



Winnebago County

The Wave of the Future

**PARKS AND RECREATION COMMITTEE MEETING MINUTES
TUESDAY, OCTOBER 8, 2024**

A. Call to Order

Chair Powers called the meeting to order at 8:00 a.m.

B. Adopt Agenda

C. Approval of Minutes

1. August 27, 2024 Meeting Minutes

Motion by Joshua Belville, seconded by Steve Binder to Approve August 27, 2024 Meeting Minutes. Passed. Yes 3, No 0, Abstained 0

D. Public Comments on Agenda Items

No comments.

E. Public Comments within the Jurisdiction of the Committee

No comments.

F. 2025 County Executive Budget Proposal

1. 2025 Budget Overview by the County Executive

County Executive, Jon Doemel, gave a presentation about the 2025 budget processes and proposals.

There was additional discussion about adding more staff to the Parks Department and the conditions of the playgrounds.

Racheal Dowling arrived during the presentation at 8:12 a.m.

2. 2025 Programs and Budget Request Presentation by the Department Head

Parks Director, Adam Breest, reviewed the 2025 budget request. Discussed the program inventory and gave a description of all 19 programs (see page 8 of agenda packet).

Highlighted large initiatives (planning and fundraising for spirit fund, CIP, buoys, Wiouwash transfer), challenges (additional source of revenue, utility costs, park requests, fundraising, regular maintenance), and completed projects (see page 9 of agenda packet). Also gave an overall budget overview and a quick pay station revenue review.

Supervisor Binder asked if we can we get a different type of boat launch permit, rather than the stickers. Director Breest explained it might be difficult because of the daily permits that have to be placed on the dashboard.

Chair Powers wanted to make sure the expo is emergency-ready. Director Breest explained that we do general maintenance year-round, there has been fiber installed throughout the grounds, and a backup generator is in the works.

Supervisor Binder asked how can we reduce the park and rec committee budget? Director Breest explained that a lot of time goes into putting the agenda and documents together. The department and committee will explore ways to reduce the cost.

There was a short discussion about allowing camping at the expo during the 2025 NFL draft.

3. 2025 – 2029 Capital Improvement Plan Presentation by the Department Head
Director Breest discussed CIP plan for 2025-2029. Projects include:

Butte des Morts Boat Landing planning and engineering in 2025 with construction occurring in 2026. Dredging, parking, and lighting are important factors that will be addressed.

Sunnyview Exposition Center Covered Arena planning and engineering 2025 with construction occurring in 2026. Roof insulation is peeling and trusses are rusting; need an expert to figure out solutions.

Shelter 1, 2, 4 repairs. The department is requesting an additional \$125,000 in funding. Only one bid was received at \$375K, which was over budget. Had to cut shelter 4 from the project. Making everything ADA compliant. Looking at April/May of 2025 construction.

Sunnyview Expo West Drainage and Parking Improvement and Repair Project. This project is focusing on 4 primary goals including storm water management, parking lot pavement maintenance and upkeep, electrical capacity/site security, and future growth and planning. Storm water management is a major issue and the department is currently spending about \$10k in repairs every year on the parking lot. The project will add about 500 additional parking spaces with a large gravel overflow lot. The repaving of the existing parking lot will also improve the safety of the parking lot as there are many events that utilize it as a pedestrian walking area. The project will also add a new gravel area on the far west area of the parking lot for events to stake in tents and provide vendor camping for events such as our dog shows, Lifest, County Fair, and others. The project will also add camping pedestals, electrical panels, water spigots, updated lighting for security, and a PA system. Revenue at the expo has increased since 2019. In 2019 the Sunnyview Exposition Center brought in \$209,000 in rental revenue. In 2024, we are presently at \$296,000. This is an increase of \$87,000 or 41%. To receive the best pricing, the department would like to go to bid in early/mid-January (premium bidding window), with construction starting in Aug 2025 and finishing by July 1 of 2026.

Chase Rettler, Rettler Corporation, stressed the importance of hitting the bidding window. We also want to make sure construction is being done at the proper time to minimize the impact on expo events.

Supervisor Binder asked if we could add sidewalks to the Butte des Morts boat landing plan for additional safety of the users and rangers. Director Breest said we can look into some options for additional sidewalks.

Supervisor Binder also asked if ponds need to be treated, and if it's in the budget? Kyle Vergin, Park Manager, explained that we can't treat all the ponds, but we can probably do the main fishing ponds. The DNR prefers that we treat them in the spring. We're also looking into stocking fish - the DNR is doing a pond inventory this spring.

4. Recommendation from the Committee on the 2025 Budget Requests
The committee agreed that we should do the capital projects now so it doesn't cost more later.

G. Business Items

Action may be taken on any business items.

1. Authorizing the Sunnyview Exposition Center 2025 - 2029 Fee Schedule

Rick Helms, Expo Manager, discussed the updated fee schedule. The current fee schedule only increases about 1% each year. Re-did 2025 numbers to reflect a 5% increase for the next five years. WPS is requesting a 7-8% increase next year. The fee schedule allows for flexing certain costs according to market conditions. Added a few more building options, covered grandstand event, and winter trailer/vehicle parking (20').

Supervisor Binder would like data of other convention/expo spaces, such as the Oshkosh Convention Center. Director Breest said the department will work on getting that data.

Committee approved the motion with the following changes: winter trailer/vehicle parking be changed to "up to 20' length" and fees for Barn E Restrooms be recalculated.

H. Director's Report

1. Parks Capital Project Update

Director Breest reviewed completed and upcoming projects: paving at Community Park and Boom Bay Boat Landing, Waukau Creed Dam, expo panels and floors, Eureka Boat Landing ramp.

I. Communications Shared by Committee Members

Supervisor Binder wants to know what it would cost to open a swimming pond at the Community Park? Director Breest said he would get some data together for him. Supervisor Binder asked if 8 a.m. still works for everyone to meet. Most prefer meeting at 8 a.m.

Supervisor Dowling said she spoke with a mom's group and asked for feedback about nursing rooms at the park. She would like to share their feedback at the next meeting.

J. Next Meeting Date

November 12, 2024 at 8 a.m. at the Coughlin Building.

K. Items for Next Agenda

*Suggestions from committee members for items to be addressed on a future agenda
No comment.*

L. Adjourn