

Parks & Recreation Committee Meeting Minutes

Date & Time of Meeting: Monday, March 15, 2021 at 10:00 a.m.

Location: Virtual Zoom Meeting

Present: Tom Konetzke, Steve Binder, Larry Lautenschlager, Mike Norton, Don Nussbam

Also Present: Vicky Redlin, Tom McInnis, Rick Helms, Justin DeJager, Vicky Fitzgerald (Winnebago County Director of Finance)

1. Call to Order:

Chairman Konetzke called the meeting to order at 10 a.m.

2. Approval of Agenda:

Steve Binder moved to approve the agenda and Mike Norton seconded. Motion carried 5-0.

3. Approval of February 15, 2021 Minutes:

Larry Lautenschlager moved to approve the minutes and Mike Norton seconded. Motion carried 5-0.

4. Public Comment:

No comments.

5. **Approval** of Final Concept Design for Grundman Landing Master Plan.

After approval, the final concept design will go to a second presentation. It must be approved before a resolution is passed. Questions about lighting, wash station and bathrooms were discussed. This is just a concept; the specifics will be taken care of after approval. Wash stations are probably not feasible at the boat landing. Dave Kane and other neighbors are happy with this design.

The estimated cost to complete the project is \$1.8 million. Steve Binder said we need to apply for a grant. If we can't secure the grant, we won't be able to ask the County for money. We need to have 20% in order to apply for a grant. Mike Norton reiterated that a number of citizens want this boat landing updated. Vicky Fitzgerald said we need to follow County protocol. We can still apply for the grant and can still put this in the CIP in 2022. Vicky Redlin said if the grant is more than \$250,000 we will need to get state approval. If it stays under, we can do it in stages. Vicky Fitzgerald is going to speak with Mary Ann about applying for the grant. Larry Lautenschlager also stated that if we don't get the DNR grant, we probably cannot do this project.

Don Nussbaum made the motion to approve and it was seconded by Mike Norton. Motion carried 5-0.

6. **Approval** of Resolution Requesting Funds to Cover Carry-over Requests from 2020 Not Funded Due to Lack of Revenue.

Vicky Fitzgerald said the Park's Department had shortfalls in revenue last year due to the expo closing down for Covid. We do not have enough carryovers from 2020 to cover current projects. Vicky Fitzgerald is researching the \$33 million that the County has and if it can be used for any of the Park's projects.

Larry Lautenschlager made the motion to approve and it was seconded by Mike Norton. Motion carried 5-0.

7. **Approval** of Lease Agreement with Village of Fox Crossing for Access to North County Dog Park.

Vicky Redlin said the Village of Fox Crossing can push this through, and we could get shovels in the ground by early spring. The area we are leasing is where utility lines go, they don't want to give it to us. They want to retain ownership of it. Meeting on March 22 to discuss, the amount of time on the lease. If there is no lease, we cannot have access.

Steve Binder made the motion to approve and it was seconded by Mike Norton. Motion carried 5-0.

8. Acting Parks Director's Updates:

a. Asylum Point Bridge Replacement Project

Radke has this contract. We are waiting on Mark Harris' signature and carryovers to be approved.

b. Bahling Arbor

Bids for this project open on March 18.

c. Update on computer software for credit card and online rentals/permits

The credit card machine is online. Boat launch parking permits are being sold online and shelter/pavilion reservations will soon be available online as well.

d. Stadium Venue Manager RFP Response

Mark Harris wants to put a hold on this until the new director starts. The current RFP is good for 30 days and will run out on April 16, which is before the new director will start. The Park's Dept. received a proposal from a midwest company that works with places in Wisconsin, Iowa, and Illinois. Depending on negotiations, working with this company would cost about \$4,800/month. Could be potential for revenue sharing.

9. Committee Chairman's Update:

No comments.

10. Committee Member's Updates:

Mike Norton-

Would like to draft a letter to Mark Harris suggesting where some of the \$33 million can be used within the Park's Dept. Vicky Fitzgerald is going to do more research into how those funds can be used.

Steve Binder-

Inquired about plumbing at the soccer shelter. Tom McInnis gave the current plumber a deadline of April 1 to get the job done. Won't need to use the soccer shelter until May. Asked about Covid template for expo events. Vicky Redlin said we are referring people to the Winnebago County Health Dept. and the CDC. All events are required to have a Covid plan in place before they can have an event at the expo.

Larry Lautenschlager-

No comment.

Don Nussbaum-

Would like to send the Zoom recording of the meeting to the new Park's director.

11. Staff Updates:

Tom McInnis-

They have repaired and painted 11 buoys this year. The project went well. They are getting spring equipment ready for the upcoming season.

Rick Helms-

Getting expo ready for upcoming horse shows. Covid testing has been extended to the end of May. Loss of revenue from 2020 is going to make maintenance a challenge in the upcoming year. We will be receiving about \$4,000 to help cover utility costs for Covid testing and vaccinations.

12. Next Meeting Date:

April 19, 2021 at 10:00 a.m. via Zoom. Shelter #3 & #4 Master Plan expansion to the northern half of Community Park, Butte des Morts Landing Master Planning.

13. Adjournment:

Motioned by Mike Norton. Seconded by Larry Lautenschlager. Meeting adjourned at 11:01 a.m.

Respectfully Submitted,
Justin DeJager
Admin. Asst.