

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

DATE & TIME: February 2, 2009 at 2 p.m.  
PLACE: J.P. Coughlin Building – Volunteer Room  
625 E Cty Rd Y, Oshkosh WI  
PRESENT: Parks Committee - Jerry Finch, Mike Norton, Nancy Barker, Tom  
Konetzke, Arlene Schmuhl.  
ALSO PRESENT: Rob Way, Vicky Redlin – Winnebago County Parks

- 1.) Meeting called to order by Chairman Finch at 2:00 p.m.
- 2.) Approval of January 5, 2009 Minutes – Mike Norton moved to approve the January 5, 2009 meeting minutes with the correction of the spelling of Supervisor Kline’s name in item #7. Tom Konetzke seconded. Motion carried 5-0.
- 3.) Resolution Approving Updated `11-`15 Expo Fee Schedule – Rob Way announced that due to the City of Oshkosh’s recent increase of the Storm Water Utility Fee the utility fee included in the fee schedule handed out at the last meeting, had to be raised. A new print out of the fees was handed-out. The increase for 2010 through 2013 was explained along with the ERU credit process for the city’s fee. As a result of the increases being added on to the fee that already exists, the total will eventually consume from 4% to 6% of the Parks budget in the year 2013. Due to the sizeable increase in the storm water utility charges it is virtually impossible to pass along to rental clients the entire amount of the fee. Therefore, staff took a percentage of the fee increase and added it onto the proposed rate to recoup at least a small portion of the new charges. Discussion followed of the effects of the fee increases from the city on the Parks Dept. and the County as a whole. Mike Norton moved to approve the Expo Fee Schedule with the inclusion of an increase in the utility fee for 2010 which is incorporated into the current ordinance. Arlene Schmuhl seconded. Motion carried 5-0.
- 4.) Amend County General code Section 19.02(1) Relating to Assignment of Responsibilities for Park Electrical, Plumbing and HVAC Systems – Rob Way presented the resolution revision as a result of discussion as per the committee’s request. The resolution basically transfers accountability for the maintenance and repair of the above named systems within the Parks Department, over to the F & P Dept.. Corporation Counsel has been provided a copy of the ordinance revision and has not made any adjustment(s) to the language as presented. Arlene Schmuhl remarked that the revision is common sense. Nancy Barker requested monthly reports from the F&P director regarding work done on the systems mentioned in the resolution. The Committee requested that the revision be shared with the F&P. Mike Norton moved to approve the revision. Nancy Barker 2nd. MC carried 5-0.
- 5.) Approval of Resolution to Apply for Snowmobile Trail Maintenance Funds – Rob Way stated that the only difference between this application and previous ones is the inclusion of a bridge on the Friendship Trail for which the Parks Dept. will not

- be responsible in the way of purchasing since the site is located on property own by the Town of Winchester. However, maintenance costs for the bridge would likely fall within the realm of the County Snowmobile Trail Maintenance Funds. This eventuality would not be a concern because the County receives 100% reimbursement for such cost(s) through the DNR Grant. Mike Norton moved to approve the application for funds. Nancy Barker seconded. Motion carried 5-0.
- 6.) Additional Parks Worker Coverage – Mike Norton explained that it is his view that coverage be added at the Expo for all evenings and weekends. Currently there are 2 part time workers who are on site 3 evenings per week and from 7am – 1pm on weekends. There is no on-call person on site, however if a client has a problem they are to call the Asst. Expo Mgr. or Operations Supervisor and a staff member will be notified of the problem and called in to take care of it. Jerry Finch reported that in a conversation with Mark Harris the Parks Dept. was given a position from the F&P Department of a part time worker. As it is the Parks Dept. view that a full time worker would be more beneficial it will be necessary to decide where another part time worker would fit into the schedule. If the County moves other departments to the old Parkview buildings there may be an increased need for after hours oversight of the entire Community Park – Parkview – Expo Campus area. It was questioned where the money for the proposed part time position will come from as well as union regulation questions. Rob Way will talk to Mark Harris and Vicky Redlin regarding the needs and availability of a part time worker from F&P and report back a the next meeting.
  - 7.) Options for Installation of an Ice Rink Facility on Park Property – Rob Way reported that options were looked at and that the purchase of a liner for the rink would be necessary. The best option would be to put the rink inside the covered arena. However, this could cause problems with the base at the arena. Ice rinks out in the open are difficult to maintain as the sun melts the ice and wind causes damage to the surface. The liner would cost between \$4,000.00 and \$5,000.00 with the addition of side boards coming to \$7,000.00. Other costs would be for staff oversight, installation of a heating system for the support room to warm the water line, restroom and warming room. Utility costs for lights and water and maintenance of the ice would also have to be accounted for. Mike Norton suggested that the Oshkosh Rec. Dept. be contacted to see if they could supply staff and manage the facility. Rob Way will check with Al Wenig and Tom Stephany to see if there is any interest in partnering with the operation and costs of the rink. He will also check with them to see why they do not operate any other rinks in the city any longer. The question of a sledding hill was also raised. Rob Way will look into plans for the long term use of the old land fill for this purpose.
  - 8.) Parks Director’s Updates – Tennis Court Info – the Oshkosh School District and the YMCA Tennis Center would be interested in programming the courts only if there are at least 4 courts. Three courts could be used for recreational use and alleviate the wait time for other courts in the area. No one has any monies to donate to the replacement of the courts. Both entities consulted felt that there is a need for more

courts. The City recently replaced 2 courts at a cost of \$55,000.00 to \$60,000.00 all inclusive. Six courts would cost approximately \$190,000.00. As the cost of restoring 2 courts is under the required \$100,000 required for bonding, the \$55,000 - \$60,000 amount would have to be included in the Parks budget. In answer to a committee member's question Rob indicated that resealing of an average tennis court must be done every 3 – 5 years at a cost of \$3,000.00 to \$5,000.00. Jerry Finch asked for a list from the department of the top10 things needed to be done within the parks system for next month's meeting. Rob Way stated that a phased in approach for the tennis courts could be a possibility if the monies is to be taken out of the Parks annual budget. Mike Norton stated that he will not support the resurfacing of the courts as he feels that there are enough courts in the area. Arlene Schmuhl stated that once the courts are removed they will never be put back in. Rob Way also reported that the door replacement project that had been included with the HVAC project for the Expo Bldg. has been separated out of the project. This was done because the doors have become an immediate need and the HVAC project will be ongoing for some time. Therefore the door project will have to again be presented to the County Board on 2/24 and voted on at the March meeting.

- 9.) Committee Chairman's Updates – Chairman Finch reported that he has received a letter from Bob Huffman. Upon Mr. Huffman's permission he will share it with the committee at the next meeting.
- 10.) Committee Member's updates – Arlene Schmuhl reminded committee members to put the Pathfinders on the agenda for any projects needing to be done in August. Nancy Barker shared a letter to Tom Egan and the Winnebago County Fair Board from Governor Doyle regarding possible cuts in funding for the fair. Mike Norton thanked Vicky Redlin for the updated info provided on the Leach Amphitheater fee and the discussions she had with the city parks director regarding them.
- 11.) Staff updates – Vicky Redlin reported that she will be bringing in info for Autumn Fest 2009 to the next meeting.
- 12.) Future Agenda Items – proposed part time position from F&P, Ice rink input from recreation dept. and city parks, top 10 things needed to be done in the dept., discussion of phased in approach for tennis courts, update on landfill for sledding hill, Autumn Fest 2009.
- 13.) Next Meeting Date – March 2, 2009 at 2:00 p.m.
- 14.) Adjournment – Chairman Finch called for a motion to adjourn. Nancy Barker moved to adjourn. Tom Konetzke seconded. Motion carried 5-0. Meeting adjourned 3:45 p.m..

Respectfully Submitted,  
Vicky Redlin  
Asst. Expo Mgr.