

PARKS & RECREATION COMMITTEE MEETING MINUTES

DATE & TIME: September 3, 2015 @ 3:45 p.m.

PLACE: JP Coughlin Center
Volunteer Rm.
625 E. Cty. Rd. Y
Oshkosh WI 54901

PRESENT: Parks Committee - Jerry Finch, Mike Norton, Tom Konetzke, Guy Hegg, and Brady Kiel – arrived 3:50 p.m.

ALSO PRESENT: Rob Way, Vicky Redlin – Winnebago County Parks Dept., Bill Roh and Larry Lautenschlager – Winnebago County Board, Kim Miller – UWEX Arborist, Steve Binder - citizen

1. Call to order – Chairman Finch called the meeting to order at 3:45 p.m..
2. Approval of Minutes from August 13, 2015 – Chairman Finch called for a motion to approve the August 13 meeting minutes. Tom Konetzke moved to approve. Mike Norton seconded. Motion carried 3-0.
3. Public Comments- none
4. Discussion and possible Approval of Action Relating to Construction of a Formal Pathway Connecting the Community Park to North Park Estates – Steve Binder passed out photos of the area in question where neighbors have been accessing the park, west of shelter #3. Rob stated that the city put in a trail connection by requiring the developer to formally dedicate an approximate 12' X 100' right-of-way. Unfortunately, the city did not notify the parks department of this prior to or following the building of the trail; Rob subsequently pointed out the area in question on a park map. Because of the lack of prior notification, the access could never be recognized by the parks department as it was crossing the outfield area of a softball diamond and eventually two disc golf fairways which poses a significant safety hazard and subsequent liability for the county. Given the recent request by the neighbors to the west of the right-of-way that Parks proceed to recognize and develop a formal path into the park, Rob has contacted the Oshkosh Recreation Dept. who provide programming of the North and South Ball Diamonds to see if this remote softball diamond is used. The ORD director stated that the diamond is not part of their regular programming. Rob went on to indicate that he now felt comfortable with being able to dismantle the backstop at the softball diamond thereby deactivating it as a recognized play field. He added that the two disc golf fairways can be relocated in order to relieve the existing hazard whereby stray disc could inadvertently hit persons using the proposed trail. It is possible that the softball backstop can be deconstructed yet this year though the disc golf fairways may not be adjusted until 2016 as labor is short. Work will have to be done on the trail to level it if wood chips are put in. The committee will have to decide how far to go with improvements as the new permitted trail in the north west section of the park is being put in via the city's direction to the developer and the requirement that it pick-up the cost of approximately \$13,000.00 cost. Rob put forth that the committee should be aware that there could be cause for litigation if the developer, who paid for a trail from his apartment complex into the park, were to take exception to having another developer allowed to have a similar access trail installed by the county at no cost. This could also open the door for other neighbors of other parks properties requesting a free trail from their property onto parks property. If a screening trail is installed it will have to be ADA accessible, 10' wide and with a slope and cross slope of less than 5%. Rob estimates that a cost for material for a screening trail without calculating labor and equipment is a minimum of \$3,500.00 - \$4,000.00. This would include an 8" stone base with a 3" layer of lime screenings. Going with wood chips only is not considered ADA compliant and would be illegal as per the Federal ADA Standard.

Paving the trail would be considerably more expensive. Tom Konetzke moved to put in a screening path once the current safety obstacles are removed. Guy Hegg seconded and amended the motion to include a budget cap of \$4,000.00. Meaning that if the estimate amount to install is over \$4,000.00 then the committee must revisit the topic prior to submittal to the county board for funding through the Community Park Project Account. Motion carried 4-1. Guy Hegg voted no. Rob asked if #6-#8 could be brought ahead of item #5 as Kim Miller is here to speak to these topics and she has another appointment at 4:45 p.m.. The committee agreed to move items 6-8 ahead of item 5.

6. Approval of Resolution regarding submittal of WDNR Urban Forestry Grant Application – Guy Hegg moved to approve the tree grant. Mike Norton seconded. Motion carried 5-0. This grant has already been approved by P&F.
7. Approval of Resolution regarding submittal of Tree Grant Application to ATC – Guy Hegg moved to approve the ATC tree grant. Mike Norton seconded. Motion carried 5-0. This grant has already been approved by P&F.
8. Discussion and possible Approval of Action relating to Coordination of Interdepartmental Efforts in Dealing with EAB – Rob outlined Guy Hegg's request for a coordinated committee to oversee the county's EAB program. Rob also explained that the park has had a plan in place for some time, after the initial plan for free inoculations of 90 trees in exchange for expo meeting room usage was voted down by the county board. Hence, parks began diversifying species with new tree plantings totaling approximately \$10,000.00 with another \$10,000.00 budgeted for tree replacement from the Community Park Project Account. The Parks plan to use in house resources to remove ash and replant the various Parks grounds with other tree species will largely hinge on whether the new full time position requested in the 2016 budget is granted. If so then two man teams will be able to take care of most if not all of the trees in question. If the position is not approved then parks will have to go the way that F&PM seems to be going in contracting out tree removal. Discussion ensued on who is doing what in the various departments. There is currently no EAB infestation identified north of Black Wolf. Kim Miller stated that there is an official county plan in place for all tree management along with a tree inventory. This plan was funded by a grant that F&PM got last year and she is working with facilities staff to go forward with implementation of the plan. She also stated that the biggest concern seems to be what will happen with the wood from the downed ash trees. It was speculated that one option might be that the Solid Waste Department might need to play a role in the process. Jerry Finch asked Bill Roh if he could speak to the county board chairman to see if a committee could be formed with representatives from the effected departments. Mr. Roh stated that he would speak to the chairman. Kim Miller said she would be willing to facilitate such a committee. Guy Hegg moved to form a committee, based upon chairman approval, to include 5 members; 1 from parks, 1 from UWEX, 1 from solid waste, himself and Ms. Miller as facilitator. Mike Norton seconded. Motion carried 5-0.
5. Discussion and possible Approval of Changes made to General Code Ordinance 19.17 Firearms, Bows, Trapping – Rob explained the need to update the county code to coincide with State Statutes. The wording on the resolution has been approved by John Bodnar. Mike Norton moved to approve the change. Guy Hegg seconded. Motion carried 5-0.
9. Report with Written Documentation Summarizing Changes brought about during County Executive's Budget Review of Parks' 2016 Budget Submittal – Rob went over the handout on highlights of the budget meeting with the county executive and finance director. He indicated that the request for an additional full-time parks caretaker position in the 2016 Budget greatly influenced the various operational account numbers for '16.

10. Report with Written Documentation Summarizing Expenses, Project Completion Percentages and Current Balance of Community Park Road/Shared Use Path Project – Rob went over the hand out outlining where the park road/path project is at monetarily. As there are several items that the highway department has yet to do this amount will be eventually rise as the project nears completion. The list of tasks that still need to be addressed include: access paths, signage, striping, warning plates, speed bumps, landscaping, seeding and backfilling. Though significantly under budget now it is projected that there will be over \$150,000.00 left to include replacement lighting for the south end of the park which is in need of updating; parts are no longer available for these fixtures. A quote is being sought from the electrical contractor who did the rest of the park lighting and the finance director has given the ok to bring before the county board for approval to use the any overage for the additional lighting. Mike Norton asked if the access path to the north ball diamond could also be addressed with any overages.
11. Parks Director's Updates: Update on Status of Contract Development as it pertains to the 2017 & Beyond Racetrack Operator's Agreement – Rob stated that currently there are a couple of things being investigated regarding contract renewal, most importantly the comparison with other similar tracks and their rental payment amounts. There is also a question in to the city regarding alcohol beverage licensing for concurrent events.
12. Committee Chairman's Updates: Chairman Finch noted that he went through the park and talked to a few people using the new shared use path that stated they love it. The two gentlemen playing cards at shelter #1 however don't like the cul de sac.
13. Committee Member's Updates: Mike Norton – none. Guy Hegg – indicated that he is dissatisfied with the new large green signs in the roundabouts and feels that they are confusing as they tell which direction facilities are located within the park without describing the route around the round about to get to these facilities. Rob replied by stating that additional signage is on order for the roundabouts and that it should help the situation. Brady Kiel – none. Tom Konetzke – asked if we have a completion date for the Community Park Project? Rob replied that it may not be until next spring or even mid summer '16 before the project is complete.
14. Staff Updates: Community Park Road Project Recognition Event – Vicky stated that right now without the terraces being finished she will wait until later in the fall to hold a soft opening. Otherwise, if the terraces are not complete the event may not be able to be held until next spring – summer. She also stated that a meeting was held with OPD yesterday on the new road/path and any concerns, advice etc. that they could provide was discussed. There will be annual meetings going forward with the officers as this proved to be very productive for all parties concerned.
15. Future Agenda Items: north diamond access, price for screening trail south of shelter #3, completion date for park road/path if known, city opinion on liquor licenses at expo, formation of EAB committee, price quote for south park lighting.
16. Next Meeting Date: October 8, 2015 at 3:45 p.m.
17. Adjournment – Chairman Finch called for a motion to adjourn. Guy Hegg moved to adjourn. Brady Kiel seconded. Motion carried 5-0. Meeting adjourned 5:24 p.m.

Respectfully Submitted,
Vicky Redlin
Program Manager