

**WAUPACA COUNTY PARKS & RECREATION COMMITTEE**  
**Meeting Minutes – December 5<sup>th</sup>, 2017**  
**Waupaca County Courthouse**

Chair McClone called the meeting to order at 9:00 a.m. and gave the open meeting statement.

**Roll Call:** Chair Joe McClone; Vice-Chair Gene Sorensen; Supervisors Lee Much, and Fred Zaug. Others present: John Francis and Darrin Mann. Supervisor Dona Gabert was excused.

**Review and Approve Agenda:** Motion by Much, seconded by Sorensen to approve the agenda. Motion carried without a negative vote.

**Approve Minutes of Previous Meeting:** Motion by Much, seconded by Sorensen to approve the October 31<sup>st</sup>, 2017 minutes. Motion carried without a negative vote.

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

**Grandstands Pavilion Rental Fee Review:** Francis handed out an updated comparison rate sheet and explained what was different from the last meeting. He explained the cost per user was calculated for each comparable based on the rental cost divided by the total seating capacity listed. The average cost per person for similar buildings was \$1.61/person. The proposed rate of \$450/day would have our building at \$1.80/person for the 250 person capacity we have. There was much discussion about the various comparables and what would be a fair rate. McClone stated that he thought the proposed rate was too low and gave several ideas on how the building could be managed and staffed including the possibility of contracting with a cleaning service to clean the building between uses. Francis explained that the cleaning and maintenance of the building should not really be any different from the other buildings that are rented out at the Fairgrounds and that the staff is good at doing this sort of work. Users are charged for staff time required if their cleanup does not meet the standards spelled out in the contract and cleaning checklist. This charge is deducted from their deposit if needed. There was more discussion on the specifics of renting buildings at the Fairgrounds. It was decided that the rate that gets set should be reviewed within a year to determine if it is adequate or if it should be changed.

Motion was made by Zaug, seconded by Much to set the Grandstands Pavilion rate for non-profit organizations at \$500/day and for-profit organizations at \$575/day. Motion carried without a negative vote.

**Camp Vic-To-Rae Management Options & Updates on Projects:** Francis handed out a list of management options with some positives and negatives for each. He explained each option and what it would take to do each. There was much discussion on what we could do with the site. Francis was directed to look into what options would be possible with the assistance of the Corporation Council and report back at the next meeting.

**Discussion on Priorities for 2018:** Francis handed out a list of 2018 projects and purchases and briefly explained each of them. He stated that it was going to be another very busy year.

**Director Report**

- **Department Activities:** Francis reported that due to the Grandstands Pavilion building having a sprinkler system, there will need to be a security system of sorts installed in the building so that it can call someone if the sprinklers deploy. He is looking into options for this and will report back when something is figured out. He also reported that the Fair

Board may still be interested in the new office space. He met with the Fair Manager and a Fair Board Member on site to show them the space and discuss options. He asked them to bring a proposal to the next Park Committee Meeting if they were interested in the space.

**Upcoming Meetings:** The next meeting was scheduled for 9:00 am Tuesday, January 9<sup>th</sup>, 2018 at the Waupaca County Courthouse.

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

The meeting adjourned at 10:30 a.m.

Submitted by,

John D. Francis  
Parks and Solid Waste Director