



Winnebago County

The Wave of the Future

**PARKS COMMISSION MEETING MINUTES
TUESDAY, JUNE 10, 2025**

A. Call to Order

Director Breest called the meeting to order at 8:02 AM.

Introduced new members: Doug Nelson, Larry Lautenschlager, Bob Albright

In attendance: Karen Powers, Steve Binder, James Ponzer, Rachael Dowling, Doug Nelson, Bob Albright, Larry Lautenschlager, Adam Breest, Justin DeJager, Rick Helms, Kyle Vergin

B. Adopt Agenda

Motion by Karen Powers, seconded by James Ponzer to Approve Adopt Agenda. Passed. Yes 7, No 0, Abstained 0

C. Approval of Minutes

1. Approval of the Minutes from the April 8, 2025 Parks and Recreation Committee Meeting
Motion by Steve Binder, seconded by James Ponzer to Approve Approval of the Minutes from the April 8, 2025 Parks and Recreation Committee Meeting. Yes 5, No 0, Abstained 2

Abstained: Larry Lautenschlager, Doug Nelson

D. Public Comments on Agenda Items

No comments.

E. Business Items

Action may be taken on any business items.

1. Overview and Review of the Parks Commission Roles and Responsibilities
Director Breest gave an overview of the commission's roles and responsibilities. Terms shall be seven years per member. Terms of board members are listed in the county board packet. The Commission does approve fees for the department.
2. Commission Appointments - Election of Chair, Vice Chair, and Secretary
Supervisor Ponzer nominated Karen Powers as the Commission Chair. Seconded by Supervisor Binder. Supervisor Nelson made a motion to unanimously appoint Karen Powers as the Commission Chair. Motion passed 7-0.

Supervisor Ponzer nominated Steve Binder as the Commission Vice Chair. Seconded by Supervisor Nelson. Supervisor Nelson made a motion to unanimously appoint Steve Binder as the Commission Vice Chair. Motion passed 7-0.

Supervisor Binder nominated James Ponzer as the Commission Secretary. Seconded by Chair Powers. Supervisor Nelson made a motion to unanimously appoint James Ponzer as the Commission Secretary. Motion passed 7-0.
3. Selection of Meeting Time and Day

A date and time for the commission meetings was discussed. The Commission agreed to have meetings on the second Tuesday of the month at 8 a.m.

F. Director's Report

1. Department Updates from Director Adam Breest

- Sunnyview Exposition Center West Campus Improvement Project
- Community Park Shelter 1 and 2 Project
- Waukau Dam Restoration and Improvement Project
- Covered Arena Painting and Insulation Project
- Butte des Mort Boat Landing Improvement Project
- Hmong Service Center Monument
- County-Wide Boat Launch Pass Research
- Trail and Car Counter Data

Director Breest gave an overview of current projects:

Pond inventory was completed at County Park pond #1 and Ken Robl Park - pond one is stocked well with small fish, Ken Robl - a little less fish, but some bigger fish. The DNR will do the other three ponds at County Park this week. Prefer to have smaller fish in the ponds.

Park staff groomed the Wiouwash Trail with the new trail groomer. They will do the Mascoutin Trail in the next week or two. The goal is to do it twice per year. The groomer will not work at the Ken Robl Park.

The department is fully staffed with seasonals.

The Highway Department is patching the expo parking lot for upcoming events.

Director Breest will give a Spirit Fund update next month. He had a conversation with the County Executive. Going out for engineering bids in July.

Sunnyview West Campus - moving ahead with a proposal for additional costs to engineer the road behind the expo and drainage issues.

Park shelter #1 and #2 updates are almost complete.

Waukau Dam - starting to put in shoretech/mats for erosion control.

Covered arena paint/insulation - working with staff to figure out the most cost-effective route.

Butte des Morts Boat Landing - grant submitted, working on permitting with DNR.

Hmong Monument - looking for a concrete contractor, new lighting

County-wide boat launch permit - no update, waiting to hear back from other municipalities.

Reviewed trail/car counter data.

New expo sign - sign company submitted a permit to the DOT last week. Waiting for approval, could be installed this fall.

The County Executive opted not to sign a contract with PGI for 2026. The Commission would like to talk to the County Executive about this.

G. Communications Shared by Committee Members

Supervisor Binder would like a parks tour set up. The Highway Department needs to finish the parking lot at County Park.

Supervisor Nelson mentioned there is a large pond at the Sunnyview landfill that could be another potential park area.

Chair Powers said she had a conversation with Mee about getting more publicity for the Hmong monument.

H. Next Meeting Date

Tuesday, July 8 at 8 a.m. at the J.P. Coughlin Building

I. Items for Next Agenda

Suggestions from committee members for items to be addressed on a future agenda

Options for park tour date and discussion with County Executive about PGI.

J. Adjourn

Motion by Doug Nelson, seconded by Larry Lautenschlager to Adjourn. Yes 7, No 0, Abstained 0

Meeting adjourned at 9:29 a.m.

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