



Winnebago County

The Wave of the Future

**PARKS COMMISSION MEETING MINUTES
TUESDAY, AUGUST 12, 2025**

A. Call to Order

Chair Powers called the meeting to order at 11:31 AM.

In attendance: Karen Powers, Steve Binder, James Ponzer, Doug Nelson, Adam Breest, Justin DeJager, Rick Helms

Chair Powers relayed a message from Supervisor Dowling saying that even though Supervisor Dowling couldn't attend today, she would have voted yes on each of the Business Items listed on the agenda.

B. Adopt Agenda

Motion by Steve Binder, seconded by James Ponzer to Approve Adopt Agenda. Yes 4, No 0, Abstained 0

C. Approval of Minutes

1. Approval of the Parks Commission Meeting Minutes of July 8, 2025

Motion by Doug Nelson, seconded by James Ponzer to Approve Approval of the Parks Commission Meeting Minutes of July 8, 2025. Yes 4, No 0, Abstained 0

D. Public Comments on Agenda Items

Comment from Rachel read by Karen Powers. Supports all business items.

E. Business Items

Action may be taken on any business items.

1. Budget Amendment - Parks Department Brush Cutter Replacement

Director Breest said the brush cutter broke, and Parks had to purchase a new one. Requested to move funds at last week's P&F meeting. Typically, he would bring this to the commission first, but Parks needed to move things along to get a new brush cutter as soon as possible.

2. Community Park Entrance Signs - Spirit Fund Capital Request

Director Breest reviewed the sign staff is looking to install. Parks has requested \$70k for two signs, including all site work. A City permit is needed for the signs. The southern entry sign is only set back 15'. City code says it should be 30'. The City is looking to update the current code, which would hopefully allow the new sign to be installed where the old sign is now. If not, parks could apply for a variance. It would be expensive to move it back to 30' due to the culvert behind the current sign.

Motion by Steve Binder, seconded by James Ponzer to Approve Community Park Entrance Signs - Spirit Fund Capital Request. Yes 4, No 0, Abstained 0

3. Community Park Playground - Shelter 1 - Spirit Fund Capital Request

Director Breest reviewed the current playground structure and showed examples of what could replace it. Staff would like to remove the old playground this fall. Pour-in-place or turf

will be used for the surface of the playground.

Motion by Doug Nelson, seconded by James Ponzer to Approve Community Park Playground - Shelter 1 - Spirit Fund Capital Request. Yes 4, No 0, Abstained 0

4. Amend Chapter 19.32 to Further Define the Sunnyview Exposition Center's Purpose
Director Breest said the sign company that is working with the Parks Department to replace the sign at the Sunnyview Exposition Center adjacent to Highway 76 submitted a permit to the Wisconsin Department of Transportation (DOT). The DOT needed more clarification that Sunnyview is indeed a place of business. The proposed adjustments to the verbiage to the County code was reviewed by the DOT, and they said it will be sufficient.

Motion by Doug Nelson, seconded by James Ponzer to Approve Amend Chapter 19.32 to Further Define the Sunnyview Exposition Center's Purpose. Yes 4, No 0, Abstained 0

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
- Parks Spirit Fund Project Update
- Sunnyview Exposition Center Sign Update
- Town of Rushford MOU Update

Sunnyview Expo Center West Campus Improvement Project: The project will start on August 25. Sunnyview plans to remain consistent with events throughout the entire construction project.

Community Parks Shelter 1 and 2 Project: Continuing to work through the project. Facilities is currently painting.

Waukau Dam Restoration and Improvement Project: Revetment mats are down, topsoil is in place and will be seeded soon, sidewalk is being graded. The contractor is waiting on some product. The project should be done in October.

Covered Arena Painting and Insulation Project: No new updates.

Butte des Mort Boat Landing Improvement Project: The project ranked very well in the DNR grant ranking, coming in 4th. The Dredging did not score well so it may not be included in the grant, which would be an additional \$90K. The Waterways Commission will decide on grants next Tuesday. If the grant is approved, it would be around \$950K. The project would then go to bid in January, with the hope of starting the project after July 4.

Hmong Service Center Monument: The monument was installed and will remain covered until the August 30 reveal during the Hmong Labor Day Festival. The reveal ceremony will start around 9 a.m.

County-Wide Boat Launch Pass Research: Nothing new to report. It has been difficult to get other municipalities together, and staff have been working on a lot of other projects this summer.

Parks Spirit Fund Project Update: Engineering RPFs for the park are due Thursday. Would like to have a consultant on board in September.

Sunnyview Exposition Center Sign Update: Sign update was given earlier.

Town of Rushford MOU Update: The Town of Rushford Board approved the MOU last week. It will be on the next County Board Meeting. The Town would like to utilize Eureka Park more for events. They will be taking over more of the general day-to-day maintenance, and Parks will still manage the boat landing.

G. Communications Shared by Commission Members

Supervisor Binder: Asked about the bathroom doors in the Expo. Saw a handicapped lady struggling with the bathroom door at the fair. Maybe the doors can be adjusted so they are easier to open. Inquired about having more ADA parking during the fair.

Chair Powers: Would like to see everyone attend the Hmong Labor Day Festival during the monument unveiling ceremony. Knows of someone who might want to do a memorial bench. This person has reached out to staff, and they are working with her to find a spot for the bench.

H. Next Meeting Date

Tuesday, September 9 at 8 a.m.

The Commission would like to do a buoy or park tour during the next meeting.

I. Items for Next Agenda

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

J. Adjourn

Motion by Doug Nelson, seconded by Steve Binder to Adjourn. Yes 4, No 0, Abstained 0

The meeting adjourned at 12:51 p.m.

[MIN FOOT]