

## PARKS & RECREATION COMMITTEE MEETING MINUTES

DATE & TIME: December 10, 2015 @ 3:45 p.m.  
PLACE: JP Coughlin Center  
Parks Department Conference Rm.  
625 E. Cty. Rd. Y  
Oshkosh WI 54901

PRESENT: Parks Committee - Jerry Finch, Mike Norton, Tom Konetzke. Brady Kiel – excused.  
Guy Hegg – arrived approximately 4:15 p.m.

ALSO PRESENT: Rob Way, Tom McInnis, Vicky Redlin – Winnebago County Parks Dept.,  
Larry Lautenschlager – District 19 Supervisor, Robert Keller – District 32 Supervisor

1. Call to order – Chairman Finch called the meeting to order at 3:45 p.m..
2. Approval of Minutes from November 12, 2015 – Chairman Finch called for a motion to approve the November 12 meeting minutes. Tom Konetzke moved to approve. Mike Norton seconded. Motion carried 3-0.
3. Public Comment Relevant to Items on the Agenda - none
4. Approval of Request for Updating of 1950 Easement Relating to ANR Pipeline Company's Gas Pipeline and its Crossing of the WIOUWASH Recreation Trail – Rob Way explained that this is basically an update of an older easement. There are no major changes. Mike Norton moved to approve. Tom Konetzke seconded. Motion carried 3-0.
5. Authorize Beverage Pouring Rights Agreement Between Winnebago County and Pepsi Bottling Group, LLC – Rob Way explained that this is a new contract for soft drink beverages throughout the parks system. Pepsi has been a sponsor for the last ten or so years and is using their first right of refusal clause to enter into a five year agreement. The new contract calls for an increase in revenue of \$.50/per case sold and \$500.00 annual stipend. There have been no issues with the previous agreements. Konetzke asked whether notice of the availability of a pouring rights agreement with Parks had gone out. Rob responded by indicating that once a year Purchasing posts a notice in the newspaper that Parks has available numerous opportunities for companies to be able to enter into sponsorships with the department, including concessions. Tom Konetzke moved to approve. Mike Norton seconded. Motion carried 3-0.
6. Extending Available Funds within the Community Park Road & Shared Use Path Improvement Project towards Replacement of Outdated Road Lighting Fixtures Present in the Soccer Complex Area – Rob Way explained that he will be pulling this item as there are some additional billings that will need to be addressed that will diminish a portion of the funds that might have been left-over. In addition, Rob indicated that a number of drainage issues remain outstanding in the park where the water is pooling in several grass areas alongside some of the new hard surfaces. The funds that might have been used for the Soccer Complex lighting will be needed in order to rectify these issues.
7. Budget Transfer to Modify the Scope of the 2016 Capital Project involving Shelter #2 Playground Equipment Installation to Include Purchase of Grant Funded Outdoor Fitness Equipment – Rob Way went over the requirement to officially change the verbiage of the current budget item to include 'fitness equipment'. Vicky Redlin included that there will be seven pieces total from this project with installation provided by staff. Tom Konetzke moved to approve. Mike Norton seconded. Motion carried 3-0.

8. Parks Director's Updates: Racetrack contract, Parks projects – 2016, summary of 2015 Parks forest management activities, Corp Counsel input regarding citizen support in alleviating aquatic weed problems in boat ramp areas, and status of Parks Caretaker hiring. Rob reported that a meeting was held with the racetrack operators at which the County's proposed contract was discussed. This new contract will codify the racetrack agreement to reflect more of the other contract terms in use for other clients. The promoter provided written feedback which has been sent on to Mark Harris for review. Parks Project 2016 will be discussed at the next meeting. Rob went over the forestry program list that was included in packets. He also made note that ATC will be clearing underbrush and etc. from their right of way near the WIOUWASH trail which could cause some citizen complaints. Corporation Counsel has weighed in on the encouragement of users raking weeds from the boat landing ramps. He is not recommending such action as the liability will increase for accidents and injuries as well as impinge on recreational immunity. The job postings for both full and part time parks caretakers closes tomorrow. With luck interviews can be done this year yet, but it is more probably that interviews will take place in January.
9. Committee Chairman's Updates: Chairman Finch would like to change the meeting dates to the 4<sup>th</sup> Monday in the month at 9:00 a.m. to provide for more time to send items to P&F that require their approval. Next meeting will be 12/28/15 if necessary otherwise if no items require immediate attention the next meeting will take place January 25, 2016 at 9:00 a.m..
10. Committee Member's Updates: none
11. Staff Updates: Tom McInnis showed a section of what the new barn clerestory window glass will look like. The new windows will be installed over the off season along with exhaust fans in each barn. The horse group spokesman whole heartedly approves. Vicky Redlin reported "Whoo hoo, we got a grant for outdoor fitness equipment!".
12. Future Agenda Items: none at this time
13. Next Meeting Date: December 28 or January 25 tbd.
14. Adjournment- Chairman Finch called for a motion to adjourn. Tom Konetzke moved to adjourn. Mike Norton seconded. Motion carried 4-0. Meeting adjourned 4:30 p.m..

Respectfully Submitted,  
Vicky Redlin  
Program Mgr.  
Winnebago County Parks