their supply needs. It only takes 25 rentals to get a return on a chair purchase, and 48 rentals to profit from a new table purchase. On average we have 2,318 tables and 4,426 chairs rented per year.

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ENTRY NUMBER

QUOTE ACKNOWLEDGEMENT

THIS IS NOT AN INVOICE



MITYLITE

holsag

BERTOLINI

XpressPort

Created On: 10/17/2022

Sales Quote Number: SQ35943

Mity Customer Number: C411590

Page: 1 Of 2

Net 30 Terms

Bill

To: WINNEBAGO COUNTY PARKS

Rick Helms
500 COUNTY HWY Y
OSHKOSH, WI 54901
United States

Sell

To: WINNEBAGO COUNTY PARKS
DEPARTMENT

Rick Helms
500 COUNTY HWY Y
OSHKOSH, WI 54901
United States

Ship

To: WINNEBAGO COUNTY PARKS

Rick Helms
500 COUNTY HWY Y
OSHKOSH, WI 54901
United States
920-232-1942

Ship Via	Payment Terms	Sales Person
ORIGIN, Freight Prepaid	Net 30 Days	John King

Item No.	Description	UOM	QTY	Unit Price	Total Price
CSSK020P020000	STACKING SWIFTSET BLK FRG GBLK SWIFTSET STACKING CHAIR Frame Color: Black Seat/Back Color: Forest Green Glide Color: Black	Each	120	\$56.00	\$6,720.00
RT3096BRN0F000F0000	RT 3096 BRN W29BRN ABS RECTANGLE TABLE 30" X 96" Top: Brown Bottom: Brown Trim ABS Brown Leg: Wishbone Leg/Base Color: Brown Height: 29in. Tall Freight Estimate - split ship #123795 Lift Gate Service	Each	20	\$275.00	\$5,500.00
			1	\$2,755.80	\$2,755.80
			1	\$50.00	\$50.00
CRT3096DCBLK2	CART;HOLDS 3096 RECT TBL;DOUBLE CAPACITY;BLK FRAME;6 NON MARRING 5" CASTERS Color: Black Sand Holds 20 RT 30" Wide X 96" Long tables	Each	1		

Subtotal \$15,025.80

Sales Tax \$0.00

Quote Total \$15,025.80

THANK YOU FOR CHOOSING MITY!

Signature:

Date:

*** NET Pricing Applied. * Quotes are valid for 30-days. * Delivery is Dock-to-Dock. * Sales Tax may be applicable.
* Customer is responsible for offloading order at delivery time unless otherwise prearranged.**

***Freight Quotes are estimates. The Freight charge on your order, will reflect the current freight cost the day the order is placed.**

** Mity, Inc. charges a 3% processing fee for all credit card payments.*



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QUOTE ACKNOWLEDGEMENT

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holsag

BERTOLINI

XpressPort

Created On: 10/17/2022

Sales Quote Number: SQ35943

Mity Customer Number: C411590

Page: 2 Of 2

Net 30 Terms

Bill

To: WINNEBAGO COUNTY PARKS

Rick Helms
500 COUNTY HWY Y
OSHKOSH, WI 54901
United States

Sell

To: WINNEBAGO COUNTY PARKS
DEPARTMENT

Rick Helms
500 COUNTY HWY Y
OSHKOSH, WI 54901
United States

Ship

To: WINNEBAGO COUNTY PARKS

Rick Helms
500 COUNTY HWY Y
OSHKOSH, WI 54901
United States
920-232-1942

Ship Via	Payment Terms	Sales Person
ORIGIN, Freight Prepaid	Net 30 Days	John King

PROMO - Free table cart is ordered in OCT 2022

THANK YOU FOR CHOOSING MITY!

Subtotal \$15,025.80
Sales Tax \$0.00
Quote Total \$15,025.80

Signature: _____

Date: _____

* NET Pricing Applied. * Quotes are valid for 30-days. * Delivery is Dock-to-Dock. * Sales Tax may be applicable.
* Customer is responsible for offloading order at delivery time unless otherwise prearranged.
*Freight Quotes are estimates. The Freight charge on your order, will reflect the current freight cost the day the order is placed.

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Step 1
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Step 2
Shipping and Billing Address

Step 3
Payment Information

Step 4
Review & Place Order

Shopping Cart

⊕ Empty Cart

Product	Price	Quantity	Total
 <p>(1) Mity-Lite Lightweight ABS Folding Table - 30" x 96" RT3096W (/product/15427/mity-lite-lightweight-abs-folding-table-30-x-96-rt3096w/) 82089Brown Surface/Brown Apron/Brown LegBK Choose Leg Color: Black Surface, Apron, and Leg Combinations: Brown Surface/Brown Apron/Brown Leg Ships in approximately 2-3 weeks</p>	\$403.00	<input type="button" value="🗑️ (/cart/remove/556439/)"/>	\$8,060.00



(1)

Mity-Lite SwiftSet™ Stacking Chair ST185 (Pack of 6)
(/product/11146/mity-lite-swiftsettm-stacking-chair-st185-pack-of-6/)

\$490.00

(/cart/remove/556440/)

\$9,800.00

72130Royal blue (+ \$6.50)Gray (+ \$3.50)

Frame Option: Gray (+ \$3.50)

Plastic Options: Royal blue (+ \$6.50)

Ships in approximately 2–3 weeks

Update Cart

Calculate Shipping

Shipping to

Business

Zip Code

54901

Update

Subtotal

\$17,860.00

Promotion Code

Apply

Shipping & Handling
(Standard Shipping)

\$5,161.54

Grand Total

\$23,021.54

[Continue Shopping \(/product/11146/mity-lite-swiftsettm-stacking-chair-st185-pack-of-6/\)](/product/11146/mity-lite-swiftsettm-stacking-chair-st185-pack-of-6/)

[Checkout > \(/cart/checkout/begin/\)](/cart/checkout/begin/)

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Add Product by Model #

Model #	Description	Qty	Price	Total	Remove
H-4517BR	ABS Plastic Folding Table - 96 x 30 x 29", Brown	20	\$415.00/EA	\$8,300.00	
SUBTOTAL =				\$8,300.00	

[Update](#)

[Checkout](#)

Shipping | Sale Code:

[Add](#)

| [Questions?](#)

\$300+ orders are eligible for a [free item](#).



Search by keyword or model #



Shopping Cart (140 Items)

Plastic Folding Table, Gray, 30 x 96 In.



\$7,590.00



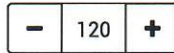
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REMOVE

Black Plastic Stacking Chair, Black Frame



\$10,016.40



[More Info](#) ▼

REMOVE

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Sign In to see items you may have added to your cart while signed in on previous visits.

Order Summary

Subtotal (140 Items)	\$17,606.40
Shipping	\$0.00
Delivery Surcharge ⓘ	\$2,000.00
Tax	\$0.00

Final Shipping & Tax calculated in checkout.

Cart Items: 140 | Total: \$19,606.40

Checkout

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