



Winnebago County

The Wave of the Future

**PARKS AND RECREATION COMMITTEE MEETING MINUTES
TUESDAY, AUGUST 27, 2024**

A. Call to Order

Chair Karen Powers called the meeting to order at 8:02am.

*Chair Karen Powers Present
Supervisor Rachel Dowling Present
Supervisor Steven Binder Present
Supervisor Joshua Bellville Present
Supervisor James Ponzer Present*

*Parks Director Adam Breest Present
Parks Manager Kyle Virgin Present*

*David Kane - Resident
Greg Madaus - Resident*

B. Adopt Agenda

Motion by Rachael Dowling, seconded by James Ponzer to Approve Adopt Agenda. . Yes 5, No 0, Abstained 0

C. Approval of Minutes

Motion by Steve Binder, seconded by Joshua Belville to Approve Approval of Minutes. . Yes 5, No 0, Abstained 0

1. June 11, 2024 Meeting Minutes

Motion by Rachael Dowling, seconded by Joshua Belville to Approve June 11, 2024 Meeting Minutes. . Yes 5, No 0, Abstained 0

Supervisor Dowling requested that in the attendance of the minutes for future meetings that we add "supervisor" or "chair" prior to each of the committee members names. Staff will do this moving forward.

D. Public Comments on Agenda Items

David Kane - 1573 Pond View Drive, Neenah Spoke in regard to item F(4) on the agenda. He asked to see a change to the proposed 10.24(11) agenda item. He would like to see the ordinance changed to "Boat Launch Use Permit." He would like "Use" added to the language in the ordinance.

E. Public Comments within the Jurisdiction of the Committee

David Kane - 1573 Pond View Drive, Neenah Spoke in regard to a few items not on the agenda today. He was wondering if money is being allocated for the Butte des Morts Boat Landing project between 2025 and 2026. He also inquired about the lighting in the parking lot in the Grundman Boat Landing. He also inquired about posting camera signs at the Grundman Boat Landing. Lastly, he asked about a Black Wolf Boat Landing parking lot improvement project being added to the Capital Improvement Plan.

F. Business Items

Action may be taken on any business items.

1. Parks Spirit Fund Project Request - Hire a Consultant/Engineer for the Spirit Fund Projects
Director Breest highlighted the \$3.9 million that has been provided to the Parks Department from the Winnebago County Spirit Funds. He highlighted the process of the funds being approved by the County Board. Each project now needs to be approved by the Parks and Recreation Committee. The Parks Department is requesting funding to hire an engineer and consultant to begin to help the department with the Parks Department Spirit Fund Projects. Many of the projects with WIOUWASH Trail, Community Park and Boat Landings will require an engineer to further design and provide a cost estimate. This will allow the Parks Department to apply for grants and work with community organizations to fundraise.

Supervisor Binder expressed a concern about the current workload of the Parks Department. He asked the committee to hold off on approving funding until November, when the Parks and Recreation Committee knows if the Sunnyview Exposition Center West Campus Improvement Project and Butte des Morts Boat Landing is approved for 2025. Supervisor Binder also asked if any projects would begin next year. Director Breest informed him that next year would be dedicated to planning efforts, working towards grants, and working with community organizations for donations.

Supervisor Dowling asked if there was an expiration on the engineering work. Director Breest said that we would structure the proposal and contract to fit the project length.

Supervisor Bellvue expressed that he feels this is a good idea. He expressed his concern by continuing to wait.

Chair Powers asked if the parks staff will be responsible for the labor to install or construct the projects within the Spirit Fund plan. Director Breest informed Chair Powers that the projects identified in the Master Plan and the Comprehensive Outdoor Recreation are larger projects where contractors would be hired.

Supervisor Ponzer asked if the engineering would help the department now vs waiting 2 months. Director Breest said that it would not necessarily affect the timeline because this is a longterm plan.

Motion by Joshua Belville, seconded by Rachael Dowling to Approve Parks Spirit Fund Project Request - Hire a Consultant/Engineer for the Spirit Fund Projects. . Yes 4, No 1, Abstained 0

2. Parks Spirit Fund Project Request - Purchase and Install 3 Self-Service Kayak Rental Stations

Supervisor Bellvue left the meeting at this time. This was at 8:40am.

Director Breest provided an overview of the Kayak Rental Stations. He provided information in regards to the included contract with Rent Fun and also the purchase of the kayak rental stations for \$40,000 and site work in the amount of \$10,000. The stations would be located Asylum Bay, Grundman, and Eureka Boat Landings.

Chair Powers asked about vandalism or users losing the kayaks.

Supervisor Ponzer asked about the cost split. Director Breest clarified that the initial funds go towards the kayaks, paddles, and stations to store the kayaks. The cost split is 50/50 on the \$20 rentals.

Supervisor Binder expressed concern about the kayak rental stations. He looked at the kayak

stations at Oshkosh and he saw that 2 out of the 4 doors at one of Oshkosh's boat landings were broken. He stated that the City of Oshkosh maintenance workers he spoke to do not like the stations.

Motion by Steve Binder, seconded by James Ponzer to Postpone to the November Parks Committee Meeting in regards to the Parks Spirit Fund Project Request - Purchase and Install 3 Self-Service Kayak Rental Stations. . Yes 4, No 0, Abstained 0

3. Self-Service Kayak Rental Station 5-Year Agreement
Motion by Steve Binder, seconded by James Ponzer to Postpone to the November Parks Committee Meeting in regards to Self-Service Kayak Rental Station 5-Year Agreement. . Yes 4, No 0, Abstained 0
4. Proposed Ordinance Modification - Chapter 19.24(11) Boat Trailer Parking to Boat Launch Permit
Supervisor Binder left the meeting at 9:07am

Director Breest provided an overview of the modifications to Chapter 19.24(11). He explained that the County is proposing to modify Chapter 19.24(11) to change the language from Boat Launch Parking Permit to Boat Launch Permit. This would better conform with WI DNR 1.91 and it would also better clarify to the public that all users launching their boats or utilizing the Winnebago County Boat Landings are required to pay to launch or use the landing.

The committee discussed the previous suggest from Resident David Kane about adding the word "Use." The committee and staff agreed that adding the word Use to the language would better define the modification. The committee then agreed to change the wording to "Boat Launch Use Permit."

Motion by Rachael Dowling, seconded by James Ponzer to Approve Proposed Ordinance Modification - Chapter 19.24(11) Boat Trailer Parking to Boat Launch Permit with the Amendment to modify the language to state Boat Launch Use Permit . Yes 3, No 0, Abstained 0

G. Director's Report

1. 2024 Parks Capital Project Update
Director Breest provided updates on several projects within the department.
2. Ventek Pay Station Update
Director Breest shared the results of the Ventek Paystations through July of 2024. He displayed a comparison of sales through July in 2024 and 2023. Through July, the boat landings have received just over \$20,000 more than in 2023.
3. Parks Department Summer Events Update
Director Breest provided a breif updated on the busy 2024 summer and the events in the parks and at the Sunnview Exposition Center
4. Park Maintenance Plan
Director Breest provided a brief overview of the Parks Maintenance Plan that was developed to help new staff and internal staff get caught up to speed on the standard maintainance tasks.

H. Communications Shared by Committee Members

No Committee Updates were Shared

I. Next Meeting Date

Next Meeting date is scheduled for September 10 at 8am at the Coughlin Building. There will also be a brief parks tour.

J. Items for Next Agenda

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

K. Adjourn

Motion by James Ponzer, seconded by Rachael Dowling to Adjourn Adjourn. . Yes 3, No 0, Abstained 0