MEETING NOTICE:
PARK COMMITTEE FOR VILLAGE OF WINNECONNE

Agenda For:

Monday, February 04, 2019 @ 5:00 p.m. at Village Hall, Annex Location, to consider:

Call to Order
Public Participation
Communication
Approve Minutes from January 07, 2019 meeting
Operations Progress:
   Update – DPW Ruetten

Old Business
Summer Rec Programs
   - Discussion
   - Recommendation
Park CIP Long term planning
   - Discussion
   - Recommendation
Bike Share Program
   - Discussion
   - Recommendation

New Business
Sawdust Days Interest in Winneconne Parks for 2019 Event
   - Discussion
   - Recommendation
Fishing Platforms Purchase
   - Discussion
   - Recommendation

Set next meeting date and adjourn

Kirk Ruetten
Public Works Director

Pursuant to WI State Statute 985.02(1)(b); notice is hereby given that Village Board Members may also be present at this meeting for informational purposes.
MEETING MINUTES:
PARK COMMITTEE FOR VILLAGE OF WINNECONNE

Minutes For:

Monday, January 07, 2019 @ 5:00 p.m. at Village Hall, Annex Location, to consider:

Meeting called to order at 5:00 pm by Trustee Andy Betser with member, Lani Stanek, Dave Reetz, and Trustees Chris Boucher present and Max Clifford (Absent). Also, in attendance was DPW Ruetten and Eagle Scout Observers Reeve and Bennett Peterson in attendance.

Public Participation – None

Communication – The Sawdust Days organization has communicated with the Village and are interested in moving the event, which is the first week in July, to Winneconne. The Village Administrator and Chief of Police have meeting set up with the City of Oshkosh to talk about the event. More to follow.

Approve Minutes from December 03, 2018 meeting – Motion by Stanek Seconded by Boucher to approve December 03, 2018 meeting minutes. Carried by voice vote 3/0.

Operations Progress:
Update – DPW Ruetten Reviewed
- Trimmed trees in Marble Park and LWP
- Winter project of re-doing picnic tables to include ADA accessible picnic tables at each shelter
- Proto 1 is manufacturing the bases for the Pool diving platform ladders

Old Business
Summer Rec Programs – DPW Reviewed
- Discussion – DPW and Administrator had a meeting with the YMCA
  o They are willing to take on the Rec Baseball program for 2019
  o During the beginning of the conversation, the YMCA did not want to take on the swimming program due to the losses that were in crude over the last several years. After some discussion, alternatives to hours and days of the week were discussed as options as well as offsetting losses. When the YMCA left the meeting the swimming program and the new alternatives would be brought back to the YMCA Board and have further discussions. More to follow.
- Recommendation – None at this time

WWAA Softball Agreement – DPW Reviewed
- Discussion – The agreement did come back to the Village signed. This agreement will come before the Village Board for approval at the January Village Board Meeting.
- Recommendation – None at this time

Sovereign State Days Request for Date Change – DPW reviewed

Pursuant to WI State Statute 985.02(1)(b); notice is hereby given that Village Board Members may also be present at this meeting for informational purposes.
MEETING MINUTES:
PARK COMMITTEE FOR VILLAGE OF WINNECONNE

- Discussion — Village has received correspondence back from the Sovereign State Board with; the confirmation date for 2019 and 2020 of the third weekend in July for both years.
  o Communications have been made to the two groups that were affected by the previous change.
- Recommendation — None at this time

Park CIP Long term planning — DPW Reviewed
- Discussion — McMahon group has been contracted to look at all the Village Facilities and they are requesting until the February meeting date to gather information for the Park Committee make recommendations.
- Recommendation — None at this time

New Business
Bike Share Program – DPW reviewed
- Discussion — Would the Committee like to pursue the Bike Share program?
  o Questions as how they would be used and how would the bikes be tracked came up.
  o Questions were asked from the two observers of if they would use the bikes. Both observers stated yes they would use the bikes if they were available.
- Recommendation — Committee would like more public input. Possibly a survey through the Village website to gather more data. More to follow.

Set next meeting date and adjourn — 4th of February 2019 at 5:00pm.

Motion by Boucher, second by Reetz to adjourn at 5:25pm; 4-0 approve.

Kirk Ruetten
Public Works Director

Pursuant to WI State Statute 985.02(1)(b); notice is hereby given that Village Board Members may also be present at this meeting for informational purposes.
## ESTIMATE

### ADDRESS
Village of Winneconne

### ESTIMATE # 1040
**DATE** 01/03/2019  
**EXPIRATION DATE** 02/01/2019

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>QTY</th>
<th>RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bicycles: Classic Step-Thru</td>
<td>10</td>
<td>490.00</td>
<td>4,900.00</td>
</tr>
<tr>
<td>Fully Refurbished, 3-speed step-thru</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rack - Set of 6</td>
<td>3</td>
<td>800.00</td>
<td>2,400.00</td>
</tr>
<tr>
<td>Rack Shipping</td>
<td>3</td>
<td>150.00</td>
<td>450.00</td>
</tr>
<tr>
<td>Rack Shipping from Iowa</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shipping: Shipping</td>
<td>10</td>
<td>50.00</td>
<td>500.00</td>
</tr>
<tr>
<td>Bicycle Shipping from Iowa</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Software: Koloni Konnect</td>
<td>10</td>
<td>15.00</td>
<td>150.00</td>
</tr>
<tr>
<td>Monthly Management Software Fee</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(per active month) / Per Item</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL** $8,400.00

Accepted By

Accepted Date
Kirk,

I had a recent conversation with Dean Smith about Sawdust days in Oshkosh. He told me they had quite a large number of Police Officers/Auxiliary Police/Community Service Officers that worked that event for the span of 7 days. (at least I think it was 7....I know it included a few days in front and behind the 4th of July. We definitely do not have the amount of manpower to deal with this and I would certainly need the Sheriff for help. Will we have the same crowds as Oshkosh? That is one of the unknowns. I will need to accommodate OT for all the officers. I certainly do not have that allocated in this budget cycle. I really can't give an amount until we know specifics of the event. Please have the Parks Committee consider this .....most likely we could do this but it will cost some dollars.....

Paul C. Olson
Police Chief
Village of Winneconne Police Department
(M) 920-582-9944
(F) 920-582-0313
polson@winneconnewi.gov

Have a Great Day!
WINNECONNE PARKS FACILITIES USE PERMIT

Type of Event: Oshkosh Sawdust Days (Name change if we move)
Person In Charge/Contact Person: Ellen L. Schmidt & Tom Guenther
Address: PO Box 436, Oshkosh, WI 54903-0436
Daytime Phone: 920-235-5584 Alternate Phone: 235-4624/235-7197
Reservation Date: 6/30 thru 7/8/19 Day of Week: Sun - Mon 7-8-19
Est. Attendance: 40,000 Est. Arrival Time: Sun, 8:00 am

Lake Winneconne Waterfront Park Marble Park
[ ] Small Shelter [ ] Pavilion [ ] Small Shelter
[ ] Large Shelter [ ] Barn [ ] Large Shelter
[ ] Gazebo

RESPONSIBILITIES OF THE PERSON IN CHARGE/CONTACT PERSON:

A. The individual designated as the Person in Charge in this Use Permit must be at least 18 years or older in order to reserve a facility. Throughout the event, the Person in Charge is held responsible for the preservation of order, noise control, shelter clean-up and any damage that has occurred.

B. Keys are required to access the shelters. Key pick-up required. Keys must be picked up at the Village Office prior to the Event by the person in charge/contact person listed above. Access to the shelter is allowed on the Reservation Date only. Please see item 2 on the Terms of Reservation sheet.

C. Use of the Village Park shelters is subject to municipal ordinances and can be terminated at the discretion of the Village Police Department if any term of the Use Permit is violated or when public safety is threatened.

D. The Village Parks Use Permit is recognized as proof of reservation. While occupying the shelter, the Person in Charge is to have this Use Permit in their possession.

E. I acknowledge that I have received and read the Terms of Reservation.

Ellen L. Schmidt, Chairman
Signature

OFFICE USE ONLY

Today's Date ___________________________ Received by ___________________________

FEE $ ___________________________ [ ] Cash [ ] Check# ___________________________
VILLAGE OF WINNEBONNE, WISCONSIN
30 S. First Street • Winneconne, WI 54986 • 920-582-4381

Special Event Permit Application

APPLICANT AND SPONSORING ORGANIZATION INFORMATION

Contact Person: Ellen L. Schmidt or Tom Guenther

Daytime Phone: 920-235-3584 Call Phone: 920-235-7197 or 920-203-0775

Organization: Oshkosh Sawdust Days Not For Profit: X No

Email: elliensings2@yahoo.com or tom@bgwave.com

Street Address: 4303 Swallow Banks Lane City: Oshkosh State: WI Zip: 54984

Contact Onsite the Day of Event: Ellen L. Schmidt or Tom Guenther Call Phone: 920-235-7197 or 920-203-0775

SPECIAL EVENT INFORMATION

Name of Event: Oshkosh Sawdust Days (Name change if we move)

Event Date(s): Event 7-3 thru 7-7-19

Open to the Public: X Yes No

Hours the Event is Open to the Public Each Day:

N/A: Sun: 12-11 pm Tues: Wed: 4-11 pm Thurs: 12-11 pm Fri: 12-11 pm Sat: 12-1 pm

Set Up Date and Time: 6/30/19 7:00 am

Take Down Date and Time: 7/19 7:00 am

Location Requested: Marble Park

Park Shelter Needed: X Yes No (If yes, please fill out and pay for Park Facilities Rental Form)

Estimated Attendance: Approx 40,000

Please circle if you plan to include the following during the event:

<table>
<thead>
<tr>
<th>Vendors/Food Sales/Cooking</th>
<th>X Yes No</th>
</tr>
</thead>
<tbody>
<tr>
<td>If yes, please contact Winnebago County Health Department 920-232-3000 for permits for temporary food sales and the Village for a Direct Sellers Permit. Please apply at least four (4) weeks in advance of your event for both.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Operator’s License/Alcohol*</th>
<th>X Yes No</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Temporary Class B License and a valid Village Operator’s License is needed and requires Village Board approval. Please apply at least four (4) weeks in advance of your event for both.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Port-O-Johns (At Own Expense)</th>
<th>X Yes No</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Village requires a ratio of one (1) restroom facility per one hundred (100) people (public restrooms are considered part of calculation).</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Sign(s)</th>
<th>X Yes No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Please refer to land-use ordinance 9-1-31(4) for regulations.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Tent(s)</th>
<th>X Yes No</th>
</tr>
</thead>
<tbody>
<tr>
<td>If yes, please contact Diggers Hoffman (811) to mark underground utilities at least three (3) working days before event.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Music/Sound Amplification</th>
<th>X Yes No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Village ordinances require all amplified music be turned off by 10:00 pm. A request to relax the ordinance requires approval by the Village Board. Please apply at least four (4) weeks in advance of your event.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>State Highway 116 Closure</th>
<th>Yes X No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Closure of State Highway 116 requires a DOT permit, available at the Wisconsin DOT website: <a href="http://www.dot.state.wi.us/forms/docs/dt1479.doc">http://www.dot.state.wi.us/forms/docs/dt1479.doc</a> Requests shall be made at least ninety (90) days in advance of event.</td>
<td></td>
</tr>
</tbody>
</table>

*If selling alcohol on Village-owned property, organization is required to carry liability insurance. Proof of insurance is required two weeks prior to event date.

Rev. 2-25-2017
### Municipal Services Requested:

<table>
<thead>
<tr>
<th>Service</th>
<th>Yes</th>
<th>No</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Closure</td>
<td>Yes</td>
<td>No</td>
<td>Street closures require Village Board approval. Please apply at least four (4) weeks in advance of your event for permit. Attach a map on which street(s) and length of time they are requested to be closed.</td>
</tr>
<tr>
<td>Traffic Control Police Officers</td>
<td>Yes</td>
<td>No</td>
<td>There is an additional fee for police controlled traffic and may be required if event reaches an extraordinary size. How many, when and where do you require them?</td>
</tr>
<tr>
<td>Traffic Control Devices (No Parking, Stop, Directional, Barricades, Cones, etc.)</td>
<td>Yes</td>
<td>No</td>
<td>How many, which devices, when and where? Usually we supply—what is available/charge?</td>
</tr>
<tr>
<td>Additional Police Presence</td>
<td>Yes</td>
<td>No</td>
<td>There is an additional fee for increased presence. How many, when and where do you require them? We hire private.</td>
</tr>
<tr>
<td>Access to Electricity</td>
<td>Yes</td>
<td>No</td>
<td>Based on availability. Must provide your own extension cords.</td>
</tr>
<tr>
<td>Access to Outdoor Water Source</td>
<td>Yes</td>
<td>No</td>
<td>Based on availability. Must provide your own hose.</td>
</tr>
<tr>
<td>Additional Trash Bins</td>
<td>Yes</td>
<td>No</td>
<td>Total number needed (Village can supply up to 6):</td>
</tr>
<tr>
<td>Portable Volleyball Nets</td>
<td>Yes</td>
<td>No</td>
<td>Location:</td>
</tr>
<tr>
<td>Picnic Tables</td>
<td>Yes</td>
<td>No</td>
<td>Location:</td>
</tr>
<tr>
<td>Any additional Special Assistance needed from the Village?</td>
<td>Yes</td>
<td>No</td>
<td>Describe: Not sure we will need this</td>
</tr>
</tbody>
</table>

**NOTE:** Attach a map of event that must include location, routes, areas used, barricade placement, port-o-john locations, etc.

**Signature of Responsible Party:** Ellen L. Schmidt & Tom Guenther  
**Date:** 1/31/19

**Village Approval**

Acknowledged and Approved by Public Works Director:  
Date: ___

Notes: ______

Acknowledged and Approved by Chief of Police:  
Date: ___

Notes: ______

Acknowledged and Approved by Village Administrator:  
Date: ___

Notes: ______

**Office Use Only**

Fee Amount:  
[ ] Credit Card  [ ] Cash  [ ] Check #: ___

Today's Date: ___  
Authorizing Signature: ___

Rev. 2-22-2017
### Village of Winneconne
#### 2017 Park Facility Usage Fees

<table>
<thead>
<tr>
<th>Facility</th>
<th>Resident</th>
<th>Non-Resident</th>
<th>Resident Entire Weekend Fri, Sat &amp; Sun</th>
<th>Non-Resident Entire Weekend Fri, Sat &amp; Sun</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MARBLE PARK</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Event*</td>
<td>$50.00</td>
<td>$75.00</td>
<td>$125.00</td>
<td>$185.00</td>
</tr>
<tr>
<td>Small Shelter</td>
<td>$55.00</td>
<td>$80.00</td>
<td>$140.00</td>
<td>$220.00</td>
</tr>
<tr>
<td>Large Shelter</td>
<td>$85.00</td>
<td>$125.00</td>
<td>$200.00</td>
<td>$325.00</td>
</tr>
<tr>
<td><strong>WATERFRONT PARK</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Event*</td>
<td>$50.00</td>
<td>$75.00</td>
<td>$125.00</td>
<td>$185.00</td>
</tr>
<tr>
<td>Pavilion</td>
<td>$50.00</td>
<td>$75.00</td>
<td>$125.00</td>
<td>$185.00</td>
</tr>
<tr>
<td><strong>LAKE WINNECONNE PARK</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Event*</td>
<td>$50.00</td>
<td>$75.00</td>
<td>$125.00</td>
<td>$185.00</td>
</tr>
<tr>
<td>Small Shelter</td>
<td>$50.00</td>
<td>$75.00</td>
<td>$125.00</td>
<td>$185.00</td>
</tr>
<tr>
<td>Large Shelter</td>
<td>$75.00</td>
<td>$100.00</td>
<td>$185.00</td>
<td>$250.00</td>
</tr>
<tr>
<td>Barn</td>
<td>$250.00</td>
<td>$500.00</td>
<td>$650.00</td>
<td>$1,200.00</td>
</tr>
<tr>
<td>Gazebo*</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>BOAT PARKING</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Daily</td>
<td>$5.00</td>
<td>$5.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Weekly</td>
<td>$15.00</td>
<td>$15.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Seasonal</td>
<td>$20.00</td>
<td>$30.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Overnight</td>
<td>$10.00</td>
<td>$10.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Gazebo: $10.00 to reserve for pictures; $25.00 to reserve for ceremony; FREE with rental of barn*