

**PROCEEDINGS OF THE BROWN COUNTY
EDUCATION & RECREATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Education & Recreation Committee** was held on Thursday, February 7, 2013 in Room 200, Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

Present: Chair John Vander Leest, Supervisors Erik Hoyer, Patrick Williams and John Van Dyck
Also Present: Lynn Stainbrook, Lori Denault, Curt Beyler, Kathy Pletcher, Scott Anthes, Neil Anderson, Doug Hartman, Rolf Johnson, Supervisor Dantine.

I. **Call to Order:**

The meeting was called to order by Chairman Vander Leest at 5:33 p.m.

Vander Leest thanked Wetzel for his time and attention as the Chair of the Ed & Rec Committee.

II. **Election of Vice-Chair.**

Supervisor Hoyer nominated Supervisor Van Dyck for Vice-Chair.

Nominations Closed.

John Van Dyck elected as Vice Chairman of the Education & Recreation Committee by unanimous ballot.

III. **Approve/Modify Agenda:**

Vander Leest asked that items 8-10 be moved up after item #1.

Motion made by Supervisor Hoyer, seconded by Supervisor Van Dyck to take Items 8-10 after Item 1. Vote taken. MOTION UNANIMOUSLY APPROVED

IV. **Approve/Modify Minutes of December 6, 2012.**

Motion made by Supervisor Van Dyck, seconded by Supervisor Hoyer to approve. Vote taken. MOTION UNANIMOUSLY APPROVED

1. **Review Minutes of:**

a. **Library Board (November 15, 2012 & December 6, 2012).**

Motion made by Supervisor Hoyer, seconded by Supervisor Williams to receive and place on file. Vote taken. MOTION UNANIMOUSLY APPROVED

Although shown in proper format, items 8 through 10 were taken at this time.

Communications

2. **Communication from Supervisor Lund re: To examine the parking at the Brown County Boat Ramp on the Suamico River to explore options for additional parking. Held from October meeting for 90 days to allow staff to gather additional information.**

Assistant Park Director Doug Hartmann informed the Committee that this issue basically changed

from a parking issue into a Suamico River dredging issue because the low water condition needs to be adjusted before parking is addressed. Hartman continued that previously Supervisor Lund, himself, Neil Anderson and representatives from the Village of Suamico along with the Suamico Harbor Commission met to find a way to work together to deal with the dredging project since the Army Corp of Engineers does not have these small harbor dredging projects in their plans. The engineers have looked at the previous survey depths of the channel to give them an idea of what deposits have to be removed. Suamico will be meeting with the DNR to look at funding opportunities and then the information committee will meet again to discuss what funding may need to occur and how to tackle it. Hartman wondered if this agenda item should be continued and felt that if it is continued, it should be in regard to the dredging of the river rather than the parking issue.

Motion made by Supervisor Van Dyck, seconded by Supervisor Hoyer to receive and place on file. Vote taken. MOTION UNANIMOUSLY APPROVED

3. **Communication from Supervisor Dantine re: Look into adding more uses for the trails at Neshota Park. Referred from January County Board.**

Supervisor Dantine informed that a concerned citizen asked that this be placed on the agenda.

Karen Vanden Bush, 5682 Aspen Court, Denmark, Wisconsin.

Vanden Bush thanked the Committee for getting this on the agenda. Her family uses Neshota Park quite a bit and finds it to be a very under-utilized park. They were snowshoeing in the park several weeks ago and were told they were not allowed on any of the trails in the park. She found this unusual and did some research and found out that snowshoeing is the fastest growing winter sport in Wisconsin and there are actually some snowshoe trails at Barkhausen. She would like to see one or two of the trails at Neshota opened up to snowshoers and hikers.

Hartman stated that they do not allow walkers or snowshoers on the ski trails because it destroys them and therefore there is not a compatible use on the same trail. If snowshoes were to be allowed, this would have to be someplace other than the groomed ski areas and Hartman acknowledged that there have been a number of incidents of angry skiers with walkers and hikers on the ski trails. If they were to do something at Neshota for snowshoers it would need to be in an area outside of the ski trails and he noted that there is also a snowmobile trail through the park. It is not that they could not put a snowshoe trail through the park, but Hartman noted that there already are a number of trails there and he tends to err on the side of the environment and he would not like to see more trees cut down for a new trail. If there would be a way to sneak a trail somewhere that would not require much cutting, Hartman would be willing to look at this. He stated that as a snowshoer himself, he feels that snowshoes and trails are polar opposites. In the park system snowshoers are encouraged to go wherever they want other than on ski trails. Vanden Bush stated she would like snowshoeing promoted to the public because the website says the shelter is open to sledgers, skiers and snowmobilers but it does not mention hikers or snowshoers.

Parks Director Neil Anderson stated that they are looking at having trails at the Reforestation Camp for snowshoeing to help keep them off the ski trails. Vanden Bush was happy to see snowshoe trails at Reforestation Camp and Barkhausen but asked if any trails could be opened up to hikers and leashed dogs. There is one trail at Neshota Park for horses and she indicated that the State Parks allow dogs on their trails and she wanted to bring this up to the Committee to see if this is something they would consider. She felt Neshota was such a beautiful park but very under-utilized and she felt that there are no dog parks in that area of the County and allowing leashed dogs on certain trails would be a nice addition. Hartman indicated that at one time they were willing to entertain this on a trial basis but when it was discussed further they decided it was not a good idea to mix horses and dogs. Vander Leest stated that they do get requests from the public to look at adding services at parks and typically these are handled by allowing staff to come back with their ideas to improve the

parks or offer additional amenities. It was Vander Leest's proposal to have this brought back at a future meeting to allow staff to look into this further.

The last issue Vanden Bush brought up was the possibility of forming a volunteer group, Friends of Neshota Park, as she felt there was a lot that could be done in the park such as tree trimming, painting, cleaning up the park and picking up horse manure. She felt a good volunteer group may result in better communication to develop some good ideas together. Anderson stated that this was perfect timing because right now one of the goals and initiatives for 2013 is to develop groups of 501C3s that could help in different areas and be more involved because ultimately they want the community to be involved in the parks. This would allow for dialogue of the group as well as support and the possibility of grants and fundraising and groups can really make this happen.

Motion made by Supervisor Van Dyck, seconded by Supervisor Hoyer to hold for 60 days for a report back. Vote taken. MOTION UNANIMOUSLY APPROVED

4. **Communication from Supervisor Dantine re: Look into allowing bow hunting in several areas at Neshota Park by permit only. Referred from January County Board.**

Dantine stated he knew this is done in Baird Creek by permit only and a constituent brought this idea up for Neshota Park as well.

Motion made by Supervisor Williams, seconded by Supervisor Hoyer to open the floor to allow interested parties to speak. Vote taken. MOTION UNANIMOUSLY APPROVED

Michelle Wallerius, 5993 W. Cherney Road, Denmark, Wisconsin

Wallerius informed that she is the Town Clerk for New Denmark and would be a good contact for communication regarding Neshota Park. She indicated she had sent a letter in August which she has provided to the Committee, a copy of which is attached. She did not hear back from anyone regarding the proposal outlined in her letter which was a request that there be some sort of regulation put on the bow hunters who use Neshota Park. The Wallerius's reside on W. Cherney Road which is the dead end to the back of the park and she stated that the park has been used and abused with no regulations.

Larry Rabas- 4905 Hwy T, Denmark, Wisconsin

Rabas stated that there have been issues with trespassing on his property from Neshota Park and he had recorded on a camera a gentleman with a gun and a dog on his property, however, when he went to check the camera a week later the camera was gone. There definitely are issues with trespassing and he felt that having these people register at the gate would be helpful so they would know who is in the park. He felt it was kind of scary that they are built off the road and they thought they were safe but now individuals are coming through the park and onto his property and they do not know who is out there and what they are doing.

Hartman stated that they do not enforce trespass on another's property as this would be a Sheriff's Department issue. Hartman felt that Parks could try to get the word out that they are trespassing and he thought there was fencing in a number of areas and perhaps additional fencing would be possible so it would be obvious to people that they would be trespassing if they cross it. Hartman continued that the only permitted hunt they do is at Barkhausen for the gun season to control the numbers of hunters that are out there. Wallerius stated that she felt the problem was parks that are open to hunting without any regulation and she did not see why permits could not be issued at Neshota. She stated there is cross country practice in the park in fall. Vander Leest stated there is a certain role of what the County does and he felt that additional signage may be a possibility but he did not know if the County would be allowed to create a registration fee. Wallerius stated that her concern was activities in the park that are allowed but not monitored such as horseback riding and

skiing. She felt that the park is overcrowded for hunting and she felt that some sort of accountability was necessary for people coming to use the park to hunt and harvest animals. Vander Leest asked if the hunters were being monitored and Hartman stated that he did not believe so. He stated that the DNR would enforce hunting violations and Parks would call the DNR if they found a hunting violation. Rabas stated that having hunters register as they go into the park would be helpful so that hunters could communicate among themselves for issues such as bait piles. He felt this would also help the DNR as well.

Van Dyck stated he will be putting in a communication at the next Board meeting as he would like this looked into further. He agreed that we are charging for everything else we do and acknowledged that money is tight and felt that asking people to pay for the use of our facilities is not unreasonable. He felt this should be looked into further and if someone has a problem paying to register to hunt, they should hunt somewhere else.

Motion made by Supervisor Van Dyck, seconded by Supervisor Hoyer to return to regular order of business. Vote taken. MOTION UNANIMOUSLY APPROVED

Motion made by Supervisor Van Dyck, seconded by Supervisor Hoyer to refer to County staff to look at user registration and fee to use Brown County parks for hunting seasons. Vote taken. MOTION UNANIMOUSLY APPROVED

5. **Communication from Supervisor Erickson re: I suggest that Public Works, Parks and any other department utilize Hubers to assist with County Work. This will increase services to Brown County and may help to reduce overcrowding in our jail. *Referred from January County Board.***

Supervisor Van Dyck informed that Supervisor Erickson had brought this up at least two other committee meetings and he felt the message was out there. Van Dyck stated that Erickson had made a point when this was brought up at PD&T that there seemed to be additional hours available or more Hubers available than what were being utilized and he was looking for a more concerted effort to utilize the Hubers that were available. Van Dyck agreed that the County should be using as many Hubers as possible for as many tasks as possible. Hartman stated that they have been using Hubers for labor for several years and there are pros and cons to it. The Pamperin Park staff uses Hubers four days a week in the season but they have to be supervised at all times and this can cause problems in that they do not have enough rangers to do their own jobs plus supervise the Hubers. You also have to have the right work for them such as bundling firewood, raking leaves and doing weeding. Transportation to get Hubers to and from the Huber center is also a concern. Vander Leest asked if Hubers were being utilized at the Zoo and Anderson answered that they are used in spring for cleanup and also for tear down after special events such as Zoo Boo. Anderson stated that the problem is that there are kids and families at the Zoo and they could run into problems if Hubers are not appropriately supervised. Anthes stated that the issue with using them at the golf course would be the transportation to and from the Huber center. A discussion continued with regard to County vehicles that may be available for use in transporting Hubers. Van Dyck stated that if there are larger projects where a number of Hubers would be needed, he did not see an issue with asking the Sheriff's Department to provide supervision as an option.

Motion made by Supervisor Van Dyck, seconded by Supervisor Hoyer to receive and place on file. Vote taken. MOTION UNANIMOUSLY APPROVED

6. **Communication from Supervisor Wetzel re: Review Brown County Golf Course obligation to the General Fund, with possible action. Held from December meeting.**

Van Dyck felt that it was Wetzel's intent to clear this from the books. Anthes stated that 2012 was the first year the golf course did not give anything back to the general fund. Vander Leest stated that he did not pull this from the agenda, but what is being asked for is to take the obligations that the golf course did previously to the general funds and go back and predict that and he does not feel this is a good precedent. He felt that the County Board would view this negatively. He did not agree with the intent of this communication. Van Dyck did not feel that anyone was contesting the payback and he agreed with Vander Leest that this should be left alone. The obligation to the general fund would not be going away, but at the same time as the budgets come forward it could be said that the golf course is projected to generate a sum of money but will use it internally for various things and not pay back the general fund. Van Dyck did not feel like anyone was pressing the payback and he agreed with Vander Leest.

Motion made by Supervisor Van Dyck, seconded by Supervisor Williams to receive and place on file. Vote taken. MOTION UNANIMOUSLY APPROVED

Golf Course

7. Superintendent's Report.

a. 2012 Golf Course Accomplishments and 2013 Goals.

Golf Course Superintendent Scott Anthes outlined the Golf Course Report that was contained in the agenda packet and he also passed around pictures of the golf course in its current condition. He also distributed an article on winter crown hydration injury on turf, a copy of which is attached. Anthes shared several points from this article with the Committee. He shared that when he was interviewed for the job in 2008 he asked what the biggest concerns and issues with the golf course was and he was told the number one issue was winter kill. He has noticed that this is true and it is due to no frost going into the ground. When snow melts, there is no frost to impede it from melting through and draining through. In the beginning of December snow partially melted away and we then got hit with subzero temperatures which drove the frost into the ground. Since there have been snowfalls and melting now the water does not drain off. The water sits on top and the crown of the grass which is the growing portion. If the crown is not dormant it will take up some of the water and when it freezes again the water in the cells will crystalize and break the cell walls and kill the plant. Ice can also pull water out of the plant and dehydrate the plant. At this time it is a waiting game and they are shoveling off areas and examining them and keeping an eye on them. At the beginning of March they will be clearing off the greens and hopefully they can prevent some of these cycles. A question was raised as if there were options to the types of grass used to alleviate this kill. What is being experienced this year is likely going to be happening on an annual basis. Anthes said that the major makeup of the grass at the golf course is the most susceptible type to this but there are grasses that do better in colder weather but the overall problem is not the grass, it is the surface drainage. He noted that drainage is not cheap. Anthes stated that they do cover the greens but the covers they use are a woven fabric and are permeable. These covers are actually used for desiccation and to heat up the ground in spring and to aid in germination. The covers do not stop ice accumulation because they allow water to flow through. Two years ago he purchased a different cover for green two which is a sheet of plastic about 8 mm thick and is white to reflect heat and does not allow any moisture through. He noted that they are testing this cover out and he will let the Committee know how it works. He also noted that Oneida Golf and Country Club has been using similar covers since 2007 and have not had an issue with winter kill. The cost of these covers are the same as the green covers at about \$1,000 each.

Anthes also outlined the list of goals for 2013 that was contained in the agenda packet.

Vander Leest asked if the golf course currently has a Facebook page or any other social media contacts. Anthes answered that a Facebook page is in the works and they are waiting for the new webpage to be up and running so they can comingle the website and Facebook and Twitter.

Motion made by Supervisor Hoyer, seconded by Supervisor Williams to receive and place on file. Vote taken. MOTION UNANIMOUSLY APPROVED

Library

8. **Budget Status Financial Reports for November 30, 2012.**

Motion made by Supervisor Van Dyck, seconded by Supervisor Williams to receive and place on file. Vote taken. MOTION UNANIMOUSLY APPROVED

9. **November and December, 2012 Library Report.**

Motion made by Supervisor Hoyer, seconded by Supervisor Williams to receive and place on file. Vote taken. MOTION UNANIMOUSLY APPROVED

10. **Director's Report.**

Library Director Lynn Stainbrook provided a brief presentation of their RFID system and stated that it is currently happening at the Central Library. There are four RFID checkout stations at the Central Library and during the month of December 45% of all checkouts occurred on the new self-checkouts using RFID. There were some issues in the beginning but they are in the process of resolving these glitches. Stainbrook continued that they are still working on lighting and signage in the area and at the time the project is finished she will invite the Committee over to see it. Stainbrook also stated that the Press Gazette had a nice article on one of the library's databases called an A – Z Database and they also had a staff member appear recently on the Rachel Manek show on a Thrifty Thursday segment to talk about e-books and downloaded magazines.

Stainbrook continued her report by outlining the documents in the agenda packet. Stainbrook also passed around some photos of work that is currently underway at the Weyers-Hilliard Branch and she stated that she would like the Committee to visit the branch to see the changes being made. She drew the Committee's attention to the photos from 2008 and 2013 and hoped that the Committee noticed how much the library has opened up.

With regard to the list of accomplishments for 2012 contained in the agenda packet, Stainbrook stated that this document is put together by staff at their December all staff meeting and is things that they are proud of that they were able to accomplish throughout the year.

The last item Stainbrook wished to mention is that on February 21, 2013 they will be sponsoring a reception at the Kress Branch and she invited supervisors to attend. This reception will have a three-fold purpose: 1) to thank their donors for the sustainability learning center; 2) announcement of a bequest that they have received and 3) to unveil some new artwork that was donated to the branch.

Facility Manager Curt Beyler was in attendance at the meeting to update the Committee on Central Library repairs. Beyler stated that Public Works is in control of the project money for the repairs at the Central Library. He stated that they have moved ahead with four projects and bids have been received for three of the projects, see attached. There is a recommendation to accept the low bid for the removal and replacement of the rooftop condenser in the amount of \$22,215. The second project is the removal and replacement of the main service disconnect and removal of obsolete switch gear and this came in a little under the estimate and they are recommending accepting the bid of \$46,561. The arch flash should also be happening soon. This project has not gone out for public bid but this should be underway within the next few months. Finally, the elevator project has been a little bumpy. It was given to the engineer to make up specifications and after several meetings specifications were posted on the website for public bid. The walkthrough was held on

November 29 and only one elevator contractor and two electricians showed up as well as Dale De Namur from Purchasing and himself. Nobody from Public Works or the engineer showed up for the walkthrough. Shortly after they started the walkthrough, it was realized by the contractors that there was no electrical section in the specifications, no fire alarm specifications and there were a few other things left out. The contractors who were there said they could not bid on the document as it was so they met again with Public Works and went back to the drawing board with Raasch. About six weeks later another walkthrough was held with two elevator contractors and plenty of subs and generals. The low bid that they got back from that was \$508,000. It has been decided to reject all of the bids and re-scope the project to try to save some money by refurbishing the hydraulic system rather than going with new elevators which could save between \$30,000 - \$50,000. They could save money by not replacing the single wall hydraulic jacks, but in Chicago and Minnesota every single hydraulic jack that is single walled has to be replaced by the end of the year and he felt that Wisconsin was not far behind this requirement. He noted that it is not code and it is not recommended to leave them in there as there could be problems. Beyler also noted that sometimes the cheapest solution is the most costly in the long run.

Beyler continued that he disagrees with the direction that Public Works is going with all of these projects. He noted that there is a strong push to do things separately in smaller little chunks and break projects apart so that the amounts for engineering and the work do not bid over the dollar limitations where we have to go out for public bids or obtain Committee approval. Beyler felt that this would leave a patchwork of overlapping projects and rework. He strongly feels that all of the projects need to be handled together. Beyler believes that one architectural engineering firm should do all of the specifications, sequencing, construction management and prioritize the project and have it done together rather than just picking out little things here and there. He fears that if we keep doing little projects all over they will whittle down the funds and there will not be enough money to do the substantial chunk that they need to do.

Stainbrook wished to make it clear that what they are talking about is the \$1.5 million dollars that has been allocated for repairs and noted that they want the best use of these funds so the taxpayers get their money's worth. They are not talking about the renovation project at this time. Supervisor Dantine stated these projects are being done as funds are available.

Supervisor Van Dyck asked Dantine if in order to coordinate there would be objection from PD & T to have the repairs, since they are on the library building itself, come through the Ed & Rec Committee. Dantine stated he felt there was a disconnect and felt they needed to get together and get on the same page. Van Dyck agreed and stated that he will put in a communication that anything to do with the Museum and Library facilities come before the Ed & Rec Committee and he also suggested that Public Works be asked to come to the next Ed & Rec meeting to discuss the process that they are currently undertaking.

Stainbrook concluded the Library portion of the meeting by inviting the Committee to have their April meeting at the Weyers-Hilliard Branch. She also stated she would be willing to give anyone interested a tour of the RFID system.

Vander Leest wished it noted in the minutes that the discussion regarding renovations and repairs above is in connection with repairs to the Central Library. The \$23 million dollar renovation project is dead. He wished this clarification made to indicate that what they were talking about is repairs to the Central Library. He also stated that if Stainbrook or other Library staff have concerns with what is going on at the Central Branch to share this with Director of Public Works Paul Van Noie.

a. 2012 Library Accomplishments and 2013 Goals.

Motion made by Supervisor Williams, seconded by Supervisor Hoyer to receive and place on file. Vote taken. MOTION UNANIMOUSLY APPROVED

Museum

11. **Year-To-Date Gate Revenue Totals and Sales Reports.**

Motion made by Supervisor Williams, seconded by Supervisor Hoyer to receive and place on file. Vote taken. MOTION UNANIMOUSLY APPROVED

12. **January 2013 Director's Report.**

Motion made by Supervisor Williams, seconded by Supervisor Hoyer to receive and place on file. Vote taken. MOTION UNANIMOUSLY APPROVED

13. **February 2013 Director's Report.**

Museum Director Rolf Johnson stated that he would go over some of the items contained in his Director's Report contained in the agenda packet. He distributed the Musepaper to the Committee, a copy of which is attached. He also indicated that he would be adding additional data to the monthly metric report.

Johnson continued that 2013 will be a critical year for the Museum on a number of fronts. As he indicated at the December Board meeting and as indicated at prior Ed & Rec meetings as well as conversations he has had with the County Executive, by the end of the first quarter, he will be presenting a plan as to how to correct what is anticipated to be another tough year in terms of making revenue targets. Johnson continued that Supervisor Hoyer is part of the Governing Board and they are aware, the Foundation is aware and the County Executive is also aware of the current situation. Johnson stated that he will be making some requests and he is already working with Human Resources to do a few things that will begin to not only help the Museum be a little more efficient and get a little more work out of the professional staff that is there, but also could help the Museum save money in the long haul. One of the things he has mentioned in earlier reports has to do with taking the curatorial or professional staff and taking them away from being hourly employees to being exempt employees at 40 hours per week minimum at the same base salary rate. The class and comp study on this has been done by Administration and the curatorial staff is aware of this change. This would allow the Museum not to have to pay overtime or comp time.

Secondly, Johnson reported that he is in the process of changing the Museum's Table of Organization with the addition of key positions that were, until recent years, a part of museum operations. He is looking to add an Assistant Direction position to help deal with the more tactical day to day operations of the Museum. This is explained further in Johnson's Director's Report. He also indicated that he will request to transfer funds designated for security services to add staff to the table of organization and indicated that the Museum is currently paying \$60,000 to an outside security firm and he would rather pursue using those annual funds to create two new positions in the table of organization.

Johnson stated that he is also reviewing the entire rate structure as outlined in his Director's Report. One area he would like to increase is the fees for guided tours. Currently self-guided and guided tours can be taken for the same fee. Johnson would propose raising the fee for guided tours by \$1 per person. At this time Johnson does not plan to change the gate fee but one thing that they did change was that Wednesday night used to be free for everyone, but they changed that so that it is free for County residents. Johnson continued that a strong look is necessary at museum issues so a decision can be made if the County wishes to remain in in the museum business. Johnson stated that 2013 is the year for the Foundation, the Governing Board and the County and the Committee to

come together and find the best course moving forward. Another vision that Johnson has and has shared with people is a museum ship and people seem to get excited about this idea. He is also looking into the idea of a locating a retransformed library on the museum campus.

Vander Leest asked Johnson if he had a model of the changes he is proposing. Johnson stated he was asked to put together a list of pros and cons and ironically, he stated that many museums started off being co-located with libraries and then were split off. It is a complicated concept and he felt that perhaps a third party objective evaluator or consultant could come in. He felt this would only work if the library was willing to change who they are somewhat. Van Dyck stated that whether or not the idea sticks and is ultimately the chosen route, his biggest concern going down that road is spending \$18 million to renovate the library because to him that closes off any opportunity to do anything different as once the commitment is made it would be status quo for another 30 years and he feels this is a mistake. He feels there are many interesting things that could be done between the library and the museum to cross connect and he felt that this window of opportunity could become a model for other communities. Johnson sees great potential and is open to dialogue to realize incredible things to serve the taxpayers and make the community better and increase economic and cultural vitality in the community.

a. 2012 Museum Accomplishments and 2013 Goals.

Motion made by Supervisor Williams, seconded by Supervisor Hoyer to receive and place on file. Vote taken. MOTION UNANIMOUSLY APPROVED

NEW Zoo and Park Management

14. Parks - Approval of 2013 rates and fees for Barkhausen Waterfowl Preserve.

See item #19

15. Budget Adjustment Request (13-03) Category 5: Increase in expenses with offsetting increase in revenue.

This transfer will place money into the boat landing (special revenue) professional services account to pay for designer/engineering services related to dredging and concrete matting at Bay Shore County Park. Dropping water levels in Green Bay will require dredging of the boat launch area along with potential installation of concrete mats to extend the launch lanes in order to continue the current level of service.

Motion made by Supervisor Van Dyck, seconded by Supervisor Hoyer to approve. Vote taken. MOTION UNANIMOUSLY APPROVED

16. Budget Adjustment Request (13-04) Category 5: Increase in expenses with offsetting increase in revenue.

This transfer will place money into the boat landing (special revenue) outlay equipment account to pay for an aeration system at Lily Lake Boat Launch. An aeration system is necessary to prevent winter fish kills, but the current aeration system is a large energy consumer and keeps more water open than desired for ice safety since the lake is used by ice fishermen.

Motion made by Supervisor Williams, seconded by Supervisor Hoyer to approve. Vote taken. MOTION UNANIMOUSLY APPROVED

17. Resolution re: International Migratory Bird Day.

Motion made by Supervisor Van Dyck, seconded by Supervisor Williams to approve. Vote taken. MOTION UNANIMOUSLY APPROVED

18. **Approval of Request for Proposal for an aeration system at Lily Lake.**

Hartman indicated this system will be paid for by boat launch money. He is not sure of the cost at this time, but he does not expect it to be more than \$20,000. A commitment was made informally several years ago when the DNR killed all the fish that they would restock the lake and aerate it. The current aeration system is not energy efficient and Hartman would like to see it replaced with a more efficient system. There will not be any cost to the taxpayer for this.

Motion made by Supervisor Williams, seconded by Supervisor Hoyer to approve. Vote taken. MOTION UNANIMOUSLY APPROVED

19. **Approval of new 2013 rates and fees for Barkhausen Waterfowl Preserve and Pamperin Park.**

Hartman stated that the meeting room at Barkhausen has not previously been available for rental, but they would like to start renting this out. There would be a not for profit rate of up to two hours, a rate for two to eight hours and a private rate. There would also be coffee service available. They are trying to get more use out of the building and generate a little revenue. They are also looking to increase the fees for the group camping area from \$15 to \$30.

Hartman continued that at Pamperin Park they are looking to make a small investment with a high return for decorations and other items that could be used for weddings. These items are outlined in the agenda packet at Item 14.

Motion made by Supervisor Van Dyck, seconded by Supervisor Hoyer to suspend the rules to take items 14 & 19 together. Vote taken. MOTION UNANIMOUSLY APPROVED

Motion made by Supervisor Van Dyck, seconded by Supervisor Hoyer to approve Items 14 & 19. Vote taken. MOTION UNANIMOUSLY APPROVED

20. **Assistant Director and Field Staff Report.**

a. **2012 Park Management Accomplishments and 2013 Goals.**

Hartman outlined several items in the Assistant Director Report contained in the agenda packet.

Motion made by Supervisor Hoyer, seconded by Supervisor Williams to receive and place on file. Vote taken. MOTION UNANIMOUSLY APPROVED

21. **Zoo Monthly Activity Report for December, 2012 and January, 2013.**

a. **Operations Report for November and December 2012.**

- i. **Admissions, Revenue, Attendance Report.**
- ii. **Gift Shop, Mayan Zoo Pass Revenue Report.**

Zoo Director Neil Anderson stated that attendance was up by about 1,000 for the year. With the increase in admission fees they realized additional revenue of approximately \$243,000 last year. In addition, the gift shop was up about \$7,000 and food sales were up by about \$34,690.

- b. **NEW Zoo Education & Volunteer Programs Report.**
- c. **Zoo Animal Collection Reports for November, 2012 and January, 2013.**
- d. **NEW Zoo Maintenance Report for November, 2012.**

e. Zoo Director's Report.

i. NEW Zoo 2012 Accomplishments and 2013 Goals.

Anderson stated that there will be a new billboard going up on the Highway soon heading north to replace the existing billboard. They will also be starting to adventure brand the area and they are also developing the possibility of the zip line and ropes challenge course and rock climbing abilities. He felt these items would be a great fit at the Reforestation Camp and tie into the family adventure theme.

Vander Leest asked if there would be any opportunity to do any outreach in Outagamie County for the Zoo such as billboards in that County. Anderson stated that he felt the billboards really do help and the segments on Fox 11 have been very helpful. He also stated that the zoo educator will be on NBC 26 weekly on Tuesday mornings. The great thing about these TV spots is that they are free advertising and far reaching. He also stated that the Zoomobile is out and about at many different locations.

Anderson continued his report that between the Zoo and the parks they do have some very ambitious goals and these are set out in the report in the agenda packet.

Motion made by Supervisor Van Dyck, seconded by Supervisor Williams to suspend the rules to receive and place on file on file items 21a, ai, aii, b, c, d, e, and i. Vote taken. MOTION UNANIMOUSLY APPROVED.

Resch Centre/Arena/Shopko Hall

22. **Complex Attendance for the Brown County Veterans Memorial Complex for September, 2012 and December, 2012.**

Motion made by Supervisor Van Dyck, seconded by Supervisor Williams to receive and place on file. Vote taken. MOTION UNANIMOUSLY APPROVED

Other:

23. **Audit of Bills:**

Motion made by Supervisor Van Dyck, seconded by Supervisor Williams to pay the bills. Vote taken. MOTION UNANIMOUSLY APPROVED

24. **Such Other Matters as Authorized by Law:**

A request was made of the recording secretary to send an e mail to department heads on what their preferences are for hosting Ed & Rec committee meetings during the months of May through October. The April meeting will be held at the Weyers-Hilliard branch of the library and the August meeting would be held at the Brown County Fair.

Motion made by Supervisor Hoyer, seconded by Supervisor Williams to adjourn at 8:00 p.m. Vote taken. MOTION UNANIMOUSLY APPROVED

Respectfully submitted,

Alicia Loehlein
Recording Secretary