

## **PARKS & RECREATION COMMITTEE MEETING MINUTES**

DATE & TIME: March 13, 2014 @ 8:30 a.m.  
PLACE: JP Coughlin Center  
Volunteer Rm.  
625 E. Cty. Rd. Y  
Oshkosh WI 54901

PRESENT: Parks Committee - Jerry Finch, Mike Norton, Tom Konetzke, Harold Singstock.  
Absent - Chuck Tews.

ALSO PRESENT: Rob Way, Vicky Redlin, Loren Dieck – Winnebago County Parks Dept.,  
Peter Kardong – Kids Kart Club.

1. Call to order – Chairman Finch called the meeting to order at 8:30 a.m..
2. Approval of Minutes from February 13, 2014 Meeting – Chairman Finch called for a motion to approve the Feb. 13, 2014 meeting minutes. Tom Konetzke moved to approve, Mike Norton seconded. Motion carried 4-0.
3. Public Comments - none
4. Kids Kart Club Report – Pete Kardong gave a presentation on the Kids Kart Club operation and took questions from the Committee. This is the 20<sup>th</sup> year of the organization and 18<sup>th</sup> at the Sunnyview Expo Center location.
5. Approval of Format for Agreement Governing Community Park Concessionaire Operations - Rob went over the contract draft provided to the Committee. This draft has been approved by Corporation Counsel after the removal of an electrical hook up clause, and some changes in monikers. This contract would grant exclusivity for concession sales within the Community Park though Parks sponsorship agreements must be recognized and certain brands provided as per those agreements. The actual hours and days the concession would be allowed to operate within the Park is dictated only through the dates and times that they would not be allowed to be within a certain area of the Park to avoid conflicts with ongoing, permitted events taking place. Jerry Finch stated he is not in favor of having alcohol served within the Park. Mike Norton moved to approve the contract format as presented with the amendment of a change from the allowed 16 ounce serving of alcohol reduced to 12 ounces. Tom Konetzke seconded. Motion carried 4-0.
6. Selection of Date for Parks Tour – will hold off until after April elections so that new members can be involved in selecting date.
7. Selection of Date for Proposed County Board Tour of Expo – Community Park Campuses - Chairman Finch is working with County Board Chairman Dave Albrecht on either a separate tour of the Tribal Heritage Crossing or inclusion of it in the annual County Board tour.
8. Update on Area Bike – Ped Route Planning – Rob reported that the application for DOT funding for a bike ped plan has been approved and Emily Dieringer from reThink will be coming to the next meeting to get approval for putting together a county-wide plan. The County Board will have a presentation in April as the deadline for the grant funding is April 25.

9. Development of Policy Guiding the Approval and Implementation Process for Engaging in Walk, Run and/or Biking Events on Parks Property – Rob gave an overview of the reasoning for pro-acting on this aspect of park facility use. The Committee was asked for and gave suggestions for inclusion in the requirements which will be considered an administrative directive similar to the administrative directive of policy that is committee approved and attached to all expo contracts. A final draft will be brought back next month for approval.
10. Approval of 5 – Year Mowing Contract – Fox River Landscaping had the low bid and also scored well in grading for the contract. The first two references were very good but the third reference, the Oshkosh Housing Authority, raised cautions regarding site specific items. A one year contract could be used as a trial period in case there are issues. Tom Konetzke moved to approve an one year contract for mowing and trimming with Fox River Landscaping. Mike Norton seconded. Motion carried 4-0.
11. Approval of 5 – Year Oshkosh School District Recreation Department Softball Diamond Lease Agreement – Rob explained that the contract is going through final approvals at the city and should be ready for approval next month.
12. Parks Director's Updates: Update on Com. Park road upgrade; North county dog park update; and, Memorial Day – Labor Day soccer tourney/festival – Rob reported that the final drafts of the road/path project are underway and a meeting with the city storm water department is forthcoming. Depending on the outcome of that meeting the final plan may change dramatically or stay relatively the same. We are still hoping to get started on the project by late April and will look at scheduling a formal groundbreaking ceremony then. Rob has consulted on a complimentary basis with Alpha Terra regarding a phase II environmental study of the former landfill site on the Sturgis property. Corporation Counsel is amenable to use of the area for a dog park if there are no mitigating factors present in the study. Clarification from the landowner regarding purchase price and lease options is needed. A twenty year lease is the only rental option that will be considered as per Chairman Finch. Rob will be talking to the FWCDP regarding fundraising for the approximately \$25,000.00 phase II study. The Hmong Service Center presidency has become an issue with the two parties vying for that office and the soccer tournaments held during the summer are caught in the middle. The latest mediation by the County Executive asked that both parties sign the soccer tournament permit. More meeting with the two groups will probably take place.
13. Committee Chairman's Updates: Chairman Finch reported that he has been working on either an independent tour of the Tribal Heritage Crossing or incorporating it into the annual County Board tour. The tour would preferably occur on a Saturday.
14. Committee Member's Updates: Mike Norton stated that Rettler Corp. has been retained by the F&PM Dept. for storm water retention planning at Parkview. He also asked if we will be replacing ash trees affected by EAB. We will only be replacing the trees as budgets allow. Harold Singstock asked who Rettler reports to on the Parkview project, that would be Mike Elder but that Rettler will likely need to consult with us as well because of the likelihood that our road/path project and the Parkview drainage plan hinge on each other. The Breezewood property is still tentatively scheduled for demo by June 1, waiting for test results. Harold also asked about the vehicle use report requested at the last meeting. Rob indicated that Loren Dieck would be providing the report under the Staff Updates portion of the meeting. Harold also stated that within the 2014-18 capital projects budget the road/path project incorporates parking lots. This will have to be changed as no

parking lot resurfacing will be done on existing lots due to excessive costs. Tom Konetzke asked if a bridge has been considered as part of any retention area created within the Park. Depending on cost the idea has been brought up. Tom also stated that the EAB presentation by Kim Miller from UWEX/WDNR was very informative.

15. Staff Updates: Tree - Bench Donation Booklet – Rob explained the need for and Vicky passed around the draft of the new booklet. She also passed around the finalized draft of the Community Park Info booklet which is being printed by General Services. She also handed out a free book for each member from the Land Conservancy Fund regarding the importance of parks. Loren asked Mike what exactly he wanted for a vehicle use report. The main gist of the request was to see if CLG was a feasible conversion for Parks vehicles. Loren explained that to convert trucks the payback would be approximately 20 years, since each conversion is \$10,000.00 and we would save about \$1.00 per gallon on the 500 gallons per truck we use per year.
16. Next Meeting Date: 4/10/14 @ 8:30 a.m..
17. Next Meeting Agenda Items: Emily D. on bike/ped plan, new run/walk/roll rules, north county dog park update, road/path project storm water requirements and cross over with Parkview project and the ORD Softball Lease.
18. Adjournment – Chairman Finch called for a motion to adjourn. Mike Norton moved to adjourn. Tom Konetzke seconded. Motion carried 4-0. Meeting adjourned 10:20 a.m..

Respectfully Submitted,  
Vicky Redlin  
Program Manager