

**WINNEBAGO COUNTY COMMUNITY PARK AND SUNNYVIEW EXPO**  
**USER GROUP MEETING MINUTES/NOTES**

**DATE & TIME:** January 6, 2018 @ 9:30 a.m.  
**PLACE:** Sunnyview Expo Center Exposition Building  
South Wing  
500 E. Cty. Rd. Y  
Oshkosh WI 54901

**PARKS COMMITTEE/COUNTY BOARD MEMBERS PRESENT:** Mike Norton, Larry Lautenschlager and Supervisor Susan Locke

**PARKS STAFF:** Rob Way, Vicky Redlin, Tom McInnis, Rick Helms, Steve Herman and Dan Foley  
**ALSO PRESENT:** Henry & Laurie Schienebeck – GLTP, Nancy Holman – WDC, AMA, NEWQHA, Mark Kunde, Scott Richter, Jody Bezio- 4H, David Downs – WHBA, Robert Grundman - ?????, Jodi Jensema – OCVB, Barb & Bruce Leomans, Tim & Char Baehman – North Park Neighborhood, Shelly Lehman – WHDA, Mee Yang – Hmong Service Center, Katie Reichenberger – FWCDP, Tim Schmahl – Memorial Day Classic Horse Show, Jod& Robert McGrath – Kids Kart Club.

Rob Way welcomed those attending and noted that coffee is available in the back of the room. He asked that everyone sign-in on the roster sheet and notified attendees of the extra agendas located up front as well as the official sponsor notification documents and a few other pertinent handouts. Rob then proceeded to provide a background on why the department conducts these annual User Group Meetings and how the meeting is typically conducted. He went on to introduce the Parks Committee and County Board members in attendance and Jodi Jensema of the OCVB. Rob also gave an overview of the topics to be discussed as one group and once split up into Park and Expo subgroups. Ms. Jensema gave a short description of the services available to events from the OCVB and made available the latest Visitor Guides for 2018.

**COMBINED TOPICS**

- 1.) Cross over events – The Hmong Memorial day and Labor Day events will be using the expo main parking lot for overflow parking in 2018. This is due to the large amount of cars and the need to protect the areas of the park that are otherwise programmed throughout the season. Parking for these two events will be monitored by security and there is a specific map in place to allow parking only in the main lot so as not to interfere with other expo clients. Lifest is also returning and will be using the park for parking as has been done in the past. Soccer Saturday is taking place at the same time as Lifest so there will be a lot of traffic in the park with Lifest camper traffic mostly coming in on Wednesday night and Thursday during the day.
- 2.) 2018 official sponsors – Pepsi, Cornerstone Processing, Vines & Rushes Winery, The Oshkosh Independent and Cumulus Broadcasting.
- 3.) Rob went over the reconstruction project for the grandstand/stage area at the expo. There will be a pulling track for tractor and truck pulls, a large flat entertainment area for rodeos, circuses, and other events as well as a state of the art outdoor stage constructed in front of the grandstand. Construction updates will be posted on the parks Facebook page with any specific instructions for patrons though no disruption is expected. Vicky mentioned that there is a new Dumpster contractor for the County. Van's Waste is taking over supplying the containers as well as the servicing of them. Winnebago County Solid Waste is no longer providing containers. There should be little to no changes with the new contractor.

**COMMUNITY PARK TOPICS**

- 1.) Run/Walk/Roll events scheduled – interest is increasing at least 3 events this year
- 2.) Soccer Complex facilities update – insurance needs 3 estimates so far we have 2. The rebuild will be similar to the previous one.
- 3.) Update on Natural Way development ie. beach - nature walk, prairie restoration, playground for shelter 2 is in development.
- 4.) Shelter #1 playground resurfacing (avail. Park improvement funding being spent on this) – in budget
- 5.) Phase III - `18 Prairie Burn- front mounds and area north of dog park
- 6.) Tree Planting Program – planted 200 trees so far with more budgeted
- 7.) Open space plan- will be developing update this year.
- 8.) Park perimeter trail – access from private property discussed

- 9.) Neighborhood access points (problem/liability from mowing activity but also from allowing the altering of park property such that it might allow/invite intruders into backyard areas – have owners pay OYSC to mow) – no yard waste dumping in the park
- 10.) Shelter rental fee increases – increase for shelters 1, 2, and the pavilion only. First in several years.
- 11.) Rotary tree planting – donation of tree display garden north of shelter 4
- 12.) Winter opening of northwest section of road – north end of park open to cul de sac for access to trail head for ski trail.
- 13.) Cross country ski trails (snowmobiles not allowed)
- 14.) CIP long range plan (soccer complex road lights) – may include parking lots, roadway light replacement on south end of park, crack sealing of lots.
- 15.) Questions and input – bleacher seating & swimming beach discussed. More bleacher seating is not in the budget. The swimming beach will not be opening again, and will be converted into a nature area. Bollards on the access path to keep vehicles off, add no vehicles signs. No bikes sign at dog park.

### **EXPO TOPICS**

- 1.) Volume of PA in barns – Rick reminded users that participants should not be changing the volume of the speakers in the barns as this disrupts the entire system. The level should be set at 8. If there is a need to change the volume the promoter must address this along with a staff person. The speakers in the outdoor arena have been upgraded as well as some of the barns.
- 2.) Exterior upgrade of WIFI via contribution – there will be an upgrade within the expo building for WIFI. The system will now be accessed via a passcode that will be given to the promoter. This will alleviate the amount of traffic that automatically 'checks in' and limits the availability for vendors to use the system. Users were asked if they saw a need for an outside system for the covered arena area. There are plans to put in an extension of the service in the building but not until next year's budget. If there is a need contributions can be made to cover the cost of the hardware to get the service in sooner. Cost is approximately \$1,500.00.
- 3.) Food permits no longer necessary for events 3 days or less – as per the Winnebago County Health Dept. non-profit groups no longer have to get a food service permit for events that are three days or less in duration. This does not apply to for profit businesses who may set up a food stand.
- 4.) CIP long range planning – Vicky went over what is in place for the Capital Improvement Plan going forward. In 2019-2020 there are plans for a main parking lot reconstruction along with lot lights, an update to the Expo Master Plan and the beginning of a process to coat all the expo roofs with rubber polymer beginning with the expo building roof.
- 5.) Arch Project – Rick went over the reboot of the arch project along with the idea of selling individual tiles. He showed a rendering of the finished project and noted that an acorn fund will be set up with the Community Foundation for individual donations.
- 6.) Questions and input – reminder that parking is not allowed in fire lanes, garbage duties on weekends for users remain the same as last year with bags and containers provided by staff, please have shavings bags put directly into Dumpster to avoid filling all trash cans. It was also noted that as a government building concealed carry is not allowed. Liquor licenses must be Class B only. Spring projects suggested include shortening of covered arena gate between warm up and show arenas, checking on leak in PA/storage room at covered arena, and the gradual replacement of hand dryers throughout the entire grounds.

Adjournment – Expo users adjourned 10:45 a.m.

Park users adjourned 11:05 a.m.