

WAUPACA COUNTY PARKS & RECREATION COMMITTEE
Meeting Minutes – October 31st, 2017
Waupaca County Courthouse

Chair McClone called the meeting to order at 7:30 a.m. and gave the open meeting statement.

Roll Call: Chair Joe McClone; Vice-Chair Gene Sorensen; Supervisors Dona Gabert, Lee Much, and Fred Zaug. Others present: John Francis and Mark Sether.

Review and Approve Agenda: Motion by Gabert, seconded by Zaug to approve the agenda. Motion carried without a negative vote.

Approve Minutes of Previous Meeting: Motion by Sorensen, seconded by Much to approve the October 10th, 2017 minutes. Motion carried without a negative vote.

Public Comment/Correspondence: McClone opened the meeting for public comment, there was none.

Weyauwega-Fremont High School Fishing Club Fundraiser: Francis handed out a letter from Kyle Scherwinski requesting permission to host a fundraiser at Gill's Landing during the spring walleye run that would involve selling jigs that they would make and paint. There was discussion on how the sale would impact use of the site. McClone stated that the High School Principle should be informed so that they are aware of what is happening.

Motion was made by Gabert, seconded by Zaug to allow the Weyauwega-Fremont High School Fishing Club host a fundraiser at Gills Landing in the spring of 2018. Motion carried without a negative vote.

Fee Schedule Review: Francis handed out the current rates for the Fairgrounds including storage and building rentals. The first item discussed was the rental rate for the new Grandstands Pavilion Building. The parks staff had suggested a rental rate based on including the cost of the tables and chairs, then increasing the rate such that it would be a total of \$200 more than the other buildings with restrooms attached. McClone suggested a higher rate including a rate for one day and a rate for a weekend. There was discussion about the comparables and what type of facility the Pavilion should be compared to. There was also discussion about the different rates for non-profit verses for-profit organizations as to why it is and if it should be eliminated so there is just one rate for all the buildings. There was also discussion about youth groups not paying a fee for using the buildings. It was decided that there should be more research done to gather information on what other places charge and to discuss this rate at a future meeting.

The next item discussed was the storage rates. Francis recommended the rates remain the same. There was discussion about the per square foot rate that is charged to the marina that rents two of our buildings. There was also discussion about changing the way the fee structure is set up to limit the number of categories. Francis explained the reasoning for the fee structure the way it is. It was decided to leave the storage rates the same for the 2018-19 season.

Last on the fee review was the Keller Park Camping fees. There was discussion about the comparables and Francis recommended that they proceed with a \$15/night fee as it most closely aligned with facilities in the National Forests and what they provide for the fees charged. Motion was made by Much, seconded by Sorensen to set the Keller camping fee at \$15/night. Motion carried without a negative vote.

Crystal River Access Site – Progress and Official Name for Site: Francis reported that the Highway Department had nearly completed the parking lot and driveway work for the park. He stated that Parks staff would develop the path to the river when time permits. He stated that an official name for the park needed to be set so that they could order a park sign. Several options were discussed. Motion was made by Sorensen, seconded by Much to name the park “Crystal River Canoe/Kayak Access.” Motion carried without a negative vote.

Director Report

- **Department Activities:** Francis reported on the storage totals for the season stating that all the buildings were full and that they had to turn quite a few people away already.

| Season | Customers | Items | Season Total \$ |
|---------|-----------|-------|-----------------|
| 2016-17 | 159 | 175 | \$41,062.80 |
| 2017-18 | 161 | 183 | \$41,757.80 |

- **2017 Project & Purchase Update**
 - **Grandstands Pavilion:** Francis reported that the building is nearing completion, the plumbers need to finish the restrooms, the heating people need to finish the ductwork to the roof top units and install the furnace for the restroom/kitchen side. The contractor was hoping for completion around mid November.
 - **White Lake Launch:** Francis reported that Parks staff had added rock to the end of the concrete launch to repair power-loading damages. He also reported that he was in contact with the company that installed the launch to see how much it would cost to add another panel to the ramp. He also stated that he was looking into purchasing a new dock for the launch with the remaining grant funding. McClone suggested that the department look into building our own dock to see if there was a cost savings to be had.
 - **Keller Park Camping:** Francis reported that the staff is working this winter to finish developing the sites and apply for a campground permit with the intent to open in spring of 2018.
 - **Surplus Equipment Sales:** Francis reported that the sale brought in over \$27,000 which was more than enough to cover the amount we went over budget on truck purchases this spring which was about \$7,000.

Upcoming Meetings: The next meeting was scheduled for 9:00 am Tuesday, December 5th, 2017 at the Waupaca County Courthouse.

Adjourn: Motion was made by Much, seconded by Zaug to adjourn. Motion carried without a negative vote.

The meeting adjourned at 8:25 a.m.

Submitted by,

John D. Francis
Parks and Solid Waste Director