

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, March 12th, 2024 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: 292 301 785 222

Passcode: jVEmZx

SUBJECT MATTER OF THE MEETING

1. Call to order
2. Approval of Agenda
3. Approval of February 13th, 2024 Meeting Minutes
4. Public Comment – Pertaining to Items Listed on Today's Agenda
5. Public Comment – Items Not Listed on Today's Agenda
6. **Discussion/Action** – 2024-2025 Wisconsin Department of Natural Resources Snowmobile Grant
7. Park Director Updates
 - Sunnyview Expo Sign Lease Update
 - Capital Project Updates
8. Committee Comments
9. Next Meeting Date:
10. Future Agenda Items:
11. 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, February 14, 2024 at 10 a.m.

Location: J.P. Coughlin Center

Present: Jim Ponzer, Karen Powers, Rachael Dowling, Josh Belville (via video)

Also Present: Adam Breest, Justin DeJager, Rick Helms, Kyle Vergin

1. Call to order:

Karen Powers called the meeting to order at 10:02 a.m.

2. Approval of Agenda:

James Ponzer moved to approve the agenda and Rachael Dowling seconded.
Motion carried 3-0.

3. Approval of January 16, 2024 Minutes:

James Ponzer moved to approve the minutes and Rachael Dowling seconded.
Motion carried 3-0.

4. Public Comment – Pertaining to Items Listed on Today's Agenda:

No comment.

5. Public Comment – Items Not Listed on Today's Agenda:

No comment.

6. **Discussion/Action** – Comprehensive Outdoor Recreation Plan

Emily Soderberg, from MSA, gave an overview of the CORP.

The Winnebago County Parks Department has been working with MSA, engaging the public, and drafting the 2024-2028 Comprehensive Outdoor Recreation Plan (CORP) since June of 2023. The CORP is a plan that allows the department to plan for the next five years of improvements in the park system. To qualify for many Wisconsin Department of Natural Resources grants we need to have an updated five-year CORP on file and adopted by the County Board.

Rachael Dowling made a motion to recommend to the County Board to approve the Winnebago County Parks Department 2024-2028 Comprehensive Outdoor Recreation Plan. Jim Ponzer seconded. Motion carried 3-0.

7. **Presentation** – Parks Department Spirit Fund Request

Adam Breest gave an overview of the Spirit Fund Request. Major goals include increasing resiliency and providing more opportunities for the users of the Winnebago County Parks

System. Project list includes Waukau Dam Nature Preserve, WIOUWASH Trail Paving, Boat Landing self-service kayak launches, Winnebago County Community Park improvements.

Committee members concerned about some of the projects in the Spirit Fund and how it can/cannot be change in the future once it's approved by the Spirit Fund Committee.

8. **Discussion – 4th of July Event at Sunnyview Exposition Center**

Adam Breest reviewed the proposed event. The Parks Department is partnering with Lifest Promotions and Wisconsin Entertainment Group LLC to offer a 4th of July event at the Sunnyview exposition Center on July 3rd, 2024. Lifest is already on the grounds setting up during this time. This would be a free, community event; no cost to the County.

9. **Park Director Updates:**

- Personnel and Finance Items (Grundman and Disc Golf) – on March agenda.
- Sunnyview Expo Sign Lease Update – will reach out to see if variance has been completed.
- Capital Project Updates – contract out for expo room dividers, expo floor request for bids going out soon, meeting with engineers this week for park shelter improvements, received proposals back for next phase of expo campus improvements.

10. **Committee Comments:**

Josh Belville – No comment.

Rachael Dowling – Put two-minute time limit on agenda items 4 and 5.

Jim Ponzer – No comment.

Karen Powers – No comment.

11. **Next Meeting Date:**

Tuesday, March 12, 2024 at 10 a.m.

12. **Future Agenda Items:**

County-wide boat launch permits

13. **Adjournment**

Rachael Dowling made the motion to adjourn and it was seconded by Jim Ponzer. Motion carried 3-0. Meeting adjourned at 11:49 a.m.

Respectfully Submitted,
Justin DeJager

Agenda Item Report



Winnebago County
The Wave of the Future

DATE: MARCH 12, 2024
FROM: DIRECTOR OF PARKS AND EXPO CENTER
RE: WI DNR ANNUAL SNOWMOBILE GRANT – 2024-2025

General Description:

Every year the Parks Department needs to pass a resolution allowing the department to apply for a Snowmobile Maintenance grant with the Wisconsin Department of Natural Resources.

Requested Action:

The Parks Department recommends that the Parks and Recreation Committee recommends to the County Board to authorize the County Executive and County Clerk to make application on behalf of Winnebago County with the Department of Natural Resources for any financial aid available for this program.

Procedural Steps:

Parks and Recreation Committee	Meeting date: 3/12/24
Action taken:	Vote:
Personnel and Finance Committee	Meeting date: 4/4/24
Action taken:	Vote:
County Board	Meeting date: 4/23/24

Background:

Every year the Winnebago County Parks Department requests grant funding from the Wisconsin Department of Natural Resources for snowmobile grooming and maintenance within Winnebago County. The funding is granted to Winnebago County. Then the Parks Department works with the Winnebago County Snowmobile Alliance to disburse the funds to snowmobile clubs throughout the county that manage the state-funded trails.

In 2024 – 2025 we anticipate receiving funding for 144.1 miles. Each mile is funded at \$300/mile for a total grant request of \$43,230.00.

Attachments:

- Resolution

1
2
3 **RESOLUTION: Request Authority to Apply for a Wisconsin Department of Natural Resources**
4 **Grant and Accept Funds for Maintenance of County-Owned and Leased**
5 **Snowmobile Trails**
6
7

8 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

9 **WHEREAS**, Winnebago County is interested in maintaining County-owned and leased lands for public
10 snowmobile trail use; and

11 **WHEREAS**, funds are available for snowmobile trail maintenance as well as snowmobile trail developments and
12 improvements through the Department of Natural Resources pursuant to Sec. 23.09(26), Wisconsin Statutes; and

13 **WHEREAS**, in order to participate in this project, it is necessary that the County Board authorize applying for
14 and accepting of the funds.

15 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that the County
16 Executive and the County Clerk are hereby authorized to apply for and accept funds from the Department of Natural
17 Resources, for any financial aid that may be available for public snowmobile trail maintenance, snowmobile trail
18 developments and improvements in Winnebago County.
19

20 **Fiscal Note:** The expected revenue and expense from this grant have been included in the approved 2024 county
21 budget. The anticipated grant amount is \$43,230.00. The Parks Department has budgeted \$43,230.00 in expenses
22 and revenue in the 2024 budget. This results in a net \$0 program for Winnebago County.
23
24

25 Respectfully submitted by:

26 **PARKS AND RECREATION COMMITTEE**

27 Committee Vote: _____

28 Respectfully submitted by:

29 **PERSONNEL AND FINANCE COMMITTEE**

30 Committee Vote: _____

31 Vote Required for Passage: **Two-Thirds of Membership**
32

33 Approved by the Winnebago County Executive this _____ day of _____, 2024.
34

35 _____
36 Jonathan D. Doemel
37 Winnebago County Executive