

BOARD OF SUPERVISORS

Brown County



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EDUCATION & RECREATION COMMITTEE

John Van Dyck, Chair
Staush Gruszynski, Vice Chair
Corrie Campbell, Kathy Lefebvre, Paul Ballard

EDUCATION & RECREATION COMMITTEE

Thursday, June 29, 2017

5:30 p.m.

Barkhausen Waterfowl Preserve
2024 Lakeview Dr., Suamico

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION
ON ANY ITEMS LISTED ON THE AGENDA

****PLEASE NOTE LOCATION****

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of May 25, 2017.
- IV. Discussion regarding starting meeting at 6 p.m. vs 5:30 p.m.

Comments from the Public

1. Review Minutes of:
 - a. Library Board (April 20, 2017 & April 25, 2017).

Communications – None.

NEW Zoo

2. NEW Zoo Budget Status Financial Report for May 2017 - Unaudited.
3. Zoo Director's Report and Zoo Monthly Activity Reports.

Museum

4. Museum Budget Status Financial Report for May 2017 - Unaudited.
5. Resolution Adopting the 2017 Neville Public Museum Visitor Experience and Architectural Exhibition and Master Plan.
6. Director's Report.

Golf Course

7. Golf Course Budget Status Financial Report for May 2017 - Unaudited.
8. Request for Approval – Approve Contract for Winning Bidder for Golf Course Family Tee Project.
9. Superintendent's Report.

Library

10. Director's Report.

Park Management

11. Park Mgmt. Budget Status Financial Report for May 2017 – Unaudited.
12. Request for Approval re: Fee Waiver request from Denmark Memory Café for use of Neshota Park, July 20th.
13. Discussion re: Implementation of Parks Ban, draft provided.
14. Discussion re: Feasibility of Jurisdictional transfer of 6.21 acre Wrightstown Boat Landing to Village of Wrightstown.
15. May 2017 Park Attendance and Field Staff Reports.
16. Assistant Director’s Report.

17. **Resch Centre/Arena/Shopko Hall** – Complex Attendance for the Brown County Veterans Memorial Complex for May 2017.

Other

18. Audit of bills.
19. Such other matters as authorized by law.
20. Adjourn.

John Van Dyck, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

PROCEEDINGS OF THE BROWN COUNTY
EDUCATION AND RECREATION COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the Brown County Education and Recreation Committee was held on Thursday, May 25, 2017 in Room 200, Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

Present: Chair Van Dyck, Supervisor Campbell, Supervisor Ballard, Supervisor Gruszynski
Excused: Supervisor Lefebvre
Also Present: Golf Course Superintendent Scott Anthes, Museum Director Beth Lemke, Zoo Director Neil Anderson, Assistant Park Director Matt Kriese, Library Director Brian Simons, Library Financial Manager Lori Denault, news media and other interested parties.

Audio of this meeting is available by contacting the County Board Office at (920) 448-4015

I. Call to Order.

The meeting was called to order by Chair Van Dyck at 5:30 p.m.

Van Dyck provided best wishes to Supervisor Lefebvre for a speedy recovery.

II. Approve/Modify Agenda.

Motion made by Supervisor Gruszynski, seconded by Supervisor Ballard to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

III. Approve/Modify Minutes of April 27, 2017.

Motion made by Supervisor Gruszynski, seconded by Supervisor Ballard to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

IV. Discussion regarding starting meeting at 6 p.m. vs 5:30 p.m.

Ballard, Gruszynski to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Comments from the Public - None.

1. Review Minutes of:

- a. Neville Public Museum Governing Board (May 8, 2017).

Motion made by Supervisor Gruszynski, seconded by Supervisor Ballard to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Communications - None.

Golf Course

2. Golf Course Budget Status Financial Report for April 2017 - Unaudited.

Motion made by Supervisor Gruszynski, seconded by Supervisor Ballard to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

3. Superintendent's Report.

Anthes reported on the following:

Refer to handout: Rounds were slightly above than last year, but were open five days earlier this year. They are up roughly \$9,000. Cart revenue is slightly lower than last year due to the restriction of carts from weather. Steakhouse revenue is slightly higher. Supervisor Gruszynski inquired about last year's May. Anthes reported that they are roughly \$5,000 down in revenue but picked up near the end of the month.

Golf course is in great shape and all the greens were airified the 7th and 8th of April; it is coming up really nicely. They cleaned out the bunkers and adjusted the sand level if needed. They are planning on removing and replacing the service bridge, but are holding off. The scoreboard that was built in 2013 has been used, they are going to widen the ledge to stand on so they can use it more frequently. The front porch of the clubhouse and the shelter will all be re-stained this summer.

Tee Project Update – He got the plans back last week Wednesday, they shortened the golf course just under 700 yards. He spoke to the ladies and discussed moving the tee's around a little if they felt a hole was too short. Some of the holes will get 2 tee boxes and some won't get any. Anthes built in a couple options of stuff to potentially get done while the crews are there. They will discuss and see if that stuff will fall into the scope of what they want to do for costs. They've talked to purchasing; they've had the plans since Wednesday. That will be posted either the 5th or 6th. The bid proposal will have the results by the end of June and will go on the July board meeting. He will wait to email those plans.

The yardage change was a little lower than what they were anticipating, but there is a lot of wiggle room which helps. Shorter is probably better; they will be right in the realm with Oneida golf course at 49. He has not heard any concerns from the ladies as of now.

In regard to Hole 14 with the tee project, they had a couple different options and one of them is an alternate. He has talked to the architect and his price breakdown is a little high on that, there are some fees that won't be charged. Anthes is hoping that the breakdown will come in a little cheaper. That will be the biggest beef with them; it's about an 80-yard shot to get over constant wet, thick grass.

Events – The WSGA Two Man starts this Thursday through Sunday. The course is closed Thursday morning until 11, then will be opened back up to the public. Friday morning until noon will be shotgun for the WSGA and then they have tee times in the afternoon for the match play event that starts after that. Each match their tee time will be less starting with about a half hour on Saturday. Tee times will be less as they keep losing teams as they go on.

The UWGB boosters outing will be on June 9th. Los Bandito's on June 19th. Brown County Junior League starts on the 14th and sign-up is currently still open. The Brown County Men's Club Two Man is June 10-11th.

Van Dyck clarified that Anthes won't have the bid back prior to the June full board meeting on the 21st. Anthes informs that they are looking at the August time frame anyway, but to be safe he might be able to get another contractor to bid on. With the cost assessment they have, it is right in line with what they were bidding for. They will go ahead with it. If it doesn't start until August that is fine, but at least it will be in the books.

Supervisor Campbell arrived at 5:38 p.m.

Motion made by Supervisor Gruszynski, seconded by Supervisor Campbell to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Museum

4. **Museum Budget Status Financial Report for April 2017 - Unaudited.**

Commercial and photo sales were slightly behind but they had come up with a plan of some more customized pieces to promote. Probably for the 2018 budget you'll see the additional fee structure to offer more products to offset some of those costs.

Motion made by Supervisor Campbell, seconded by Supervisor Gruszynski to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

5. Director's Report.

Social Media success of the month was the announcement of the Little Free Library on the museum grounds. It was liked about 100 times and shared 15 times within the community. Lemke's had to refill it about 3 times already so it is being used, which is great.

Alice in Dairyland – It was very busy Saturday, May 13th. 33 of the present Alice's that have been through the program arrived and about 36 at the dinner. Amazing reunion to see the very first Alice be able to do an interview with WBAY as well as the creator of the program who is 95 years old. He was so animated and thrilled to be able to be there and talk to all the Alice's. They were concerned when they first took on the subject matter of Alice in Dairyland, it couldn't be just a chronology. It had to be its impact and what it meant to Wisconsin agriculture. A fourth-grade teacher whom is an Alice inquired about bringing her kids there. Next week Lisa and Ryan will do a special distance learning for Waupun's third, fourth, and fifth graders, specifically on Alice content.

Lemke sent out an email today to everybody about explorer Wednesdays. The June 7th Explorer Wednesday will be an open house for UW Extension. Each of their program area's will have different activities. Hopefully the weather will cooperate. Majority of it will be outside but they will be using the lobby and mezzanine. Everything will be open so the public can see all the different facets of the extension.

Another thing about Alice – *refer to handout* – this is the second page of the program because of the partnership with the finale committee. They ended up having 475 participants that night so everybody had the program. They also got special recognition for the sponsorship which was great for marketing.

Lemke inquired about is the visitor experience plan that was talked about last month. She asked what the board would like for recognition or acceptance of that plan. From the full board committee, it was clear to Lemke that each committee expects to see that full approval process with the projects. Lemke asks if the board would like her to bring a resolution for accepting the plan in July. At the last meeting, it was no action taken.

It is a good idea to bring that in at the next meeting. Let the board know the timing on the funds. Some things need to be put ahead of other things. The administration needs to be working on a proposal to bring forward to the board explaining prioritization.

Between this meeting and the last meeting, the request was for each department to fill out the capital improvement paperwork for admin, which is part of the budget process. Lemke had to call about which category should she be checking off and got some direction. According to her understanding, that was something that she initiated as a department to admin, so again the full scope of where it could be funded would fall into a bigger, larger plan. Supervisor Campbell included that they are going to be fundraising so that will have to be in the first part of the funding plan and make that a priority. They will fundraise for the endowment of the maintenance of the space. It will be put on the agenda for June as a review of the plan, then at that point they will have the resolution approving the plan. The funding piece will follow. Lemke will reach out to court council and see how the schedule is. The museum will get their budget amounts on June 27th.

The governing board is not meeting in June because Lemke will be off for vacation and will also miss the June county board meeting. It should not affect the process for anything.

Motion made by Supervisor Gruszynski, seconded by Supervisor Ballard to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

NEW Zoo**6. NEW Zoo Budget Status Financial Report for April 2017 - Unaudited.**

Motion made by Supervisor Campbell, seconded by Supervisor Gruszynski to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

7. Resolution Adopting the Northeastern Wisconsin ("NEW") ZOO & Adventure Park Master Plan and Strategic Plan 2017.

One thing he needs for accreditation is when the plans have been adopted. The accreditation will be coming up in June.

Motion made by Supervisor Campbell, seconded by Supervisor Ballard to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

8. Zoo Director's Report and Zoo Monthly Activity Reports.

In addition to his report in the agenda packet, Anderson added:

Zoo pass sales have really gone up. They have opened a digital membership which has just started recently. They can access their membership card from their smartphone and are able to renew online as well. They will see how this goes, but so far is working out nice.

Young female otter was shipped out to South Carolina, so they received a new female otter and is going well so far. The badger exhibit is waiting for the crawl tubes from China and those should be coming in the next few weeks.

The otter pump and the penguin pump are being installed tomorrow. Two weeks ago, they sedated the male lion because his eye was bulging. They checked him for infections and it appears he has a tumor behind the eyes. They will probably sedate him tomorrow and decide if they should euthanize him. A surgery would not be possible, but the doctor has been working with a doctor in the city. They have had this lion for about 10 years.

Motion made by Supervisor Campbell, seconded by Supervisor Gruszynski to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Park Management**9. Park Mgmt. Budget Status Financial Report for April 2017 – Unaudited.**

Attendance was very good throughout April. The weather was helpful. The adventure park revenue was nearly double compared to last year.

Motion made by Supervisor Gruszynski, seconded by Supervisor Ballard to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

9a. Budget Adjustment Request (17-44): Any increase in expense with an offsetting increase in revenue.

They have been working with the Green Bay chamber of commerce on their leadership team three for these bike repair stations. There will be eight bike repair stations throughout the county parks, fox river trail, and mountain bay trail. They will be able to fix seats, brakes, etc.

Motion made by Supervisor Gruszynski, seconded by Supervisor Ballard to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

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10. **Request for Approval – Fee Waiver request from Trout Unlimited for Reforestation Camp Pines Shelter, June 1st.**

Motion made by Supervisor Campbell, seconded by Supervisor Ballard to approve. Vote taken. Abstain: Gruszynski. MOTION CARRIED

11. **April 2017 Park Attendance and Field Staff Reports.**

Motion made by Supervisor Ballard, seconded by Supervisor Gruszynski to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

12. **Assistant Director's Report.**

In addition to the handouts:

Organization structure is working out very well. This is the first year that they have had full complimented seasonal staff and that is one bonus they've seen. The organization structure working in more of a broadcast type of system versus individual park areas. For instance, Bay Shore Park after the electrical project, it was a mess up until about two weeks ago. Historically they have never had large groups (10-12) working together on a project and that has been the case over the last week and a half. Everybody is working as a team and they are going to iron out some stuff that needs to be ironed out over the next year or two. Overall there are some very positive benefits.

Upcoming programs: Frog Hikes – All three are full. 60 people per program and those filled up within a week or two after offering them. They did about two new segments on those, but again it is just one of the more popular programs.

Bay Shore Campground - It is full for the weekend as well. The reservation system is continuing to pay benefits on that. They are seeing a lot more transient customer out there versus the locals. Some locals on the east side of the county don't want that because they are used to first come first serve. The park is now more open to the Midwest which is what they wanted. They are on track to exceed revenue from last year. The reservations are just for Bay Shore now and not the fairgrounds.

Another upcoming event is the Memorial Asian Festival at the fairgrounds. It will be reduced by about half because of the infield renovation. The grass is about 85% planted right now. They are expecting a decrease in revenue on the property this year. They are planning on putting some lights in as well. The field should be ready for the fair but they are planning a contingency just in case.

They have been working with Core Crafted designs on a logo update. *Refer to handout pictures.* The left picture was voted as the popular choice.

Motion made by Supervisor Campbell, seconded by Supervisor Gruszynski to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Library

13. **Library Budget Status Financial Report for April 2017 - Unaudited.**

Motion made by Supervisor Gruszynski, seconded by Supervisor Ballard to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

14. **Director's Report.**

Simons got some preliminary numbers back from Untitled Town and it was phenomenally successful. They expected about 2,000 participants and the numbers came in from about 5,000-6,000 participants.

There was a large poll taken at the largest event (12,000 people) at the KI. The question was asked if this was their first event they've attended of this kind and about 50% of the people raised their hand. About 15% of the people were from over 50 miles away. The furthest away was Detroit, Chicago area, and Arizona. A good number of hotel rooms were filled because of this event. The hopeful longer-term piece of that was that people came from out of the state which might make people see how great Green Bay area is.

Staff had put together once again the summer reading adventure which will be starting in just a few weeks. The great thing is that they have a massive participation plan from the Green Bay school district. They are using our summer reading program as a base curriculum for summer school for the reading portion for kids. There are a lot of kids that don't have the transportation ability to get to libraries, but they have school. Many of the schools are going to be open throughout the summer on certain days to act as a library. That was a fun partnership to put together. This is something they've never done on this scale before. The pilot went very well last summer, so they decided they should expand the program. They are working together to distribute prizes to the schools for the kids that can't get to the local library. Schools spend about a quarter of the school year getting kids back to the level of reading they were when they left school. If this program can help kids keep up their level of reading or even improve from when they left, it is all the better. They will finally be able to get local data from the schools because libraries don't have the ability to track. They will get good local data to show that summer reading is that important.

Motion made by Supervisor Gruszynski, seconded by Supervisor Ballard to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

15. Overview/Presentation of East Branch Feasibility Study.

This was added to the agenda to kind of set the bigger picture. Do they want to focus on finding a facility to rent, or a facility that exists to buy and renovate, or green space to build? At this point it would appear that unless things fall into place very quickly, the existing location lease will be extended for at least another year to buy some time.

Refer to PowerPoint (attached).

Presentation discussed possible sites and the pros and cons of each. East Branch needs to be updated and more modern and this discussed the best possible options to do that. Goal of this presentation is to find out what our direction is. Whether they want to build, renovate, or have an existing facility and renovate it.

The biggest issue with the East Town location is the access to the building. Potential possibility to fix this issue would be a new access road with the cooperation of Shopko and Brown County.

Biggest take away from this study was learning that whatever facility they find they have, they can make it work as long as the square footage is adequate. With a good design, they can do it within a reasonable monetary amount. What Simons likes about this particular firm is that they can build a great library with the budget that is presented to them. They will figure out what sacrifices to make depending on the budget they are given.

16. Discussion and direction and/or recommendation from Ed & Rec Committee to Library Board regarding funding for new East Branch Library:

- a. **Increase funding to support rent increase.**
- b. **Purchase and renovate.**
- c. **Purchase green space and build.**

Supervisor Van Dyck made a comment that renting or leasing gives some express challenges of having to increase the budget in order to do so. With the proposal that passed last week we have capital dollars to spend. Even if it is not through the proposal from last week it would be a logic situation based on the way that we bonded the county so it's a little bit of a different sell. He personally thinks that going down the

route of a rental is going to be a difficult sell. The other point is that when they started this process he was under the feeling that something existing and modifying that existing location is going to be more cost effective. He does not necessarily agree with the numbers and thinks they are a little steep. The elevator and the mezzanine will add about \$200,000 in the existing east branch. In Wrightstown, they are currently in the process of building a wellness center onto their high school and their bid is about \$125 a square foot. It would be \$200 per square foot furnished.

Supervisor Campbell thinks that to renovate and what they are looking at is why it is costly. The East Town Mall her concerns are the property itself and the transitions it's been through. She doesn't think it is a good idea to get into the mix over there. Campbell thinks the best bet is that they build their own.

Supervisor Gruszynski agrees with the East Town Mall to start. In the current location, pushing that 200,000 is not feasible with this board at all. He was a little surprised by the existing branch location price. It was better than what he thought it was going to come in at. He understands the lack of signage and identity of the East Branch location. For the people that move through the location there is plenty of identity for that location for the people that currently use it.

Simons added that the real benefit to keep the current location is that everybody already knows where it is. They can change the signage so new people can find it easier.

Supervisor Ballard includes that there are some other possibilities. He thinks the mall is not one. He brought up the idea of the collaboration with the Kroc Center. They've had previous discussions on it and the Center had to check with their home offices in Chicago.

Simons informed they were kicking around the idea of a location by Costco in Bellevue and looked at it briefly. It is not a real decent location for a library. The Kroc Center came back with that they were not capable on the center specifically to be able to do something like that. Everything on that premises must be run by the salvation center. They did say they had land about 15 acres next to that property. They said they would maybe be interested in that if it was more of a cultural campus, not just the library but also maybe a Boys and Girls Club or other nonprofit. With that said that was when they were told they had to check with the Chicago office and they have not heard back from them.

Supervisor Van Dyck could update that since then he did have conversations with the lady in charge there and she seemed to be upbeat about some kind of collaboration. She went back to her reports to see if there was any desire or interest in having a further conversation. She finally emailed about a month ago and said there was some interest in having a conversation. He spoke with Supervisor Campbell about getting together so the ball is kind of back in our court. It's easier to converse when we have something to bring to the table. It is a definite possibility. He would say it is not off the table. They have not discussed whether they were looking to sell or attaching the facilities.

Supervisor Campbell is leaning toward building our own facility. She said the property next to the Kroc Center would help them with nonprofits and help us with getting more people into the library through those nonprofits. We would have the cost of what we would be building and we could set it how we want to. She thinks we should go for it.

Supervisor Gruszynski understood the Kroc Center was a fit for the library and what was being laid out, however, the neighborhoods that were being served currently by the East Branch, he had some concerns about that location compared to where it was currently. Van Dyck didn't know that anyone was asking to eliminate the existing East Branch location, Campbell interjected to keep it on the table. Van Dyck felt the motion was to support Option B, purchase and renovate, not specifically to that building and/or a purchase green space and build. Gruszynski was happy to keep the existing location on the table and look at the Kroc Center or some version of it, but he didn't want to somewhere down the road look at the same studies as they had been mulling this over for almost 2-years now. This current study costed the Library Foundation money. Campbell stated the trigger was that they had the funding source when they didn't have it before.

Van Dyck added the money made the effort to move something forward easier now verses before. Ballard stated that when they made the final decision, there were going to be a lot of factors, location was one of them, the cost per square foot, etc.

Motion made by Supervisor Campbell, seconded by Supervisor Ballard to support a recommendation back to the Library Board to continue to pursue either/or of those options. Vote taken. MOTION CARRIED UNANIMOUSLY

17. **Resch Centre/Arena/Shopko Hall – Complex Attendance for the Brown County Veterans Memorial Complex for April 2017.**

Motion made by Supervisor Gruszynski, seconded by Supervisor Campbell to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Other

18. **Audit of bills.**

Motion made by Supervisor Campbell, seconded by Supervisor Gruszynski to pay the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

19. **Such other matters as authorized by law.**

20. **Adjourn.**

Motion made by Supervisor Ballard, seconded by Supervisor Gruszynski to adjourn at 7:18 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Alicia A. Loehlein
Recording Secretary

Chelsea Kurzinski
Transcriptionist

PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A regular meeting of the Brown County Library Board was held on April 20, 2017 at 5:15 p.m. at the Brown County Central Library, 515 Pine Street, downtown Green Bay, WI

PRESENT: MARISSA MELI, KAYLA JACOBSON, DAVID RUNNING, JOHN VAN DYCK, JOHN VANDER LEEST and CHRISTOPHER WAGNER

EXCUSED: BOB NIELSEN

ALSO PRESENT: Brian Simons, Curt Beyler, Lori, Denault, Sue Lagerman, and Emily Rogers (staff); Jane Dederling, David Lang, Erika Frederickson (HGA); Paul Ballard, Troy Streckenbach (Brown County); Ben Krumholz (WLUK, Fox 11); Bobbie Kuehn (East Branch staff); Eric Jandrain, Garrit Bader, and Jonathan Van Camp (Concept Loft); Bill Meindl (GB Development News); Amanda Beerntsen, Kathleen Masse, Carrie Masse, Kathryn Daley, Jackie Bond, Nathan Jeske, and Kathy Pletcher.

I. CALL TO ORDER Secretary Chris Wagner called the meeting to order at 5:15 p.m.

II. APPROVE AGENDA AND MINUTES

There were no changes to the agenda or minutes. **Motion** by Vander Leest, seconded by Running, to approve the agenda and minutes. **Motion carried.**

III. COMMUNICATIONS AND OPEN FORUM FOR THE PUBLIC Introduction of new board member.

Jackie Bond and Kathryn Daley voiced their opposition of the recent reassignment of some children's librarians (specifically Kress staff), stating that they have developed relationships in the community moving them is losing an asset. Carrie Masse expressed her support for keeping the librarians where they are and not moving them. Kathleen Masse noted her upset and believes they are doing a good job where they are and should not be moved.

IV. PRESENTATION BY HGA ON EAST BRANCH FEASIBILITY STUDY

Jane Dederling and David Lang presented the findings of the East Branch Feasibility Study including options for a future East Branch. With the recent sale of the UW-Extension Building, this option was only briefly addressed. They discussed the process of assessment of the buildings, evaluating the sites, and verifying the programs that have to be accommodated. The presentation included conceptual drawings and cost estimates. Read the full report online: <http://www.browncountylibrary.org/about-the-library/library-reports/>

Discussion took place about the library's future identity and responding to the needs of younger generations. How will the library respond to trends? How will the library attract new learners? **Motion** by Van Dyck, seconded by Running, to open the floor for public comment. **Motion carried.** Cantina Bacelis, an East Branch Library patron commented on the Hispanic community in the neighborhood and suggested that the library be tuned to this culture through bilingual signage as an example. Wagner suggested considering smaller spaces for a business environment. All agreed that access to daylight, horizontal surfaces, power access, transportation, being pedestrian friendly and opportunities for programming are key consideration in the decision-making process. **Motion** by Vander Leest, seconded by Van Dyck to return to regular order. **Motion carried.**

Vander Leest would like the board to have time to review and tour the facilities. Details can be discussed at the June meeting. It is important to understand the options and related budget impact. Simons commented that added personnel costs were not expected but if needed, would be minimal. Operational costs, however, would increase due to additional space but efficiencies would be utilized whenever possible. The current East Branch lease expires February 2018. At one time, the managing agent was open to one-year extension. This would have to be readdressed. Vander Leest suggested that decision be made on leasing or purchasing the current east Branch and perhaps the board could seek the assistance of Corporation Counsel in writing an offer to purchase. Running questioned the condition of the current East Branch roof. Its service life is about over and maybe this could be part of the sale negotiation. Wagner commented, in terms of the cost of these projects, that there is less to do with the mall space in terms of a floor plan and some sections could be phased. The current location has less demolition than the other two.

Motion by Vander Leest, seconded by Running, to schedule tours of the facilities and to receive the report digitally. **Motion carried.**

V. PRESENTATION BY POTENTIAL TENANT TO DISCUSS LEASE TERMS OF CENTRAL LIBRARY THIRD FLOOR Part co-worker space, part incubator, Concept Loft would utilize ~ 4400 sq. ft. on the third floor of the Central Library, wrapping around the space Proto occupies. The Board discussed the terms of the presented lease. Garrit Bader, Eric Jandrain, and Jonathan Van Camp (tenants) answered questions asked by the Board. The library is a cultural hub with appealing assets (like the renovated auditorium). This

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entrepreneur incubator educational center will complement the library as its clients will develop business skills while developing a business. This venue will provide office space and classes related to a business start-up.

Build out costs and a timeline were discussed. Vander Leest asked what assurances were that it would get done. The tenants replied that they have business model that works and they are committed to doing this the right way. They are passionate about being part of the community,

The County Executive is on board with this as it fits the county's and library's strategic plan tenet of economic development. As presented, the lease, needing only executive approval, has a three-year term (no changes) with two option periods to extend the term for one year each. Rent would become part of the library's funds.

Van Dyck is interested in being able to negotiate the last two years. He feels the terms are fair because of significant buildout. Vander Leest prefers small increases during those two years.

For clarification, Proto is seen as a great partner in this scenario, sub-tenants are tenants of Concept Loft, not the library. Streckenbach commented that the library has rights, per the agreement, with the tenant. Van Dyck asked if there was opposition to modifications to the lease. Bader replied they would consider suggested modifications. They are anxious to go public with their business plan and are seeking some degree of approval.

Motion by Vander Leest to build in a 2.5% rent increase in years 4 and 5 as part of the lease. (2.5% in year 4 and another 2.5% in year 5). The tenant is not asking for dollars for the build out. Van Dyck suggested up to a 2% increase in years 4 and 5 at the discretion of the Library Board. Vander Leest amended his motion to reflect Van Dyck's modification and the motion was seconded by Van Dyck. Wagner disagreed with increasing the rent in option years 4 and 5 because of the investment in the buildout by the tenants. **Motion carried with one vote against.**

Suggestions for language changes were made. Motion by Van Dyck, seconded by Vander Leest to open the floor for public comment. **Motion carried.** Bill Meindl chastised the board for, "talking the deal to death." He noted that the three before the board are responsible business partners. He commented that the board has a business opportunity before them and they should, "go for it." **Motion** by Van Dyck, seconded by Vander Leest to close the floor. **Motion carried.**

Meli suggested to seek advice from Corp. Counsel and write in language to better define clientele and tweak language to prevent political parties and candidates from being sub-tenants in Section 7. "Entrepreneurs"

Motion by Vander Leest, seconded by Van Dyck, to approve amended lease and to forward language to Corp Counsel to incorporate mutually agreeable language. **Motion carried unanimously.**

VI. LIBRARY BUSINESS

A. Financial Manager's Report, Bills and Donations

March financials were distributed. Fines and fees still declining. **Motion** by Vander Leest, seconded by Running, to approve the financial report ending 3/31/2017 and the February and March donations as follows:

**Brown County Library
Gifts, Grants & Donations Report
February 2017**

Gifts & Donations

02/01/17	James & June Stern - In Memory of Terry Erskine	10.00	Adult Materials
02/01/17	Patricia Binish Estate	3,000.00	Children's Services
02/01/17	Chapter N PEO Sisterhood - In Memory of Rita M. Jarvis	54.00	Adult Materials
02/08/17	Lorelei & Doug Starck - In Memory of Margaret Aebischer	25.00	Children's Picture Books
02/15/17	Greater Green Bay YMCA	275.47	US Bank Eve
02/15/17	Friends of the Brown County Library	75.39	Every Child Ready to Read
02/22/17	Local History & Genealogy Participants	587.63	Local History & Genealogy
02/22/17	Shopko Foundation	360.00	Celebrate Libraries
02/22/17	Beth Wickwire - In Memory of Alana Sample	100.00	Adult Materials
02/01/17	Ashwaubenon	56.13	Donation Box
02/01/17	Bookmobile	5.25	Donation Box

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02/01/17	East	22.57	Donation Box
02/01/17	Weyers/Hilliard	62.81	Donation Box
02/01/17	Customer Service	50.37	Donation Box
02/01/17	Kress	10.28	Donation Box
02/01/17	Pulaski	13.50	Donation Box
02/01/17	Southwest	9.77	Donation Box
02/01/17	Wrightstown		Donation Box
	Total Donations	\$ 4,718.17	

Federal & State Grants

2/28/2017	Nicolet Federated Library System	\$ 105.91	Collection Development
2/28/2017	Nicolet Federated Library System	2,916.24	Continuing Education
	Total Grants	\$ 3,022.15	

**Brown County Library
Gifts, Grants & Donations Report
March 2017**

Gifts & Donations

03/01/17	L. Jorgensen	3.50	Local History & Genealogy
03/01/17	Local History & Genealogy Participants	347.00	Local History & Genealogy
03/01/17	Steve & Ruthann Reynen - In Memory of Daniel Ritter	50.00	Adult Non-Fiction
03/08/17	Susan Chapel Conlon	300.00	Kress Summer Reading
03/08/17	Local History & Genealogy Participants	86.00	Local History & Genealogy
03/08/17	Jean Grove	115.99	Kress Children's Materials
03/08/17	Friends of the Brown County Library	20,200.00	UntitledTown Author Festival
03/15/17	Anita Sevcik	25.00	Youth Services Programming
03/22/17	Peggy Shannon	28.00	Local History & Genealogy
03/22/17	Richard Behrendt	100.00	Local History & Genealogy
03/22/17	Ashwaubenon Lioness Club	400.00	Ashwaubenon Furniture
03/29/17	Local History & Genealogy Participants	164.00	Local History & Genealogy
03/29/17	Friends of the Brown County Library	5,070.00	Programming & Supplies
03/29/17	Stacks & Steeples	471.16	Concession sales
03/01/17	Ashwaubenon	30.98	Donation Box
03/01/17	Bookmobile		Donation Box
03/01/17	East	44.60	Donation Box
03/01/17	Weyers/Hilliard	66.37	Donation Box
03/01/17	Customer Service	28.37	Donation Box
03/01/17	Kress	12.78	Donation Box
03/01/17	Pulaski	10.75	Donation Box
03/01/17	Southwest	15.54	Donation Box
03/01/17	Wrightstown		Donation Box
	Total Donations	\$ 27,570.04	

Federal & State Grants

3/23/2017	Universal Service Administrative Company (USAC)	\$ 7,200.00	E-Rate
3/31/2017	Nicolet Federated Library System	2,318.96	Collection Development
3/31/2017	Nicolet Federated Library System	83.76	Continuing Education
	Total Grants	\$ 9,602.72	

Motion carried.

B. Approve Budget Adjustment for Projects to be funded by Fund Balance

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Denault explained the project detail. Proposed projects total \$119,611 from available fund balance of \$259,580. This leaves a balance of \$139,969. Donations typically carry over. Motion by Van Dyck, seconded by Vander Leest to approve the budget adjustment for projects to be funded using the fund balance. Motion carried.

VII. APPROVE NAMING RIGHTS OF FACILITIES POLICY This policy was updated to reflect language change requested at February meeting. Motion by Vander Leest, seconded by Running, to approve the Naming Rights of Facilities Policy. Motion carried.

VIII. APPROVE NFLS MEMBER LIBRARY AGREEMENT This is procedural to approve the agreement that states Brown County Library agrees to participate in the Nicolet Federated Library System. Motion by Vander Leest, seconded by Jacobson, to approve the NFLS Member library agreement. Motion carried.

IX. FACILITIES

A. Facilities Manager's Report Beyler reported that bids for landscaping at the Southwest Branch are being sought. Interviews are taking place for a housekeeper – the challenge is to find a qualified person that is the right fit. Van Dyck inquired about finding qualified hires in general. Rogers and Beyler stated that it's become increasingly difficult. Motion by Van Dyck, seconded by Running, to receive and place on file. Motion carried.

B. Discuss Potential Donation for Central Library Media Lab A conversation Simons had with Craig Dickman (Breakthrough Fuel) led to talks about a media lab, and if the library would be interested in having one. Madison PL has a fully equipped media lab and Breakthrough Fuel funded a similar lab at UWGB. If the Library Board is interested in pursuing a media lab, Dickman is interested in discussing funding. Simons would like to have Library Board support in advancing this idea. The lab could be located on the Central Library's second floor and would be a wonderful addition to BCL. Future costs would be software and updates. Motion by Vander Leest, seconded by Jacobson, to approve concept of media lab and donation from Dickman. Motion carried.

X. PRESIDENT'S REPORT

A. Discussion and possible action on honoring Mike Aubinger Meli thanked the Board for their patience and for helping her learn as she adjusts to the role of President. She feels strongly that the board should honor Mike Aubinger in some way. Ideas included re-dedicating the Ashwaubenon Branch to Mike Aubinger. Vander Leest mentioned, at one time, Mike wanted to improve the existing branch and maybe the board should contact the village for their input and possible participation. Simons offered to reach out to the Village of Ashwaubenon. Van Dyck cautioned about potential conflict with this idea as Mike was adamant that the East Branch remain a priority. There was also concern about boxing the branch in and how this could affect potential future donors. Wagner warned about being careful and not letting emotions rule. Van Dyck suggested a display or programming that highlights Aubinger's career and impact on the community.

XI. LIBRARY DIRECTOR'S REPORT

Simons reported on the Youth Service Librarians move. Restructuring Youth Services was precipitated by a retirement. Six are being moved because the new locations are growth areas for them with better situations to grow professionally. The library wants to grow quality employees. Running asked why the public showed up for this meeting. Simons replied that people get connected to the library staff that they see very often. However, the points made tonight about children and their connection to those employees implies that no other librarian can do the same job. Simons believes the attachment issues exhibited will become inconsequential over time. Children will adapt and so will the librarians. The library's community is the whole county and networks/connections should be shared. This move is what is best for the organization. Wagner asked how one retirement precipitates six moves. Simons explained that it's like a chain reaction – one branch manager doesn't do children's programs; another staff member at the branch is on maternity leave; and there are some personnel issues that make the moves appropriate and advantageous. The Board agreed that further discussion of this topic be done in closed session.

UntitledTown Book and Author Festival planning is going well! Tickets for authors Margaret Atwood and Sherman Alexie are all but sold out. There will be over 80 authors and 100 events.

The Friends of the Brown County Library will hold their annual meeting on Saturday.

The Admin team is exploring ways to standardize and streamline hours at all locations beginning in 2018.

Motion by Vander Leest, seconded by Van Dyck to receive place the Director's report on file. Motion carried.

CLOSED SESSION

XII. Open Session: Discussion and possible motion to convene in closed session. Motion by Vander Leest, seconded by Van Dyck to go into closed session. Roll call vote: Aye: Meli, Van Dyck, Running, Vander Leest, Jacobson, Wagner; Nay: None. Motion carried.

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XIII. Closed session pursuant to Wis. Stat. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – staff compensation and performance evaluation of director.

XIV. Reconvene in Open Session: Approve any action that may have been recommended in Closed Session Motion by Van Dyck, seconded by Wagner to reconvene in open session. Roll call vote: Aye: Meli, Van Dyck, Running, Vander Leest, Jacobson, Wagner; Nay: None. **Motion carried.** The Board will reconvene in closed session Tuesday, April 25, 2017 at 5:30 p.m.

XV. OLD BUSINESS None.

XVI. SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW

XVII. ADJOURNMENT

Motion by Van Dyck, seconded by Wagner, to adjourn the meeting. **Motion carried.**

The meeting adjourned at 9:55 p.m.

NEXT REGULAR MEETING

March 16, 2017

Central Library

5:15 p.m.

Respectfully submitted,
Dr. Christopher Wagner, Library Board Secretary
Sue Lagerman, Recording Secretary

PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A special meeting of the Brown County Library Board was held on April 25, 2017 at 5:30 p.m. at the Brown County Central Library, 515 Pine Street, downtown Green Bay, WI

PRESENT: MARISSA MELI, JOHN VAN DYCK, KAYLA JACOBSON, YING LACOURT, DAVID RUNNING, and JOHN VANDER LEEST

EXCUSED: BOB NIELSEN, STEVE TERRIEN, and CHRIS WAGNER

ALSO PRESENT: Brian Simons and Nathan Jeske

1. CALL TO ORDER President Meli called the meeting to order at 5:47 p.m.

2. APPROVE AGENDA Motion by Van Dyck, seconded by Running, to approve the agenda. Motion carried.

CLOSED SESSION

3. Open Session: Discussion and possible motion to convene in closed session Motion by Running, seconded by Vander Leest, to convene in closed session. Roll Call Vote: Aye: La Court, Running, Van Dyck, Jacobson, Vander Leest, Meli; Nay: None. Motion carried unanimously.

4. Closed session pursuant to Wis. Stat. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – staff compensation and performance evaluation of director

5. Reconvene in Open Session: Approve any action that may have been recommended in Closed Session Motion by Van Dyck, seconded by Jacobson, to convene in closed session. Roll Call Vote: Aye: La Court, Running, Van Dyck, Jacobson, Vander Leest, Meli; Nay: None. Motion carried unanimously.

6. Such Other Matters as are authorized by Law

7. Adjournment Motion by Van Dyck, seconded by Vander Leest to adjourn the meeting. Motion carried.

The meeting adjourned at 8:35 p.m.

NEXT REGULAR MEETING

June 8, 2017
Central Library
5:15 p.m.

Respectfully submitted,
Dr. Christopher Wagner, Library Board Secretary
Sue Lagerman, Recording Secretary

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(Unaudited)

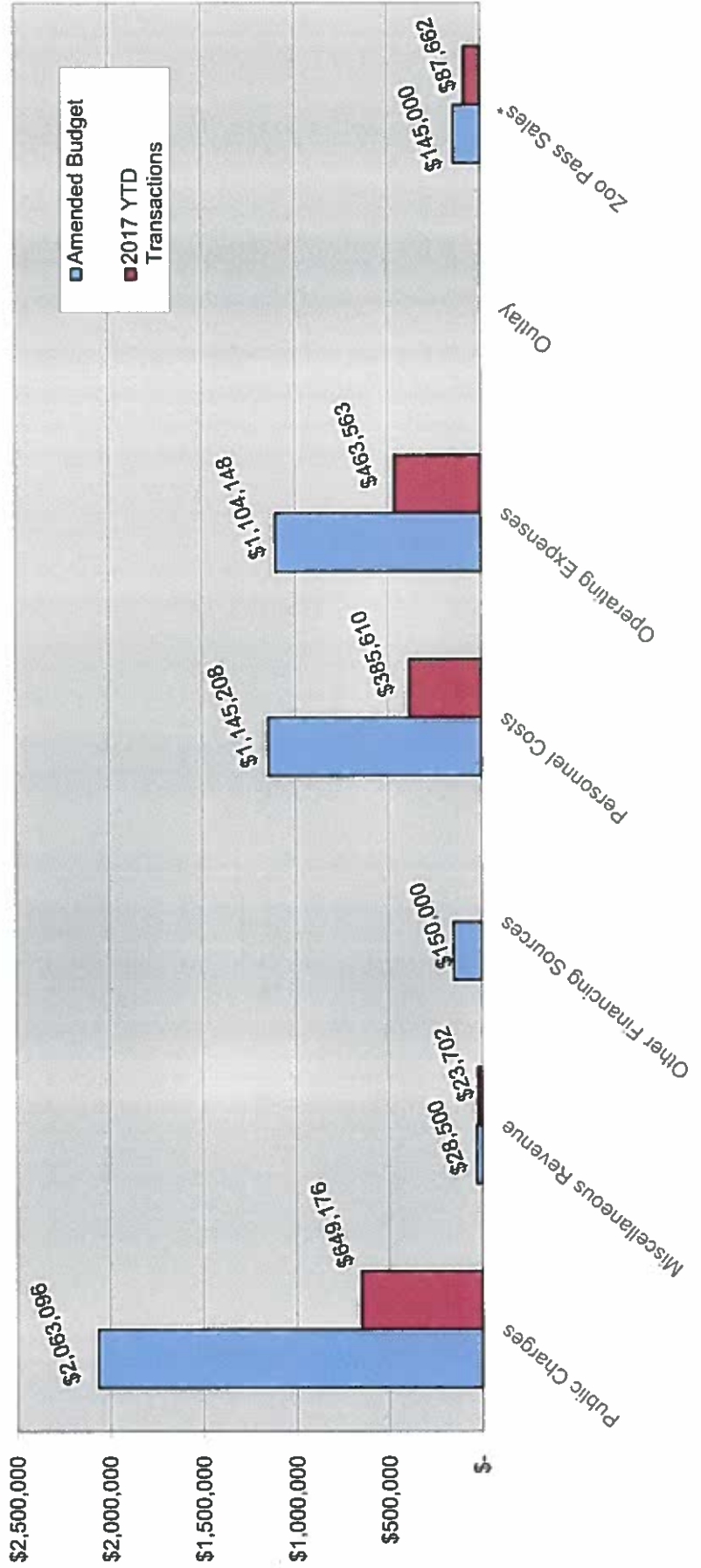
2017

	Amended Budget	2017 YTD Transactions	Percent of Budget	2016 YTD Transactions	2015 YTD Transactions	2014 YTD Transactions
Public Charges	\$ 2,063,096	\$ 649,176	31.5%	\$ 492,025	\$ 514,582	\$ 464,078
Miscellaneous Revenue	\$ 28,500	\$ 23,702	83.2%	\$ 6,921	\$ 4,620	\$ 3,209
Other Financing Sources	\$ 150,000	\$ -	0.0%	\$ -	\$ -	\$ -
Personnel Costs	\$ 1,145,208	\$ 385,610	33.7%	\$ 357,833	\$ 374,575	\$ 366,149
Operating Expenses	\$ 1,104,148	\$ 463,563	42.0%	\$ 430,692	\$ 390,768	\$ 400,461
Outlay	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -
Zoo Pass Sales*	\$ 145,000	\$ 87,662	60.5%	\$ 75,615	\$ 69,707	\$ 69,015
Zoo Attendance		67,567		65,052	64,427	59,820

Revenues: Public charges are up significantly from previous 3 years due to increase in attendance and admission fees. Also increase in # of Zoo Pass Sales.
 Expenses: Personnel costs are up from 2016 with new staff member (Acct. Clerk). Operating Expenses are up with AZA Accreditation Prep and several repairs to equipment, pumps etc.

*Zoo Pass Sales have been included in Public Charges ~ used for comparison only

NEW Zoo 05/31/2017



ZOO MONTHLY ACTIVITY REPORT
For June 2017

Agenda items:

1. Zoo Director Report
 - Curator report
 - Operations report
 - Education/Volunteer report
 - Maintenance Report
 - Director updates

Animal Collection Report May 2017

A 4 year old male African penguin was transferred to the NEW Zoo from the Little Rock Zoo on 5/2/17. Gilligan was identified by the SSP for the species as a good genetic match for resident female Doodle. Because penguins are very social animals and Gilligan had been through very thorough pre-shipment veterinary testing, we moved Doodle to the Cornerstone Animal Hospital to accompany her new mate through his quarantine period. Although Gilligan was hesitant to leave his kennel when he first arrived here, he seemed much more comfortable with the situation the moment he laid eyes on Doodle. The two are bonding well and are already sharing a kennel.

A young female North American river otter was also transferred to the NEW Zoo this month. One year old Leia arrived from the Buffalo Zoo on 5/4/17. After a brief quarantine period, she was recently moved to the otter exhibit to join resident male Skokie. The two are coexisting well but are not yet good friends. So far they are both using caution and are keeping some distance from each other. Although otters are solitary in the wild, they can be quite social in a captive setting. We expect the relationship to advance soon. This pair does have a breeding recommendation from the North American river otter SSP.

Suamico (frequently referred to as "Mico"), a young river otter born here in 2016, has moved to her new home at Brookgreen Gardens in South Carolina where she joins a young male in a beautiful exhibit. Brookgreen Gardens is known for their botanical and sculpture collection and also includes an AZA accredited Zoo featuring native species.

A brother and sister pair of red-rumped agoutis arrived at the NEW Zoo from Omaha's Henry Doorly Zoo on 5/18/17. Agoutis are South American rodents who look a bit like large, long-legged guinea pigs. In the wild, they live in pairs or small family groups in open forest habitats. Their claim to fame is being the only mammal capable of opening the husk of a brazil nut. The animals are currently under quarantine in the Cornerstone Animal Hospital. Renovations to the former prairie dog exhibit are in the works to accommodate the agoutis (the prairie dogs will be relocated to the new prairie grasslands badger/prairie dog exhibit when it is complete. Construction is currently in progress).

We are very sad to report that male African lion, Shambe, was humanely euthanized on 5/26/17. He was born in 2005 at the Lee Richardson Zoo in Kansas and arrived at the NEW Zoo in 2007 – before his majestic mane had fully developed. During his time here, he was an attentive father and helped raise 5 cubs who are now living at other AZA Zoos across the Country. Shambe was in apparent good health until he developed an eye infection in April. When the infection did not respond significantly to treatment, we suspected that there might be a more serious underlying issue. A full physical exam and blood analysis did not identify a definitive cause for his condition. He soon began showing seemingly unrelated symptoms and his overall health declined rapidly. The Veterinarian and Zoo Staff (including his Keepers) made the decision to euthanize before his condition worsened. Although laboratory histology results are not yet available, the necropsy revealed what appeared to be widespread, aggressive cancer throughout his entire body. Female lion Ajia was given the chance to see and smell him after the euthanasia and seems to have accepted the situation. Zookeepers are giving her extra attention and she has been interacting with visitors at the exhibit windows. Although we hope to bring a lion companion in soon, it is good to see that she is taking advantage of the opportunity to socialize with human friends.

NEW ZOO

Brown County



4418 REFORESTATION ROAD
GREEN BAY, WISCONSIN 54313

ANGELA KAWSKI-KROENING

PHONE (920) 662- 2405
E-MAIL KAWSKI_AJ@CO BROWN WI US

EDUCATION & VOLUNTEER PROGRAMS COORDINATOR

NEW Zoo & Adventure Park EDUCATION & VOLUNTEER PROGRAMS REPORT MAY 2017

Volunteer Hours

2017 Hours	Opportunity	2016 Hours
15	Education Program	--
201.5	Giraffe Stand	196.00
150	Horticulture	118.50
30.25	Husbandry	79.75
--	Mayan Restaurant	2.00
92.5	Office Help	29.50
136	Special Events	233.00
26.25	Special Projects	78.75
4	Visitor Center	8.00
--	Zoo Watch	18.25
655.5	Total Hours	763.75
473.25	Intern Hours	629.25

Off-Site Programs (Zoomobiles)

- Seven (7) different off-site programs, versus 7 programs last year.
- Approx. 550 people served/educated during these programs vs approx 600 served last year
Total = \$1,083 (versus \$1,130 in 2016)

On-Site Programs

- Total of 36 different programs/bookings in 2016 compared to 30 programs in 2016
- Approximately 1,390* people served/educated during these programs vs 1,100 in 2016
Total = over \$3,433* (vs. approx. \$2,400 in 2016)
(not all payments for May programs have yet come in; so these numbers are tentative)

Miscellaneous/Things to Mention

- Very busy with Sweet Safari event preparations and follow-up after the event
 - Hosted 2nd Sweet Safari on May 12th, in partnership with Howard-Suamico Education Foundation and District reps
 - 759 people attended event; raised over \$7,000 with ticket sales alone; additional dollars also raised through sponsorships; final number is forthcoming
- Summer Interns started for the season; completed a four-day training for them the week of May 22nd
- Began all "summer programming" for visitors on Memorial Day weekend – FREE exhibit chats and amphitheater presentations

NEW ZOO

Brown County

Updated Volunteer #'s



4418 REFORESTATION ROAD
GREEN BAY, WISCONSIN 54313

ANGELA KAWSKI-KROENING

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E-MAIL KAWSKI_AJ@CO.BROWN.WI.US

EDUCATION & VOLUNTEER PROGRAMS COORDINATOR

NEW Zoo & Adventure Park
EDUCATION AND VOLUNTEER PROGRAMS REPORT
APRIL 2017

Volunteer Hours

2017 Hours	Opportunity	2016 Hours
186.4	Education Program	7.25
186.5	Giraffe Stand	149.75
27	Horticulture	58.5
24	Husbandry	97.25
--	Mayan	4
56	Office Help	40.5
477.5	Special Events	201.5
55	Special Projects	30.25
7.5	Visitor Center	--
25.25	Zoo Watch	7.5
858.75	Total Vol Hours	596.5
282.5	Total Intern Hours	333.5

Off-Site Programs (Zoomobiles)

1 Private Party: \$150
Total = \$325 (versus \$537 in 2016)

1 Meet & Greet Festival: \$175
approximately 125 people reached/ educated

On-Site Programs

7 Badge in a Day programs: \$317
4 Zoo Class Programs: \$422
Total = \$1,665 (versus \$2,620 in 2016)

3 Wild Encounter Programs: \$281
1 Zoo Snooze Overnight: \$645
approximately 316 people educated

Birthday Parties

6 Birthday or other Party Packages: \$1,600
Total = \$1,600 (versus \$365 in 2016)

approximately 114 people educated

Special Projects/Things to Note

- Last year in April, Edu Dept had just taken over Birthday Parties; this year, they were already in "full-swing," with constant inquiries coming through for spring and summer bookings
- Continued bookings for summer zoo camps, as well as for spring field trip programs and Zoomobiles
- Extremely busy with special event needs, Party for the Planet, EggStravaganZoo, and prepping for May events, including the Sweet Safari and Mother's Day

NEW Zoo Operations Report: May 2017

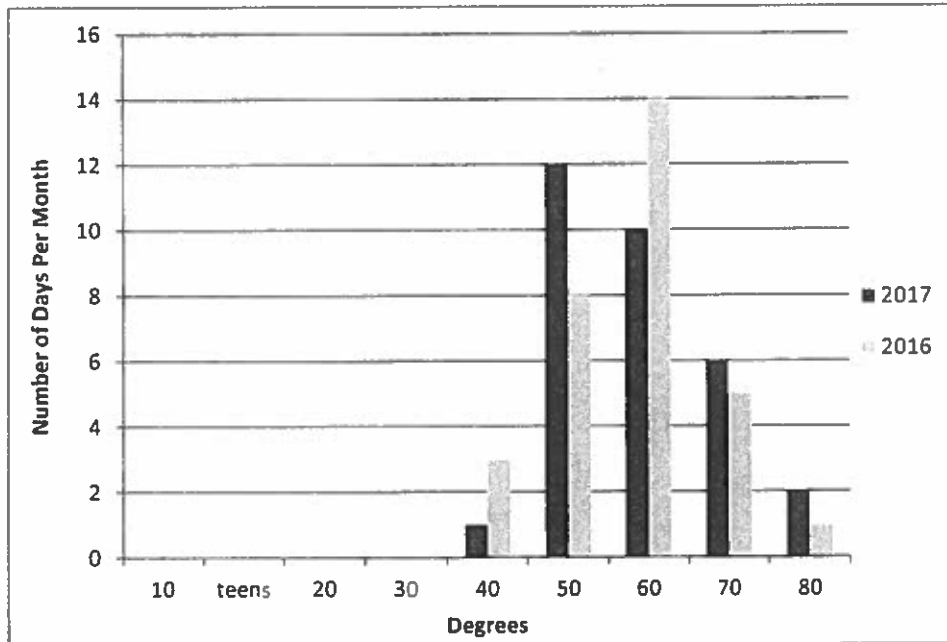
Noteworthy:

Average Temperature recorded at the zoo during May 2017 = 63 °F

1 in the 40's, 12 in the 50's, 10 in the 60's, 6 on the 70's, 2 in the 80's

Average Temperature recorded at the zoo during May 2016 = 62 °F

3 in the 40's, 8 in the 50's, 14 in the 60's, 5 in the 70's, and 1 in the 80's



Lowest temperature for period in May 2017: 49 °F Highest Temp: 80 °F

Lowest temperature for period in May 2016: 42 °F Highest Temp: 80 °F

May 2016

- 31,401 visited the Zoo this May compared to 36,057 Zoo visitors in May 2016
- We had 4,951 visitors on Mother's Day this year compared to 5,108 visitors on Mother's Day in 2016, it was mid 60's and sunny both years
- Zoo Admissions Revenue: \$164,889.50 this year, \$158,909.50 last year (+\$5,980)
- Gift Shop Sales: \$48,797 this May compared to \$48,794 in May 2016
- Mayan Sales: \$31,093 this May compared to \$44,408 in May 2016
- Overall Per Caps in May of this year were \$5.25 compared to \$4.41 in May of 2016
- Per Caps in the Mayan were \$.99 this May compared to last May's \$1.35. We are under last year to date's sales in the Mayan by \$9,375
- Per Caps in the Gift Shop were \$1.55 this May compared to last May's \$1.35.

Gift Shop, Mayan and Admissions Revenue Monthly Revenue May

Day	Date	Gift Shop	Concessions	Zoo Admissions	Adventure	Vending	Zoo Pass	Education Donator	Cons. Fund	Special Event	Attend.	Temp	Leathe
Mon	1	38.55	34.68	138.00	#REF!	14.99	380.00	580.00	-	-	26	53	3
Tue	2	120.62	80.78	246.00	#REF!	177.95	-	42.00	-	-	44	51	2
Wed	3	1,069.83	278.13	1,659.00	#REF!	284.03	700.00	150.00	1.09	-	379	58	1
Thu	4	609.66	634.26	1,929.00	#REF!	230.99	821.00	57.00	1.08	-	366	55	2
Fri	5	807.69	916.71	2,478.00	#REF!	410.04	2,256.00	215.00	6.21	20.00	549	59	1
Sat	6	3,200.16	2,022.61	8,961.00	#REF!	1,093.98	1,260.00	-	9.15	-	1696	53	2
Sun	7	1,830.42	1,520.07	7,857.00	#REF!	877.39	1,600.00	131.00	6.69	20.00	1476	59	1
Mon	8	338.38	15.02	1,593.00	#REF!	112.02	895.00	230.00	2.00	-	301	58	1
Tue	9	523.28	486.97	1,578.00	#REF!	252.03	705.00	88.00	5.82	-	298	57	2
Wed	10	540.49	497.42	2,208.00	#REF!	1,611.09	650.00	603.00	1.24	-	438	70	2
Thu	11	1,075.49	503.75	1,647.00	#REF!	388.02	370.00	140.00	2.97	30.00	349	70	1
Fri	12	1,085.53	1,003.10	2,520.00	#REF!	381.03	2,985.00	-	32.47	3,628.00	929	70	1
Sat	13	3,349.10	2,484.54	11,016.00	#REF!	1,224.02	1,225.00	-	6.63	-	2038	65	1
Sun	14	6,647.91	4,337.80	17,721.00	#REF!	1,420.18	1,590.00	-	63.46	-	4951	65	1
Mon	15	1,143.70	931.57	4,164.00	#REF!	3,457.01	947.00	259.00	5.37	-	838	65	1
Tue	16	1,400.93	680.16	3,682.50	#REF!	425.51	255.00	146.00	8.95	1,320.00	717	80	2
Wed	17	2,299.35	475.60	2,493.00	#REF!	455.46	645.00	323.00	15.48	-	465	80	1
Thu	18	1,735.36	360.61	5,838.00	#REF!	283.01	475.00	346.00	10.68	-	828	62	2
Fri	19	1,981.18	948.20	7,336.50	#REF!	1,393.31	915.00	496.00	12.70	-	1213	52	2
Sat	20	932.35	582.02	2,358.00	#REF!	253.96	256.00	-	4.00	-	451	54	3
Sun	21	1,206.79	1,010.23	4,305.00	#REF!	516.56	502.00	-	1.57	-	836	62	2
Mon	22	487.17	375.95	5,597.00	#REF!	240.99	1,250.00	76.00	1.09	-	763	65	2
Tue	23	804.96	420.04	2,706.00	#REF!	495.19	325.00	106.00	1.28	-	425	49	2
Wed	24	1,199.73	439.80	3,363.00	#REF!	261.74	975.00	-	0.19	-	518	54	2
Thu	25	2,037.33	602.35	6,882.00	#REF!	645.94	1,055.00	26.00	6.53	-	1104	70	1
Fri	26	2,025.95	969.22	7,686.00	#REF!	1,819.34	540.00	68.00	-	-	1350	69	1
Sat	27	3,504.58	3,330.82	15,000.00	#REF!	1,354.29	2,025.00	161.00	7.41	-	2699	62	2
Sun	28	1,907.72	1,846.50	9,583.50	#REF!	898.92	1,000.00	5.00	7.05	-	1645	74	1
Mon	29	2,171.45	1,931.62	9,696.00	#REF!	865.25	1,013.00	55.00	3.51	-	1672	66	1
Tue	30	1,465.17	740.92	6,645.00	#REF!	1,730.37	635.00	231.00	6.86	-	1041	63	2
Wed	31	1,256.53	632.00	6,003.00	#REF!	553.98	385.00	241.00	4.98	-	996	71	1
Total		\$48,797.36	\$ 31,093.45	\$ 164,889.50	#REF!	\$ 24,128.59	\$ 28,635.00	\$ 4,775.00	\$ 3.27	\$ 5,018.00	31,401	63	

Weather Key 1 = Sunny 2 = Overcast 3 = Rain 4 = Snow
 Vending Consists: Stroller, Animal Feed, Giraffe, Pepsi, Carousal, Train, Penny Press, Hurricane Simulator, Footsie Wootsie, Telescope

**NEW ZOO
GIFT SHOP, MAYAN
ZOO PASS REVENUE
2017 REPORT
2015, 2016 2017**

Paws & Claws Gift Shop		2015	2016	2017	(-)/(+)	2015 PER CAP	2016 PER CAP	2017 PER CAP
		January	\$ 1,149.47	\$ 1,857.44	\$ 1,105.06	\$ (752.38)	0.8714708	1.5943691
February	\$ 1,157.14	\$ 3,838.13	\$ 8,108.16	\$ 4,270.03	2.0516667	1.326237	1.11345235	
March	\$ 8,770.88	\$ 11,371.54	\$ 7,415.33	\$ (3,956.21)	1.0567325	1.2411635	1.8806315	
April	\$ 26,629.51	\$ 20,838.16	\$ 32,514.62	\$ 11,676.46	1.2503291	1.3210448	1.38189553	
May	\$ 48,037.15	\$ 48,794.55	\$ 48,797.36	\$ 2.81	1.4580571	1.3532615	1.55400656	
June	\$ 49,886.85	\$ 51,844.84			1.2315308	1.4213022		
July	\$ 51,691.83	\$ 49,728.92			1.308919	1.3587879		
August	\$ 55,120.22	\$ 44,739.84			1.3259615	1.2762756		
September	\$ 17,149.37	\$ 12,417.17			93%	0.7830718		
October	\$ 8,191.75	\$ 11,267.02			0.3378877	0.3891352		
November	1724	\$ 3,776.20			0.5344265	0.7837692		
December	\$ 1,061.37	\$ 1,429.05			0.6247028	1.3405722		
TOTAL	\$ 270,569.60	\$ 261,902.86	\$ 97,940.53	\$ 11,240.71	\$1.16	1.1698516	1.44953202	

Mayan Taste of Tropic		2015	2016	2017	(-)/(+)	2015 PER CAP	2016 PER CAP	2017 PER CAP
		January	\$ 1,329.18	\$ 1,366.12	\$ 803.84	\$ (562.28)	\$1.01	1.035724
February	\$ 800.69	\$ 2,733.39	\$ 4,898.08	\$ 2,164.69	\$1.42	4.8464362	0.6726284	
March	\$ 8,290.85	\$ 9,870.27	\$ 4,758.52	\$ (5,111.75)	\$1.00	1.1891892	1.24222166	
April	\$ 28,478.23	\$ 17,327.48	\$ 24,776.09	\$ 7,448.61	\$1.34	0.8135731	1.05300225	
May	\$ 42,452.78	\$ 44,408.57	\$ 31,093.45	\$ (13,315.12)	\$1.29	1.3479199	0.99020573	
June	\$ 54,604.30	\$ 44,950.45			\$1.35	1.1096685		
July	\$ 58,923.33	\$ 48,927.33			\$1.49	1.2389175		
August	\$ 54,586.88	\$ 47,329.16			\$1.31	1.1385413		
September	\$ 23,541.45	\$ 20,001.01			\$1.28	1.0840656		
October	\$ 16,667.26	\$ 17,310.18			\$0.69	0.7139985		
November	\$ 3,041.49	\$ 3,811.77			\$0.94	1.1815778		
December	\$ 1,480.94	\$ 1,133.91			\$0.87	0.6673985		
TOTAL	\$ 294,197.38	\$ 259,169.64	\$ 66,329.98	\$ (9,375.85)	\$1.26	1.1093831	0.98169195	

ZOO PASS		2015	2016	2017	(-)/(+)		
January	\$ 1,988.00	\$ 2,890.00	\$ 3,825.00	\$ 935.00			
February	\$ 2,320.00	\$ 3,640.00	\$ 9,579.50	\$ 5,939.50			
March	\$ 15,290.00	\$ 16,045.00	\$ 10,251.00	\$ (5,794.00)			
April	\$ 30,070.00	\$ 26,280.00	\$ 35,444.00	\$ 9,164.00			
May	\$ 25,259.00	\$ 29,275.00	\$ 28,128.59	\$ (1,146.41)			
June	\$ 26,080.00	\$ 19,991.00					
July	\$ 15,858.00	\$ 17,110.00					
August	\$ 9,851.00	\$ 11,115.00					
September	\$ 5,228.00	\$ 6,305.00					
October	\$ 3,630.00	\$ 6,105.00					
November	\$ 5,730.00	\$ 7,590.00					
December	\$ 14,950.00	\$ 16,025.00					
TOTAL	\$ 156,254.00	\$ 162,371.00	\$ 87,228.09	\$ 9,098.09			

**NEW ZOO
ADMISSIONS REVENUE ATTENDANCE
2015 REPORT
2013, 2014 2015**

ATTENDANCE

MONTH	2015	2016	2017
January	1319	1165	1412
February	564.00	2894	7282
March	8300.00	9162	3,943
April	21298.00	15774	23,529
May	32946.00	36,057	31,401
June	40508.00	36,477	
July	39,492	36,588	
August	41570.00	35,055	
September	18450.00	15857	
October	24244.00	28954	
November	3226.00	4818	
December	1699.00	1068	
TOTAL	233616.00	223,877	67,567

ADMISSION & DONATIONS

MONTH	2015		2016		2017		2015		2016		2017	
	ADMISSIONS	DONATION BIN	ADMISSIONS	DONATION BIN	ADMISSIONS	DONATION BIN	PER CAP	PER CAP	PER CAP	PER CAP	PER CAP	PER CAP
January	2,312.00	-	2,366	0	3901.5	0	\$1.75	2.0309	\$1.75	2.0309	2.763102	2.763102
February	1,124.00	-	4,897	40.95	15627.5	0	\$1.99	1.6921	\$1.99	1.6921	2.146045	2.146045
March	27,856.00	166.91	26,807.50	0	17,386.50	0	\$3.36	2.92594	\$3.36	2.92594	4.40946	4.40946
April	84,316.50	659.86	158,909.50	0	104,286	0	\$3.96	3.90621	\$3.96	3.90621	4.432233	4.432233
May	150,906.00	183.92	171,481.78	365.05	164,889.50	3.27	\$4.58	4.4072	\$4.58	4.4072	5.251091	5.251091
June	187,551.00	156.76	177,410.50	56			\$4.63	4.7011	\$4.63	4.7011		
July	187,816.50	40.00	156,114.50	0			\$4.76	4.8475	\$4.76	4.8475		
August	171,866.00		71,414				\$4.13	4.4534	\$4.13	4.4534		
September	99,668.00	231.05	103,562				\$5.40	4.5036	\$5.40	4.5036		
October	106,198.00	261.00	75737	120			\$4.38	3.5768	\$4.38	3.5768		
November	10,791.00	219.42	29255	382.19			\$3.35	15.72	\$3.35	15.72		
December	5,861.50	\$1,918.92	1039571.28	1227.94	306091.00	3.27	\$3.45	27.444	\$3.45	27.444		
TOTAL	\$1,036,266.50						\$4.44	4.6435	\$4.44	4.6435	4.530185	4.530185

3

NEW Zoo Maintenance Report

May into June 2017

- Finished the install of the new pump motor and impeller, seal, etc.
- Finished the install of the new motor in the otter pump house.
- Snaked the floor drains in the animal diet kitchen.
- Cleaned the mining sluice regularly.
- Had the monkey den floors epoxied.
- Trenched in new power to the chicken coop and the koi pond.
- Hung tool racks where needed in and around dens.
- Repaired the holes in doors and window frames and painted the doors and frames at otter, cougar, penguin and wolf.
- Sealed the walls of the stilt exhibit.
- Worked with CEC to test and replace batteries on all components of the security system.
- Installed a new lock set on the otter den door.
- Set up and take down of bounce houses throughout the month.
- Hung the new giraffe adventure sign near the overlook.
- Replaced the hose to the giraffe power washer.
- Filled in the raccoon exhibit with –gravel to direct water flow and drilled holes through the concrete walls to let water escape.
- Snaked the drains in the bear den.
- Mow lawns, string trim, mulch and prune, throughout the property.
- Purchased flowers and ground cover for the gardening volunteers.
- Help animal care set up the monkey yard by securing full size trees and vines into the outdoor exhibit.
- Repaired the gravely mower flat tire and broken throttle cable.
- Worked with the electrician to amp and load test the riley for a back up generator set up.
- Answered overnight alarm calls.
- Cleared drains in the otter holding room.
- Made repairs to the ice machine at the Mayan.
- Installed and assembled a new storage shed for the penguin chemicals.
- Prepared the zoo for the AZA inspection.
- Drained and refilled penguin and started the exhibit.
- Built a shed for the penguin chemical storage outside the exhibit.

June 5, 2017

John VanDyck
Ed & Rec Committee
305 E. Walnut Street
P.O. Box 23600
Green Bay, WI 54305-3600

Dear John and members of the Ed & Rec Committee,

The N.E.W. Zoological Society, Inc. will be hosting the 18th annual "Feast with the Beasts" event on Monday, August 7, 2017 from 6pm to 8pm at the NEW Zoo.

We are once again joining hands with the Wisconsin Restaurant Association to create awareness of the NEW Zoo and to raise funds to support the missions of the Society & the WRA. Volunteers from the Society and Wisconsin Restaurant Association will be participating in the set up and clean up. We are inviting business professionals and families to join us for food, beverages, and live music.

Liability insurance for the N.E.W. Zoological Society, Inc., for this event, is through Green Bay Insurance Center. Application will be made for a Picnic License to the Town of Suamico.

At this time we would like to request that the contract fee and the admission fee be waived.

Sincerely,

Steve Bieda
President,
N.E.W. Zoological Society, Inc.
(920) 434-6814

Cc: Neil Anderson

Museum

Budget Status Report May 2017 "Unaudited"

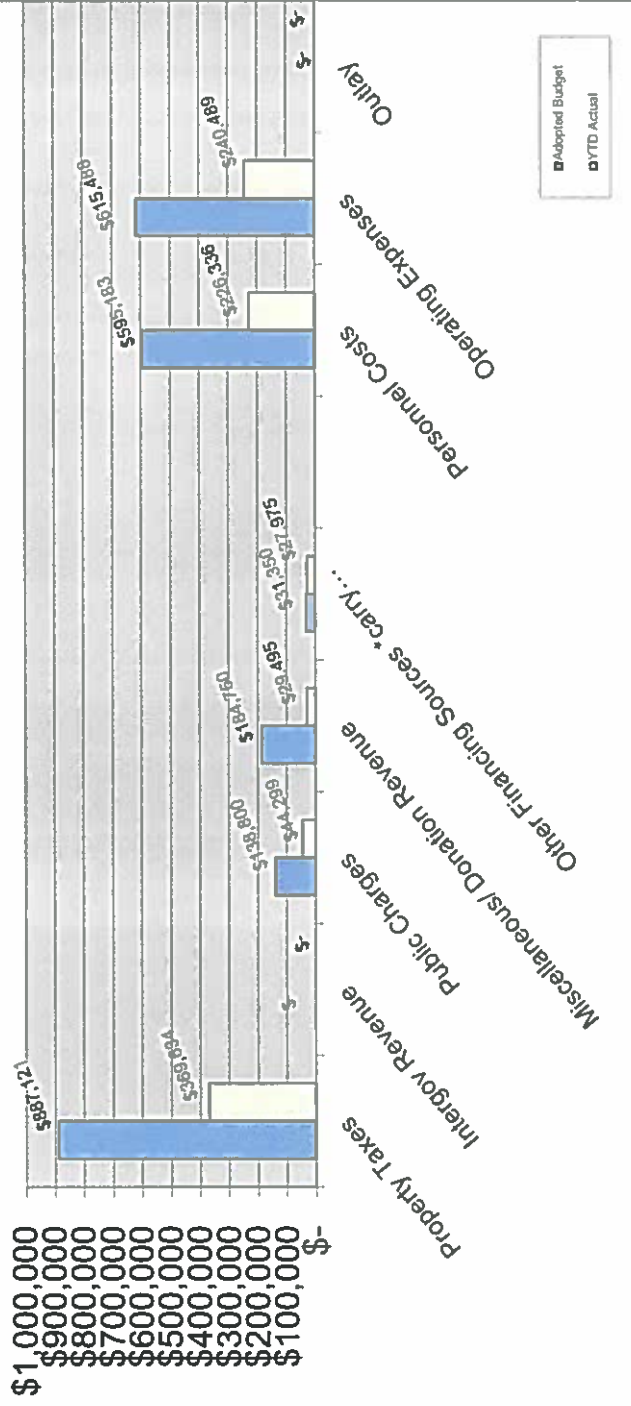
Prepared for presentation at the June 29, 2017 Ed & Rec

	Adopted		YTD	Percentage	Comments
	Budget	Actual			
Property Taxes	\$ 887,121	\$ 369,634		41.7%	
Intergov Revenue	\$ -	\$ -			#DIV/0!
Public Charges	\$ 138,800	\$ 44,299		31.9%	
Miscellaneous/ Donation Revenue	\$ 184,750	\$ 29,495		16.0%	
Other Financing Sources *carry over	\$ 31,350	\$ 27,975		89.2%	
Personnel Costs	\$ 595,183	\$ 226,336		38.0%	
Operating Expenses	\$ 615,488	\$ 240,489		39.1%	
Outlay	\$ -	\$ -			#DIV/0!

Comments:

Public Charges: include gate, photo sales, vending and room rental.
 Other Financing: intralund transfer for Master Planning, \$31,350.00 carry over to FY17
 Miscellaneous Revenue: includes NPMF funds for exhibits and programs.
 NPMF uses Intra-county expense Copy Center
 charge back amounts are deposited in Miscellaneous Revenue line
 Intergov Revenue: None in 2017
 Operating Expenses has a YTD encumbrance amount of \$4,411.00 for Advertising,
 \$41,224.24 for security, Other Financing Sources \$3,375.00 for RFP Visitor Experience Plan

Museum - May 31, 2017



July 19, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION ADOPTING THE 2017 NEVILLE PUBLIC MUSEUM
VISITOR EXPERIENCE AND ARCHITECTURAL EXHIBITION AND MASTER PLAN**

WHEREAS, the Neville Public Museum of Brown County (the Museum) and its main gallery space were originally constructed in 1983, and have since become outdated, as evidenced by the Museum's aging exhibits and Museum infrastructure concerns; and

WHEREAS, since its construction in 1983, the Museum has collected various artifacts that have been added in a somewhat haphazard manner to its displays, detracting from the overall visitor experience and greatly impacting the interpretive message and cohesiveness of the displays; and

WHEREAS, the Museum commissioned Triad Creative Group, Inc. to develop the 2017 *Visitor Experience and Architectural Exhibition and Master Plan* (the Master Plan) for the Museum's approximately 8,000 square foot main gallery space on the second floor; and

WHEREAS, the Master Plan provides a clear plan to address the renovation of the main exhibit gallery; and

WHEREAS, the Master Plan will create the necessary change to move from a passive exhibit to a more dynamic exhibit style; and

WHEREAS, as recommended by the Master Plan, it is desirable to include at the Museum an "Exposed Collection" which is a means by which artifacts can be easily viewed in a visitor-friendly and cohesive manner, often in display cases offering a 360 degree vantage point; and

WHEREAS, County adoption of the Master Plan is required to retain the American Association of Museums' (AAM) Accreditation ; and

WHEREAS, the Brown County Education and Recreation Committee recommends that the Brown County Board of Supervisors formally approve of and adopt the Master Plan.

NOW, THEREFORE, BE IT RESOLVED that the Neville Public Museum's 2017 Visitor Experience and Architectural Exhibition and Master Plan is hereby approved of and adopted by the Brown County Board of Supervisors.

Respectfully submitted,

EDUCATION AND RECREATION
COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Corporation Counsel

Approved by Corporation Counsel Office

Fiscal Note: This resolution does not require an appropriation from the General Fund. There is no appropriation made in this resolution for funding the master plan.

MASTER ARCHITECTURAL PLAN

INTRODUCTION

In 2016 Brown County contracted Triad Creative Group of Brookfield, WI, to develop the Visitor Experience and Architectural Exhibition and Master Plan for the approximately, 8000 sq. ft. Main Gallery space on the second floor, located at the Neville Public Museum in Green Bay, WI.

The building and main gallery space, were constructed in 1983 with many additions and iterations being added through the past decades and various directors in place at the time.

Over the years, the main gallery space had become dated, not only by its exhibits, but also through age and infrastructure concerns. As the Museum continued to collect artifacts, they had been added in a haphazard manner, detracting from the overall visitor experience and greatly impacting the interpretive message and cohesiveness of the items being displayed.

The development and planning were based on site visits and comments provided by the current Director and staff. Visitor surveys and comments from visitors immediately viewing the gallery also provided invaluable information to aid in moving the Museum and main gallery to future relevance and sustainability.

CURRENT SPACIAL CONCERNS

Various areas have become potential safety concerns, most notably the flooring. The poured epoxy flooring with embedded rocks protruding, pose trip hazards for visitors of all ages. In addition to the un-even poured flooring, there are areas where planking is used with gaps exposing the raw concrete flooring. This is an issue because staff cannot access the subfloor by removing the planking in the event of any liquid substance spilling and or falling through the cracks in the planks, thus leading to a potential biohazard.

The current floor plan, which follows a single path weaving throughout the exhibits, does not provide an ample egress option in the event of an emergency. The use of a singular path also confines the visitors and as artifacts have been added to the space, the interpretive message of the areas gets lost.

The use of halogen lamps in the gallery, are expensive to operate and maintain. Though some of the immersive exhibits, i.e. Ice House, do draw interest, they are commonly dark due to the lack of areas which lighting can be added. In addition to the use of halogen lamps, some areas and cases are illuminated using fluorescent tubes. Again, these types of lamps are expensive to maintain and do not provide relative UV protection for the artifacts.

GENERAL CONCERNS

Though the artifacts currently have supporting graphic descriptions, the text is too small and there is too much. This psychologically prevents a visitor from engaging and reading the information in its entirety. Visitors become inundated with too much information that is difficult to read, and thus detracts from the overall experience. Due to how graphical interpretive panels had been created, it is virtually impossible to update or edit any accompanying text, nor do they allow for future cohesiveness in adding artifacts.

Many of the current cases within the gallery have very large, heavy doors requiring two or more staff members to open and access cases for routine cleaning, replacing lighting and or updating. Because of the current design it is quite cumbersome to access the insides of the cases in a safe manner.

MASTER ARCHITECTURAL PLAN

OBJECTIVES

The survey results clearly outline the likes and dislikes of visitors. The objective of the redesign is to include items that have relevance and that are favorites that visitors come to see time and time again. Some of the displays remaining largely intact are the Ice Cave entrance, The Mastodon Diorama, the Escarpment Wall, Eagle Enclosure, Beaver Diorama, and the Hometown Advantage video area.

From the results of the surveys, it has been determined that the most logical approach moving forward would be for an open concept design allowing for future flexibility in rotating the artifacts without jeopardizing the interpretive message. The Museum staff has provided both anchor and ancillary artifact lists, which have prominence based on the survey results and historic and regional significance. From these lists a plan was put in place in which artifacts could more be easily viewed and displayed, in most cases in a 360° vantage point. An additional benefit to this approach is unencumbered access to emergency (egress) exits.

Provisions have been put in place to excavate the existing poured flooring, stamped brick flooring and all planked areas and diamond blade grinding the floor to a flat, even level. Options for floor treatments are included in this document.

In addition to flooring, optional LED lighting upgrades will also be made available. LED fixtures offer a longer-term life expectancy and increased energy savings thus lowering the museums operating budget.

Cases have been designed to allow for one staff member to easily, and safely access the artifacts without requiring additional help from staff members.

Updating and adding interactives through the use of flat screen displays and digitally manipulated video files is also a very important key to the visitor experience. Simple hands-on/touch interactives add to the interpretive

experience. Along these lines, the addition of an archaeological dig pit will allow visitors the opportunity to experience archaeological foundations thus furthering the learning experience. Currently, the museum staff provides remote webcasts to school groups. An area within the gallery space will allow for that to continue and will aid in providing classrooms with tangible information that will help promote visitorship.

Because of budgetary concerns and the concern that most of the existing displays within the gallery would be demolished and simply added to a landfill, great strides have been taken to repurpose materials as much as possible. The new designs incorporate materials that currently reside in the gallery. Most, if not all of the existing glass can be cut and re-used. In addition to the glass, many of the existing components that utilize raw wood will be reused on the new displays thus saving money on materials and cubic feet in a dumpster. An example of this repurpose is found in the Industry area of the new design.

The Ice House – a popular segment per the survey results, will be re-used in its entirety and relocated to a different area within the gallery space. Future consideration should also be made for additional items and raw materials that might be kept, however ample storage space would be required to store such elements. Because the Museum is fortunate to have talented, creative people on staff, some of the saved raw material could be used for future temporary exhibits.

Perhaps the biggest addition and objective was to create a means in which to display the wide array of eclectic stored artifacts that aren't currently on display. Many of the items have relevance to the regional history of the area. By creating a large section for "Exposed Collections," items that may have never been on display, or that the public is not aware of, can be displayed in a viewer friendly and cohesive manner.

MASTER ARCHITECTURAL PLAN

AREA REDESIGN AND DESCRIPTION

ICE CAVE ENTRANCE

As described earlier in this document, the Ice Cave entrance will largely remain intact with the exception of updated safety resolves and enhanced visitor experience.

The sprayed fiberglass shapes will be cleaned, and touched-up from years of neglect and misuse. Currently, visitors have been using the ice forms for photo opportunities. Though this is a nice setting, the original construction does not allow to safely utilize the forms for this purpose. In addition to the un-safe weight restrictive properties, there is a potential for liability in-regards-to the flooring and the outcroppings of rocks that line the perimeter of the forms.

The un-even flooring will be removed and taken down to the original subfloor up to the small rock outcroppings. The floor will be finished and polished flat. Floor anchored, frameless glass panels will create a barrier, preventing visitors from sitting on the ice form and potentially tripping on the perimeter rocks. The frameless glass panels will allow visitors to view the forms unencumbered. The use of angled glass mounted graphics can be added for future consideration without requiring any additional excavation or deterrent from the visual experience.

At one time, this area had water flowing as to replicate melting conditions. Unfortunately, this is no longer a viable option. The work required to provide such an environment would require a complete overhaul of the existing pieces and would come at a great cost, thus taking potential financial resources that would be better served in different areas of the gallery. There is however, an existing blower system designed to blow cool air on visitors as they enter the cave. The unit is largely intact and should only require a new blower motor. In addition to the, a gobo projector will be added to project a moving water image on the floor. Sound will be added to depict dripping water.

Once inside the main entrance, there will be a flat area intro graphic and an area for donor recognition.

Included in this area and costs is the use of flat panel interpretive jet-print graphics and captions.



Current View

MASTER ARCHITECTURAL PLAN

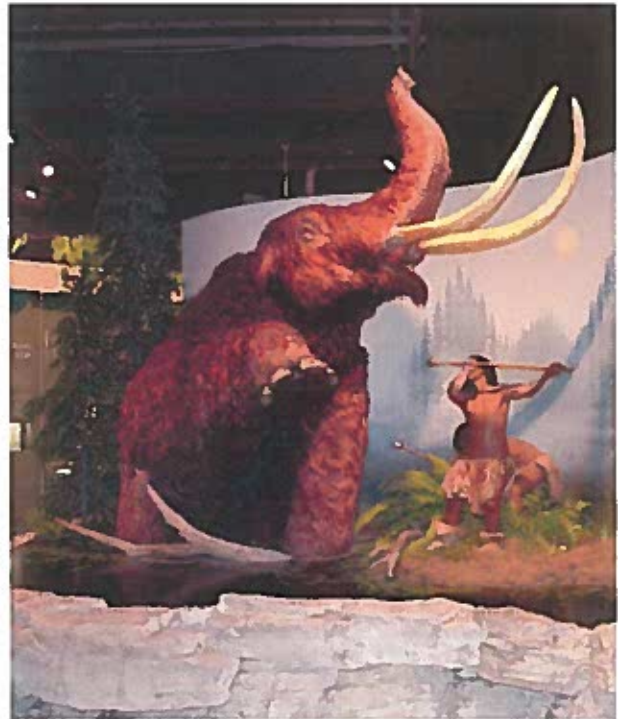
ICE AGE

Just beyond the Ice Cave entrance and to the right resides the Ice age area. Just as the Ice Cave remains largely intact, this area too will have minor additions. The existing graphics on the wall will be removed with the interpretive message being updated. The redesigned wall will include artifacts currently in storage with some artifacts being re-displayed in this area. The most notable addition is the display of an enclosed Mammoth tusk and femur. These artifacts allow for true proportions of the Mastodon in which "Stompy" is displayed at $\frac{3}{4}$ scale. In addition to these cases, an angled case will be added to display fossils and bones from pre-historic animals such as a Dire Wolf jaw.

Continuing along the right hand wall, the previously noted Mastodon – "Stompy" will reside. The creature, along with the hunter, will be removed and cleaned prior to re-display. The entire enclosure will also be cleaned and touched-up as necessary with the damaged faux rock base being repaired and re-painted. The sound activation playing the "roar" will remain intact. A zoo-type rail will be installed as a perimeter barrier to keep visitors from attempting to enter the diorama. The rail will also serve as a place to add interpretive graphics.

Adjacent to the Mastodon is the Boreal Forest. Again, this area will remain largely intact. The area will be cleaned and the damaged faux rock base will be repaired and re-painted.

Included in this area and costs is the use of flat panel interpretive jet-print graphics and captions, and acoustical ceiling suspended intro/directional panel.



Current View

MASTER ARCHITECTURAL PLAN

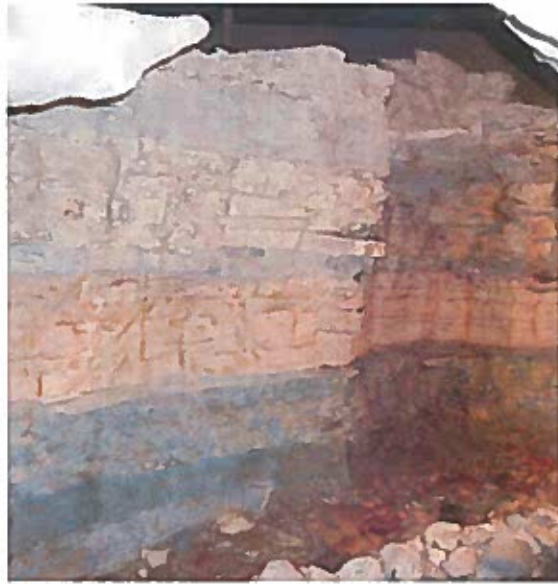
ROCK CYCLE

To the left of the Ice Age area and just beyond the Ice Cave entrance, is the Rock Cycle area. This area will undergo the most change to the existing design in this general area. An opening in the Rock Escarpment will be added which will lead to the Industry Area of the gallery. This will require additional faux rock structure to be added. The opening serves as a tertiary egress exit from other areas in the gallery. Consistent with the Mastodon and Boreal Forest rock bases, these will be cleaned, repaired, and repainted. The additional faux rock added will be painted to seamlessly match the existing rock.

To the immediate right of the pass-thru opening in the rock wall, the Escarpment will receive an interpretive graphic panel identifying the different layers of rock. Cases will be added into the rock wall that will display artifacts from the Buried Forest that are currently displayed on the Ice Age wall. Floor mounted, frameless glass panels will be added to act as a protective barrier to prevent visitors from entering this area. The glass panels will have angled interpretive graphics in addition to a tactile, touch interactive allowing visitors to feel the different types of rock that make up the escarpment.

Moving past the Boreal Forest, a 50" monitor displaying a video highlighting the scientific importance of various rocks. An angled panel below the monitor will hold various types of rocks with push buttons mounted next to each type of rock which will enact the video content on the monitor, describing the significance of each type and their general uses in today's world. A built-in case – one on each side of the monitor, will house various rocks and minerals, each with interpretive captions.

Included in this area and costs is the use of flat panel interpretive jet-print graphics and captions, and acoustical ceiling suspended intro/directional panel.



Current View

MASTER ARCHITECTURAL PLAN

ARCHAEOLOGY

This area – just past the Mastodon Diorama will display the existing Eagle Diorama. This display will be cleaned but will largely remain unchanged with the exception of added interpretive flat graphics.

The area where the Archaeology portion of the gallery is to reside will require extensive excavation. The existing floor, the wigwam, panels highlighting Native American burial mounds, and approximately 12 linear feet of the existing Archaeology area will be removed.

Three angled display cases, one each for the Heins Creek, Red Banks, and Astor archaeological dig sites will display various artifacts from each site. The cases will be enclosed and will have four pull out drawers on each side that will hold more artifacts.

An interactive Dig Pit will allow visitors the opportunity to "dig" for artifacts using the same principles used by archaeologists in the field. Modifying interpretive jet-print panels will describe the various principles of archaeology and technique.

Along the back wall, a jet-print photomural will depict a scene from a rice harvest. Two risers with Native American life forms (mannequins) will hold the dugout canoe currently on display in the gallery.

Included in this area and costs is the use of flat panel interpretive jet-print graphics and captions, and acoustical ceiling suspended intro/directional panel.



Current View

MASTER ARCHITECTURAL PLAN

PEOPLE

The People area of the gallery is designed to display and educate visitors on the diversity of people both indigenous and immigrated to the Northeastern Wisconsin region.

This section will have walls removed for a newly open concept area. Three internally lighted cases will display various garments on mannequins with interpretive graphics explaining their significance. Two additional cases will be used to house personal artifacts from the region.

A separate case will hold weaponry used by natives and immigrants. An angled panel will hold more artifacts pertaining to these peoples.

The existing Beaver Diorama will remain intact and will receive a cleaning and upgrade in lighting.

Included in this area and costs is the use of flat panel interpretive jet-print graphics, captions, three artifact tumblers and acoustic ceiling suspended intro/directional panel.



Artifacts to be used in new section

MASTER ARCHITECTURAL PLAN

HOME CULTURE

The Home Culture area consists of one large, three-sided pedestal, a small, enclosed case, and a back wall with a video interactive.

As with many of the areas in the main gallery space, this area will require substantial excavation of exhibit elements and displays. This area of excavation will be where much of the wood from existing cases and the Ice Harvest walls will be re-utilized.

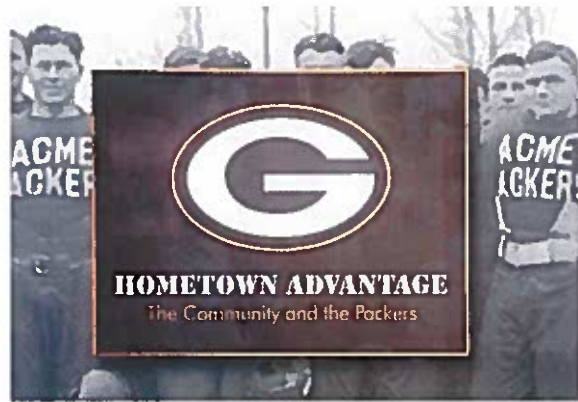
The main three-sided pedestal will display furniture and appliances in a period correct setting. A main wall will divide the pedestal. The unit will be fabricated off-site and will be assembled using roto-loks. The design allows for future re-configuration to meet multiple arrangements. The perimeter of the pedestal will accept frameless, floor anchored glass panels. The panels will accept angled interpretive graphics that will slide onto the top most edge of the panes. The interiors will be alarmed for security purposes.

A smaller self-enclosed case will hold a Victorian era dollhouse.

Along the back wall, an existing display case will be repurposed from the existing Victorian era. The display case will receive updated LED lighting and will be used to display smaller artifacts.

The back wall of the TV Studio interactive will display a 59" flat screen TV from which a video loop will run. The video is the existing video from the Hometown Advantage area of the existing gallery. Locker room style bench seating is provided in this area as a rest point.

Included in this area and costs is the use of flat panel interpretive jet-print graphics, captions, and acoustical ceiling suspended intro/directional panel.



Current Audiovisual

MASTER ARCHITECTURAL PLAN

TV STUDIO INTERACTIVE

This area consists of a green-screened curved back wall, a TV camera artifact used in television broadcasts, an anchor desk, and chair. There will be a separate camera used to create simulated broadcasts. Visitors will be able to sit at the desk, read a script and have a "stock" background digitally imposed on the backdrop. The run time of the video experience is 1-2 minutes and visitors will be able to send themselves digital video copy to a smart phone or other device.

This area will also be utilized for classroom webcasts by staff.



Artifact to be used in new section

MASTER ARCHITECTURAL PLAN

CONFLICT

Two custom, self-enclosed, multiple-sided cabinets will display artifacts from various wars and conflicts. The use of mannequins inside the cases will exhibit full-sized uniforms and garments worn in various campaigns and eras. The case will also display weaponry and various artifacts from helmets, bags, swords, and patriotic enlistment posters. One of the long horizontal cases will display the *USS Green Bay*. This case will have a mirrored background enabling visitors to view the detail on the back of the model.

A separate case will display the WWI era machine gun.

Included in this area and costs is the use of flat panel interpretive jet-print graphics, captions, and acoustical ceiling suspended intro/directional panel.



Current View

MASTER ARCHITECTURAL PLAN

ARTS

Six double-sided cases with wire panels will display various paintings and or fabric arts from the region. Each case will have an enclosed, angled top and two pull out drawers on each side to display smaller artifacts such as jewelry, pottery, and fabric arts.

An independent, smaller case will also be utilized for displaying smaller pieces.

A separate case will hold "Joy Boy," a bronze statue from Green Bay. This case will have internal LED lighting.

Included in this area and costs is the use of flat panel interpretive jet-print graphics, captions, one artifact turntable and acoustical ceiling suspended intro/directional panel.



Artifact to be used in new section

MASTER ARCHITECTURAL PLAN

INDUSTRY

The Industry area will utilize the most extensive use of repurposed material from the existing gallery. There are five independent cases to hold artifacts from a variety of regional industries including, Paper, Dairy, Beverage, Ship Building, and Cigar Making. A separate case will display the hand-carved Cigar Store Indian. All of these cases will utilize wood from the existing industry area in the main gallery. Each case will have locked entry points, which will require only one staff member to access to clean and update artifacts – depending on the size and weight of the artifact.

The Ice Harvest area also utilized all of the existing components found in the Ice House, including the heavy timbers. In addition to the wood, the existing cases that hold the saws will be used as is. The monitor has been updated to a 59" flat screen and will play the current Ice Harvest video. The bench is also being repurposed and is to be used as a temporary seating area for visitors to view the video.

The entire wall behind the cases will use wood either repurposed from the Ice House or from adjacent industry enclosures. All wood will be stained to match if necessary.

Along the back wall behind the cases there will be a set of three simple push-button interactives highlighting the Paper, Beverage, and Dairy Industries.

Included in this area and costs is the use of flat panel interpretive jet-print graphics, captions, one artifact turntable and acoustical ceiling suspended intro/directional panel.

MASTER ARCHITECTURAL PLAN

GREEN BAY AND NORTHEASTERN WISCONSIN STRAND

This area, directly opposite from the Rock Cycle wall will require re-surfacing the back of the aforementioned wall, adding enclosures for small artifacts displayed on a timeline. Included in the timeline are the LeMaire Sundial Compass, and various other small artifacts. This wall will also receive a variety of murals from historic photographs that directly pertain to some of the larger artifacts.

Along this wall, along with an historic exterior photo, will be an actual booth from Kaap's restaurant. In addition, the Stillar's sign will be added above the phone booth. A street sweeper will be displayed in front of a mural of an historic image of Old Green Bay.

There are two support columns between which will be two kiosks, one housing a touch screen detailing many aspects of Green Bay and the Northeast Wisconsin history. The second kiosk will play the "A Gay Day in Green Bay" video. Many different artifacts will be displayed on a singular, large case. The Old Crock, exhibited in the current gallery will be displayed in this area as well and will utilize its current case.

Included in this area and costs is the use of flat panel interpretive jet-print graphics, captions, and acoustical ceiling suspended intro/directional panel.



Artifact to be used in new section

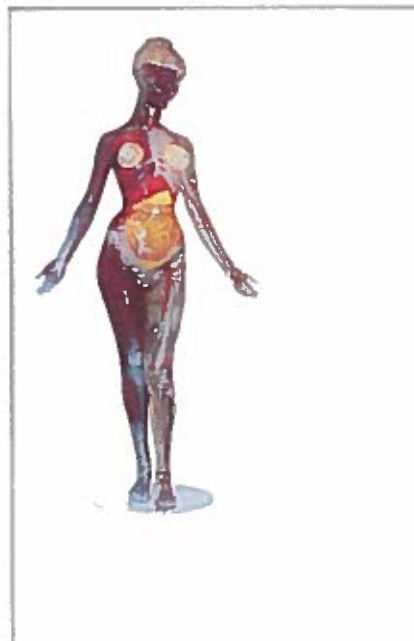
MASTER ARCHITECTURAL PLAN

EXPOSED COLLECTIONS

Spanning the entire back wall of the gallery space will be an area used to display the many eclectic collections currently hidden from public view. Some of the artifacts include a very rare Monowheel, a Samurai Suit of Armor, a Medieval suit of Armor, a working interactive TAM (anatomical working model,) various clothing, and artwork. The means in which artifacts can be displayed are endless. The cases with hold slide-out drawers for smaller pieces, larger drawers for displaying flat garments too fragile to display vertically. As appropriate, artifacts will be located as close to the areas they represent historically as possible. All cases will be locking and be glass enclosed. There are two areas for displaying paintings, similar to the arts area. The cases that show shelves will be adjustable for future change out and upgrades. These cases will have internal LED lighting.

Much of the glass utilized in this area will be repurposed from existing cases.

Included in this area and cost is the use of flat panel interpretive jet-print graphics, captions, two artifact turntables and acoustical ceiling suspended intro/directional panel.



Artifact to be used in new section

NEVILLE PUBLIC MUSEUM
OF BROWN COUNTY



BRIDGING COMMUNITIES, CONNECTING GENERATIONS
NEVILLEPUBLICMUSEUM.ORG

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 6/12/17
REQUEST TO: Education and Recreation Committee
MEETING DATE: 6/29/2017
REQUEST FROM: Beth Lemke
Museum Director

REQUEST TYPE: New resolution Revision to resolution
 New ordinance Revision to ordinance

TITLE: RESOLUTION ADPOTING THE NEVILLE PUBLIC MUSEUM VISTOR EXPERIENCE AND ARCHICTURAL EXHIBITION AND MASTER PLAN

ISSUE/BACKGROUND INFORMATION:

At the May 25, 2017 Education and Recreation Committee meeting I asked the committee for formal approval of Neville Public Museum Visitor Experience Plan and for permission to work with Corporation Counsel to bring a resolution to the June 2017 committee meeting. They approved.

ACTION REQUESTED:

To approve the plan.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? Yes No
 - a. If yes, what is the amount of the impact? \$ _____
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? Yes No
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

NEVILLE PUBLIC MUSEUM
OF BROWN COUNTY



BRIDGING COMMUNITIES, CONNECTING GENERATIONS
NEVILLEPUBLICMUSEUM.ORG



Neville Public Museum Director's Report
Education & Recreation Committee Brown County Board of Supervisors
For Thursday, June 29, 2017, submitted Friday, June 16, 2017

Operations:

Since our last meeting, we won the honor of Best Local Museum for the Best of the Bay 2017, hosted GBAPS Jackson Elementary on the first Green Bay Metro Bus trip free student travel, held our last Neville Dinner of the year with Jerry Apps, partnered with the Parks department on a successful Parkaeology program at Pamperin Park, partnered with Arts Wisconsin on a Creative Conversation, had our sixth FREE Wednesday of the year, co-hosted our sixth Explorer Wednesday of the year with the UW Extension, and successfully navigated a sinkhole in the guest parking lot.



Left: Jackson Elementary was the first Green Bay Public School to visit by City Bus **Right:** Wisconsin Author Jerry Apps



Left: Parkaeology Program at Pamperin Park **Right:** Arts Wisconsin Creative Conversation



June 7, 2017 Explorer Wednesday and UW Extension Open House



Neville Parking Lot Sink Hole: discovered Friday, June 2, 2017, excavated and filled Thursday, June 8, 2017. Water was trapped in the basement foundation of the former Blackstone Restaurant. Water was pumped out and fill was replaced in the cavity.



Neville Parking Lot Sink Hole: discovered Friday, June 2, 2017, excavated and filled Thursday, June 8, 2017. Water was trapped in the basement foundation of the former Blackstone Restaurant. Water was pumped out and fill was replaced in the cavity. The patch was sealed the morning of June 14, 2017.

Outreach: Summer outreach is just around the corner!

The Neville will be present at:

- Green Bay Bullfrogs Business Showcase on June 27th, July 21st and August 10th
- The May 31st, June 28th, July 12th and August 30th On Broadway Farmers Market
- The Downtown Green Bay Farmers Market July 29th and September 9th
- Downtown Green Bay Summer in the Park July 6th

In addition to the outreach the Neville will once again partner with Music U for Fire Over the Fox activities. The Neville was also given a Wisconsin Broadcasters Award in partnership with WFRV for a 2016 Best Public Service Announcement for the exhibit *Ice Age Imperials*.

FIRE ON THE FOX PRESENTS
MUSIC U STAGE

- ★ 1:00 ENSEMBLE CONCERT
- 3:00 MOTRA
- ★ 4:00 WIZBANG
- 5:00 AMERICAN BLVD
- ★ 6:00 THE WIDE RIGHT TURNS
- 7:00 SIR REAL

(IN FRONT OF THE)
NEVILLE PUBLIC MUSEUM

TUESDAY, JULY 4TH

★ ★ ★ MUSIC U ★ ★ ★

Focus On Collections: May was a busy month for school visits on site and virtual lessons. Two new lessons were developed. One on *Alice in Dairyland* provided to 3rd, 4th and 5th grade students at the School for Agricultural and Environmental Studies in Waupun, and one crafted around animal habitats and environments for 1st grades at Altmayer Elementary.



Left: School for Agricultural and Environmental Studies Right: Altmayer Elementary.

The Neville Public Museum Governing Board did not meet in June due to Director Lemke’s vacation.

The Neville Public Museum Foundation: No update at this time as the Neville Public Museum Foundation Board will meet June 20, 2017.

Social Media Success Stories of the Month: This month the focus is on our twitter handle and the variety of posts we share along with a three examples of different levels of engagement.

Tweet Content	Impressions	Total Engagements
NevillePublicMuseum @NevilleMuseum Celebrating the upcoming #InternationalMuseumDay and tomorrow's #HistoryTreasure Tour (4-8pm)! Check our website for details! pic.twitter.com/v2eoNOnGbl	2,729	37
NevillePublicMuseum @NevilleMuseum Join us at the Neville tonight for the History Treasure Tour from 4-8pm to celebrate #WisconsinMuseumsWeek! https://twitter.com/fox11news/status/864831699392614400 ...	1,960	9
NevillePublicMuseum @NevilleMuseum Who's ready to ride the Zippin Pippin this summer at @BayBeach7? Today's #TBT is the Greyhound which stood from 1929-1938! @CityofGreenBay pic.twitter.com/kOg5lr1kYb	507	12



Neville Public Museum Online Photo Sales <http://photos.nevillepublicmuseum.org/>

2017	Sessions	Users	Page Views	Bounce Rate
January '17	1056	721	20,696	38.92%
February '17	942	686	14,634	31.60%
March '17	1220	941	16,402	41.56%
April '17	794	568	14,037	47.73%
May '17	559	411	10,787	39.71%

2016
Sessions: 12,332 Users: 8,539 Page Views: 190,446 Bounce Rate: 37.79%

July 2015-December 2015
Sessions: 7,413 Users: 5,410 Page Views: 116,072 Bounce Rate: 51.03%

Neville Public Museum Website www.nevillepublicmuseum.org

2017	Visits	Page Views
January	20,721	31,660
February	19,209	29,119
March	22,202	34,791
April	19,450	28,530
May	20,257	29,898

2016 total visits = 207,917
2015 total visits = 204,431
2014 total visits = 131,438 (*62% increase over 2013)



Neville Public Museum Facebook

2017	People Engaged	Reach
January	1,974	31,709
February	1,547	28,897
March	3,298	42,495
April	3,351	46,676
May	3,770	53,652

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2016 *social media boost funding is being utilized and decided upon in house vs. by a firm

Total Page Likes 4,798
People Engaged 34,517
Total reach 582,321

2015

Total Page Likes 4,100
People Engaged 36,981
Total reach 833,877

2014

Total Page Likes 2,718
People Engaged 24,712
Total reach 1,127,429 *Per the JEM grant social media funding was \$10,000 in FY 14 with spend emphasis on the Temporary Green Bay Packers Hall of Fame exhibit.



Neville Public Museum Instagram

2016

800 followers
2,927 post likes

February 2015 – December 2015

492 followers
1,969 post likes

Temporary Exhibits



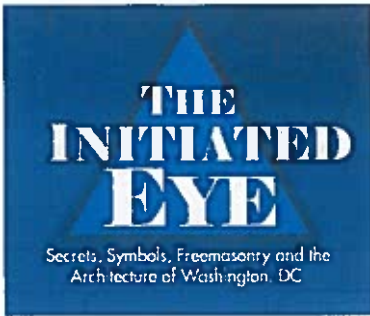
Alice in Dairyland: Wisconsin's Agricultural Ambassador

Alice in Dairyland explores the iconic role Alice has played in Wisconsin Agriculture over the past 70 years. No longer a pageant queen, Alice is now the reflection of a booming industry that provides over \$88 billion to our state's economy. Discover how Alice, her selection, her duties and the agriculture industry have changed since the first Alice was crowned in 1948. (January 28, 2017-July 9, 2017)



Estamos Aquí: Celebrating Latino Identity in NE Wisconsin *Estamos Aquí* ("We are Here") features the artifacts and personal stories of many Latino families in Northeastern Wisconsin. The bilingual exhibit celebrates the diverse cultures and traditions that have endured emigration from across Latin America. This collaborative exhibit was developed with museum staff and the Hispanic Community Resource Center (Casa Alba). (May 6, 2017 – April 29, 2018)

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The Initiated Eye: Secrets, Symbols, Freemasonry and the Architecture of Washington, DC This exhibit explores the Masonic ideals and designs implicit in the fabric of our nation's capital. From the republican ideals made manifest in stone, to the carefully defined vistas linking famous heroes who were also Freemasons, The Initiated Eye offers an intriguing architectural and historical perspective by combining artist Peter Waddell's paintings with seldom seen Masonic artifacts. **(June 10th, 2017 – September 3, 2017)**



Neon: Darkness Electrified
Neon: Darkness Electrified will feature over 30 rare neon signs from the personal collection of Jed Schleisner of Greenville. Schleisner is one of the last working neon sign artisans in the NE Wisconsin region. The exhibit will also feature the science and technology behind the signs, as well as the history behind the advertising technique. **(July 29, 2017 - January 7, 2018)**



Permian Monsters: Life before the Dinosaurs
Step back in time 290 million years when bizarre-looking animals dominated life on land and sea, and find out about the greatest extinction the world has ever seen in Permian Monsters: Life before the Dinosaurs. This unique traveling exhibition brings the past back to life with fossilized skeletons and full size life models of the animals that ruled the world millions of years before the age of dinosaurs, in a time known as the Permian. The exhibition blends art and science with a collection of new artwork which offers a glimpse back in time through the eyes of award winning paleo-artist

Julius Csotonyi. View fossilized skeletons and reconstructed models of these amazing but bizarre creatures that dominated land and sea; and dig and identify fossils in the interactive dig pits throughout the exhibition. **(September 15, 2017 - January 28, 2018)**

Upcoming Events

July 2017

Wednesday, 7/5/17 Explorer Wednesday - Piñata 5:00 - 7:00 p.m.

August 2017

Wednesday, 8/2/17 Explorer Wednesday – Lava Lamps 5:00 - 7:00 p.m.

September 2017

Wednesday, 9/6/17 Explorer Wednesday - 5:00 - 7:00 p.m.

Tuesday, 9/12/17 Hardcore History - 6:00 - 7:00 p.m.

Thursday, 9/21/17 Dinner Program – The History Of WBAY TV2 5:00 – 7:00 p.m. *register online at NevillePublicMuseum.org

Neville Public Museum Attendance and Revenue Comparison

	2014		2015		2016		2017		Attenda
	Attendance	Admission Revenue	Attendance	Admission Revenue	Attendance	Admission Revenue	Attendance	Admission Revenue	
January	1,825	\$4,601.00	3,847	\$ 8,068.50	2,358	\$ 6,866.50	2,504	\$6,942	
February	2,545	\$4,401.00	4,597	\$ 8,394.00	2,642	\$ 6,138.00	2,984	\$6,437	
March	3,280	\$7,959.50	3,375	\$ 6,749.00	3,828	\$ 9,645.50	3,703	\$10,835	
April	3,705	\$6,518.00	2,981	\$ 4,080.00	4,757	\$ 7,675.00	4,436	\$6,471	
May	3,517	\$6,212.00	3,275	\$ 4,777.50	3,963	\$ 5,623.00	4,338	\$6,244	
June	3,358	\$7,890.50	3,212	\$ 6,432.75	3,795	\$ 9,047.50			
July	3,623	\$11,645.50	2,913	\$ 6,682.00	4,092	\$ 13,177.50			
August	4,222	\$11,946.00	3,388	\$ 8,064.00	4,802	\$ 16,136.50			
September	2,881	\$6,359.50	2,251	\$ 3,778.00	2,986	\$ 5,410.00			
October	4,059	\$9,668.50	3,668	\$ 5,426.00	3,848	\$ 6,561.50			
November	5,576	\$14,606.00	4,031	\$ 7,390.00	3,928	\$ 5,970.50			
December	7,864	\$22,542.50	4,980	\$ 9,126.50	6,146	\$ 14,184.50			
TOTALS	46,455	\$114,350.00	42,518	\$78,968	47,145	\$106,436	17,965	\$36,928	

Neville Public Museum Attendance and Revenue May 2017

Date	Day	Admission	Guided Tours	Distance Learning	Self-Guided Tours	UWEX	Facility Rental/Meeting	Event Program	Total Attendance	Total Admission Revenue (Net)	Total Facility Rental Revenue	Waived fees for Brown County	OUTREACH
1	Monday								0				
2	Tuesday	11				18	87		116	\$ 28.00	\$125.00	\$ 100.00	
3	Wednesday	212				6	7		225	\$ 56.00			
4	Thursday	11				10		220	241	\$ 35.00			100
5	Friday	16	98			10			124	\$ 329.00			
6	Saturday	46					170		216	\$ 183.00	\$185.00		
7	Sunday	30					245		275	\$ 105.00	\$125.00		
8	Monday						5		5				
9	Tuesday	47	45		10	13		63	178	\$ 348.50			
10	Wednesday	17				10	36	56	119	\$ 63.00		\$ 100.00	
11	Thursday	20	93			10		53	176	\$ 384.00			
12	Friday	85				23		64	172	\$ 394.00			125
13	Saturday	170					75		245	\$ 274.00	\$125.00		475
14	Sunday	71							71	\$ 153.00			
15	Monday								0				
16	Tuesday	24	62			5	25	57	173	\$ 235.00		\$ 100.00	
17	Wednesday	20	121			12	84	174	411	\$ 419.00			
18	Thursday	32	78					93	203	\$ 264.00			
19	Friday	23				22	17		62	\$ 110.00	\$40.00		
20	Saturday	80					24		104	\$ 369.00	\$110.00		30
21	Sunday	234			34		119		387	\$ 570.00	\$287.00		
22	Monday						35		35			\$ 150.00	15
23	Tuesday	38				4	31		73	\$ 178.00	\$125.00		
24	Wednesday	51		100		8	76		235	\$ 331.50	\$82.50		
25	Thursday	41	93			6			140	\$ 593.00			
26	Friday	11				12	16		39	\$ 42.00	\$40.00		
27	Saturday	49							49	\$ 198.50			
28	Sunday	71							71	\$ 357.00			
29	Monday								0				
30	Tuesday	44				17	73		134	\$ 149.00			
31	Wednesday	25	26			8			59	\$ 165.00			290
TOTAL		1,479	616	100	44	194	1,125	780	4,338	\$ 6,243.50	\$ 1,244.50	\$450	1035

April Total Attendance	4,436
April Outreach	283
April Grand Total Served	4,719

May Total Attendance	4,338
May Outreach	1,035
May Grand Total Served	5,373

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Brown County
Golf Course
Budget Status Report

5/31/2017

	Annual Budget	YTD Budget	YTD %
Personnel	\$ 350,385	\$ 103,649	30%
Operations & Maintenance	\$ 687,494	\$ 236,698	34%
Outlay	\$ -	\$ -	0%
Public Charges	\$ 983,181	\$ 288,444	29%
Miscellaneous Revenue	\$ 59,000	\$ 469	1%

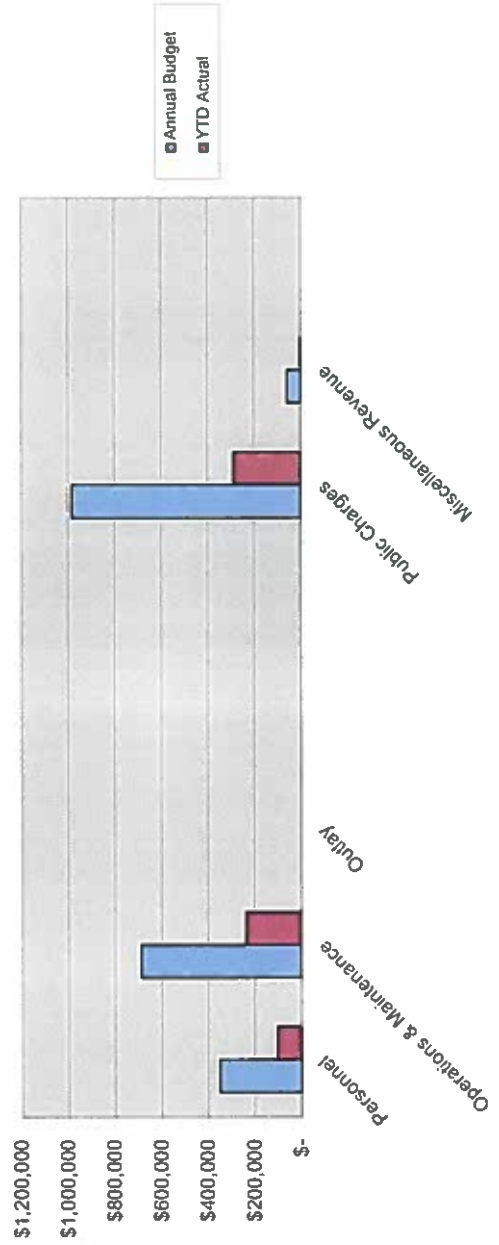
Public Charges consists of the following

Green Fees	\$ 670,000.00	\$ 230,150.00	34%
Cart Fees	\$ 210,000.00	\$ 31,990.00	15%
Concessions	\$ 90,000.00	\$ 26,304.00	29%

HIGHLIGHTS:

The Golf Course is a seasonal operation that operates April through November. All expenses and revenues are well within budgeted amounts.

Golf Course Budget Analysis May 31, 2017



**GOLF COURSE FINANCIAL STATISTICS
For MAY, 2017**



GOLF COURSE REVENUE:

	MAY ROUNDS	MAY REVENUE	YEAR TO DATE ROUNDS	YEAR TO DATE REVENUE
2017	4,801	\$ 104,883.00	7103*	\$ 148,270.51
2016	5,312	\$ 119,507.00	7093**	\$ 154,349.50
2015	5,164	\$ 110,916.00	7766***	\$ 162,971.00

TOTAL SEASON PASS REVENUE	
2017	\$ 126,402.40
2016	\$ 117,571.50
2015	\$ 114,407.66

PRO-SHOP SHARED REVENUE (CARTS):

	MAY COUNTY SHARE	YEAR TO DATE COUNTY SHARE
2017	\$ 18,460.20	\$ 23,746.20
2016	\$ 20,203.30	\$ 25,530.20
2015	\$ 18,916.60	\$ 26,699.80

SAFARI STEAKHOUSE SHARED REVENUE:

	MAY COUNTY SHARE	YEAR TO DATE COUNTY SHARE
2017	\$ 10,127.42	\$ 26,303.83
2016	9,436.11	\$ 23,887.83
2015	9,567.47	\$ 24,360.24

Golf Course Opening Day
 2017 *MAY 10th
 2016 **MAY 15th
 2015 ***MAY 10th

Brown County Library Report

April, 2017



Strategic Priorities

Library Mission:
Brown County Library provides trusted information and resources to connect people, ideas, and community.

County-Wide Successes

The Green Bay Blizzard hosted a library night. Approximately 130 new books were collected by attendees and donated to the library.



UnfilledTown Book and Author Festival, co-hosted by the library, was a great success with several thousand attending.



East Branch Feasibility study was presented by HGA to the Library Board.

Central Library Successes

Elder Project at Langlade School: LHG staff presented the history timeline to the students, then allowed them to interview me for practice.

LHG staff partnered with the Brown County Historical Society to present Digital Photography to the girl scouts as a way to earn their photography badge.

Proto's Cardboard Green Bay – Phase on is complete. Over 64 models were constructed and are on display on the second floor.

TV Trivia: Parks and Recreation - This event was designed to reach millennial and succeeded in attracting 48 attendees. Event included door prizes, books for the winning team and lots of fun! Attendees begged for other programs like this and another trivia event is planned in October for Stranger Things.

LLI Course: Introduction to the Library - 18 attendees

Staff presented information about the library and Overdrive services to the Delta Kappa Gamma Literary Luncheon on 4.15.17

Customer Service staff assisted Bookmobile Bob on his outreach visit at Nicolet Highlands.

Ashwaubenon Branch Successes

An Escape Room program for the YWCA Greater Green Bay after school program I was very successful and well received - another nice partnership.

Pioneer Elementary came for their annual visit bringing 90 third graders, teachers and parents for a storytime, checkout and tour.

The Bookmobile visited for National Bookmobile Day. Several classes (120 kids and teachers) from Valley View came for a tour.

A class on repurposed books that was popular. We have had requests to do it again.

The branch hosted another successful Wii Bowling Tournament between the Southwest and Ashwaubenon Leagues. The Ashwaubenon

Enhance Education for Children	Support Economic Development	Provide a Third Place to Engage Community	Foster Cultural & Diversity Awareness	Management Goal
X	X	X	X	X
X			X	
X			X	
	X	X		
		X		
X	X	X	X	
	X			
X				
X				
		X		
		X		

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Brown County Library Report April, 2017

Library Mission:
Brown County Library provides trusted information and resources to connect people, ideas, and community.

morning team won for the first time! And the Southwest afternoon team took the afternoon trophy.

Denmark Branch Successes

An article about the library Summer Reading Adventure events for teens and tweens appeared in the Middle School Newsletter.

East Branch Successes

Dementia Friendly training for staff: The branch is now a Purple Angle Dementia friendly site.

A woman who checked out a mobile hotspot stated that it will be very helpful in her job search to have this when she needs it.

Sleep wellness program was well attended. Attendees expressed an interest in more health-related topics.

Kress Family Branch Successes

HAMIL-CON! The day had around 400 people attending. The presenters were amazing and the partnerships we made left a positive impression on everyone involved. We hit a range of ages and interests and found people came for all kinds of reasons.

Preservation Series - a series of programs about preserving personal history and heirlooms as well as a look back at the history of De Pere. Over 150 people attended four programs, the highlight being an Antique Appraisal program with Mark Moran, with classic cars on display in the lot. Partnering with local groups and experts helped make this series successful. Mark Moran's visit was sponsored by the Friends.

The majority of the staff participated in the Dementia Friendly training and many took the Overdrive refresher training as well.

Conversation Café group held a discussion about native plants and local ecosystems based on the DVD 'Hometown Habitat: bringing nature home'.

Children's librarian participated in the Howe School Family Night at Central Library, she used her Spanish language skills to help greet families and engage them in activities.

Southwest Branch Successes

Southwest has a regular patron who is taking classes at NWTWC. She is a single mom with three teenagers and has been using library computers and resources regularly during her studies. She came in specifically to tell staff that she had just been chosen for a NWTWC Outstanding Student Award and she wanted to thank the library staff for all of the help that they have provided.

Branch Coordinator conducted 3 training workshops for staff that covered OverDrive basics & troubleshooting and the Silhouette Cutting Machines. 31 staff members attended and there was a lot of excitement about the possibilities with the Silhouette machines.

The Wii bowling season concluded with the annual tournament where the Ashwaubenon and Southwest teams face off.

Arduino was taught to 12 5th graders at Aldo Leopold as part of a special class visit.

The first audience participation movie was held for tweens - The Princess Bride! The participants loved it.

Strategic Priorities

Enhance Education for Children	Support Economic Development	Provide a Third Place to Engage Community	Foster Cultural & Diversity Awareness	Management Goal
		X		
			X	X
	X			
		X		
X		X		
X		X		
	X			
			X	
	X			
X	X	X		
		X		



Brown County Library Report April, 2017

Strategic Priorities

Enhance Education for Children	Support Economic Development	Provide a Third Place to Engage Community	Foster Cultural Awareness & Diversity	Management Goal
<p>Library Mission: Brown County Library provides trusted information and resources to connect people, ideas, and community.</p>				
<p>Weyers-Hilliard Branch Successes After 20 years of providing services, children's librarian, Sue Van Dyck, retired.</p>				
<p>Wrightstown Branch Successes Paint Night: 19 people attended and about 1/2 of the were new faces in the library- people were excited about this and wanted to have this happen again. Lions at the Library: The Lions Club visited multiple times with book donations for the book sale and donated 2 new books and a DVD to the library. Program partnerships are being explored for the future.</p>	X	X		



Brown County Library Report May, 2017

Strategic Priorities

Library Mission:
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County-Wide Successes

The Marketing Team worked with inters over a couple months to develop a template that allows combination of the children's, teen and adult calendars. This new format will hopefully be implemented in the new year.
Administration staff and IT Specialist attended the Camera Corner Connecting Point Tech Expo.
Youth Services staff is gearing up for the Summer reading Adventure by making promotional visits to area schools. Thousands of children are reached through this effort.
The library is partnering with the GB Area Public Schools' summer schools. Each site will be participating in the Library's Summer Reading Adventure. As a result, data will be collected on the effectiveness of reading over the summer months.

Central Library Successes

Staff attended NLS webinar on Decoding Databases. Many "hidden resources" on our website and through Badgerlink.
Department Coordinator attended ACES development day at the Family Childcare Resource Center. ACES stands for adverse childhood experiences and the workshop talked about how ACES can affect your life well into adulthood through your health and emotional stability. It re-framed the question "What is wrong with you?" in regards to adult behaviors into "What happened to you?" Creating a more empathetic and solution-based approach to dealing with difficult patrons.
The first Healthy Baby Fair was held. This event focused on "green" approaches to raising children. Vendors and attendees are looking forward to next year.
Two Mindful Meditation programs saw a total of 41 participants. Customers seemed very satisfied with the program and many asked about more sessions in the future. The presenter was very happy, as well, and offered to lead more meditation programs at the library in the future.

Ashwaubenon Branch Successes

The Princess Tea Party presented five "princesses" for 43 attending children to greet and have tea with.
Pioneer Elementary had its annual drive to bring their students to the library for National Library Week. Kids that completed a handout about good library behavior received a Culver's coupon. 73 students participated.
The two after school programs - Peep Catapults and Trivia & Root beer had over 20 kids in each program.
A new partner for adult programming, the Society for Creative Anachronism is holding their bimonthly dance practices here and opening them to the public.

Denmark Branch Successes

Staff helped a student (Sam) use the library's 3D printer to create a representation of Sweden for a school project. As Sam wanted to use a 3D printer to create a map, and his mother wanted to learn about 3D printing, they came to one of the library's 3D printing programs. Working with staff, they attempted to create a topographical map. Due to the size of Sweden and the capabilities of available (and free) online tools to

Enhance Education for Children	Support Economic Development	Provide a Third Place to Engage Community	Foster Cultural & Diversity Awareness	Management Goal
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				X
X				X
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				X
X				
X				
		X		
		X		
X				

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Brown County Library Report

May, 2017



Strategic Priorities

Library Mission:	Enhance Education for Children	Support Economic Development	Provide a Third Place to Engage Community	Foster Cultural & Diversity Awareness	Management Goal
<p>Library Mission: <i>Brown County Library provides trusted information and resources to connect people, ideas, and community.</i></p> <p>convert geography into 3D models, a model of the shape of Sweden was used instead. The use and setup of the 3D printer was demonstrated by making this project. While that printed, Sam had time to complete the tutorials how to use Tinkercad (an online 3D object creation tool) and he used this knowledge to make a model for a robot (it is saved and can be printed if he visits during our next program). Approximately 500 students from grades K-5 visited the Denmark Branch to learn about Library collections, how to use the library catalog and the upcoming Summer Reading Adventure. Staff presented to middle school students on the Summer Reading Adventure for teens. The assembly, which lasted only 15 minutes, was attended by all of the 6th grade classes. Students and parents from Denmark's Early Childhood Center visited for information about the Summer Reading Adventure. Roughly 85 people attended. They also had the opportunity to sign up for library cards. Staff shared information about Overdrive and many of the library's other online resources to 7 teachers from different locations throughout the district at a professional development opportunity that focused on technology.</p> <p>East Branch Successes Students from Eisenhower and Martin Elementary Schools visited for stories, an educational program and information about the upcoming Summer Reading Adventure. Attendance has been booming for our monthly Monday Movie Matinee. Perhaps this is due to the closure of the budget theatre in the area. This month 30 people watched Hidden Figures.</p> <p>Pulaski Branch Successes Mommy and Me - Mother's Day Out saw 40 attendees who participated in hand massages, make and take beauty products, selfies, snack stations, glam cam and coloring for mom and child.</p> <p>Kress Family Branch Successes Staff has been assisting with the Parent Cafes hosted by the De Pere Health Department. Memory Café established at Kress with the Brown County Memory Café group and volunteers. Hosted a program for the Water's Edge Artists - preservation painters. They presented their art and talked about their artistic recordings of historic or endangered places, after they did a 'plein air' paint-out in Voyager Park. Staff hosted an Escape Room for tweens/teens. It was very successful with all teams and time slots filled before the day of the program. Dickinson Elementary sent all the 1st graders to the library for cards, storytime, tour and checkout. A guest from 'Exceptional Equestrians' presented 'therapeutic equine assisted activities' that help both children and adults with special needs.</p>	X				
	X				
		X			
	X				
			X		
	X		X		
	X		X		
	X				
	X				

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Brown County Library Report May, 2017

Strategic Priorities

Enhance Education for Children		Support Economic Development	Provide a Third Place to Engage Community	Foster Cultural & Diversity Awareness	Management Goal
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Wrightstown Branch Successes

Tea Time had a great turn out and the ladies loved it, while learning about tea.
Foster Care Month, 17 people attended a program on being a foster parent, led by the county's Foster Home Coordinator.

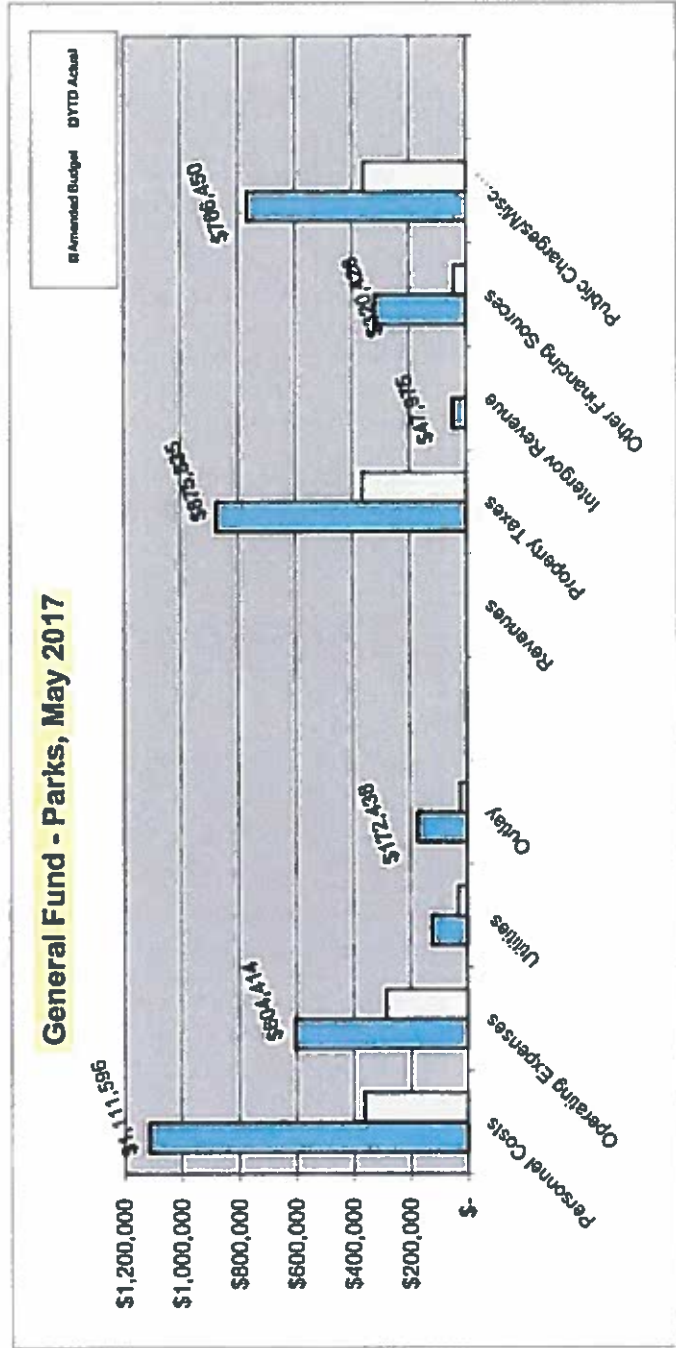
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		X	X	X	

**~Parks General Fund~
Budget Status Report**

5/31/17 - Unaudited

	Amended Budget	YTD Actual	Percent of Budget
Expenses			
Personnel Costs	\$ 1,111,596	361,974	33%
Operating Expenses	\$ 604,414	282,934	47%
Utilities	\$ 122,240	30,701	25%
Outlay	\$ 172,438	22,756	13%
Revenues			
Property Taxes	\$ 875,835	364,931	42%
Intergov Revenue	\$ 47,975	0	0%
Other Financing Sources	\$ 320,428	43,000	13%
Public Charges/Misc. Revenue	\$ 766,450	359,309	47%

General Fund accounts are on track for end of May.





Parks - Unaudited May 2017 General Fund Report

Through 05/31/17
 Prior Fiscal Year Activity Included
 Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 100 - General Fund									
REVENUE									
Property taxes	875,835.00	.00	875,835.00	72,986.25	.00	364,931.25	510,903.75	42	870,693.00
Intergov Revenue	47,975.00	1,439.00	49,414.00	.00	.00	.00	49,414.00	0	88,640.30
Public Charges	762,100.00	.00	762,100.00	41,094.34	.00	356,137.17	405,962.83	47	803,154.00
Miscellaneous Revenue	4,350.00	80,000.00	84,350.00	48,152	.00	3,171.79	81,178.21	4	13,023.00
Other Financing Sources	223,562.00	96,866.00	320,428.00	15,000.00	.00	43,000.00	277,428.00	13	312,070.30
REVENUE TOTALS	\$1,913,822.00	\$178,305.00	\$2,092,127.00	\$129,562.11	\$0.00	\$767,240.21	\$1,324,886.79	37%	\$2,087,580.60
EXPENSE									
Personnel Costs	1,111,596.00	.00	1,111,596.00	90,924.10	.00	361,973.82	749,622.18	33	1,068,328.10
Operating Expenses	726,654.00	81,439.00	808,093.00	84,685.64	284.20	313,635.46	494,173.34	39	674,987.78
Outlay	75,572.00	96,866.00	172,438.00	.00	89,047.16	22,755.65	60,635.19	65	310,171.82
EXPENSE TOTALS	\$1,913,822.00	\$178,305.00	\$2,092,127.00	\$175,609.74	\$89,331.36	\$698,364.93	\$1,304,430.71	38%	\$2,053,487.70
Fund 100 - General Fund Totals									
REVENUE TOTALS	1,913,822.00	178,305.00	2,092,127.00	129,562.11	.00	767,240.21	1,324,886.79	37%	2,087,580.60
EXPENSE TOTALS	1,913,822.00	178,305.00	2,092,127.00	175,609.74	89,331.36	698,364.93	1,304,430.71	38%	2,053,487.70
Grand Totals	\$0.00	\$0.00	\$0.00	(\$46,047.63)	(\$89,331.36)	\$68,875.28	\$20,456.08		\$34,092.90

Grand Totals

REVENUE TOTALS	1,913,822.00	178,305.00	2,092,127.00	129,562.11	.00	767,240.21	1,324,886.79	37%	2,087,580.60
EXPENSE TOTALS	1,913,822.00	178,305.00	2,092,127.00	175,609.74	89,331.36	698,364.93	1,304,430.71	38%	2,053,487.70
Grand Totals	\$0.00	\$0.00	\$0.00	(\$46,047.63)	(\$89,331.36)	\$68,875.28	\$20,456.08		\$34,092.90



Parks - Unaudited Special Revenue Accounts May 2017 Report

Through 05/31/17
Prior Fiscal Year Activity Included

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
Fund 120 - Park Donations										
REVENUE										
Intergov Revenue	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
Miscellaneous Revenue	7,800.00	.00	7,800.00	44.39	.00	184.11	7,615.89	2	2	869.19
Other Financing Sources	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$7,800.00	\$0.00	\$7,800.00	\$44.39	\$0.00	\$184.11	\$7,615.89	2%	2%	\$869.19
EXPENSE										
Operating Expenses	12,000.00	.00	12,000.00	.00	4,545.00	712.39	6,742.61	44	44	17,499.54
Outlay	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$12,000.00	\$0.00	\$12,000.00	\$0.00	\$4,545.00	\$712.39	\$6,742.61	44%	44%	\$17,499.54
Fund 120 - Park Donations Totals										
REVENUE TOTALS	7,800.00	.00	7,800.00	44.39	.00	184.11	7,615.89	2%	2%	869.19
EXPENSE TOTALS	12,000.00	.00	12,000.00	.00	4,545.00	712.39	6,742.61	44%	44%	17,499.54
Fund 120 - Park Donations Totals										
REVENUE TOTALS	(\$4,200.00)	\$0.00	(\$4,200.00)	\$44.39	(\$4,545.00)	(\$528.28)	\$873.28			(\$16,630.35)
Fund 121 - Boat Landing										
REVENUE										
Public Charges	115,250.00	.00	115,250.00	12,183.49	.00	46,308.66	68,941.34	40	40	112,184.06
Miscellaneous Revenue	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$115,250.00	\$0.00	\$115,250.00	\$12,183.49	\$0.00	\$46,308.66	\$68,941.34	40%	40%	\$112,184.06
EXPENSE										
Operating Expenses	140,285.00	.00	140,285.00	10,011.33	.00	20,760.91	119,524.09	15	15	112,420.91
Outlay	94,500.00	.00	94,500.00	25,444.50	74.50	25,444.50	68,981.00	27	27	.00
EXPENSE TOTALS	\$234,785.00	\$0.00	\$234,785.00	\$35,455.83	\$74.50	\$46,205.41	\$188,505.09	20%	20%	\$112,420.91
Fund 121 - Boat Landing Totals										
REVENUE TOTALS	115,250.00	.00	115,250.00	12,183.49	.00	46,308.66	68,941.34	40%	40%	112,184.06
EXPENSE TOTALS	234,785.00	.00	234,785.00	35,455.83	74.50	46,205.41	188,505.09	20%	20%	112,420.91
Fund 121 - Boat Landing Totals										
REVENUE TOTALS	(\$119,535.00)	\$0.00	(\$119,535.00)	(\$23,272.34)	(\$74.50)	\$103.25	(\$119,563.75)			(\$236.85)
Fund 122 - Cross Country Ski										
REVENUE										
Public Charges	34,000.00	.00	34,000.00	.00	.00	14,977.12	19,022.88	44	44	48,483.36
Miscellaneous Revenue	25.00	.00	25.00	.00	.00	45.00	(20.00)	180	180	30.00
REVENUE TOTALS	\$34,025.00	\$0.00	\$34,025.00	\$0.00	\$0.00	\$15,022.12	\$19,002.88	44%	44%	\$48,513.36
EXPENSE										
Operating Expenses	42,050.00	.00	42,050.00	23.30	.00	2,708.97	39,341.03	6	6	17,340.90
Outlay	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	0	9,855.51
EXPENSE TOTALS	\$62,050.00	\$0.00	\$62,050.00	\$23.30	\$0.00	\$2,708.97	\$59,341.03	4%	4%	\$27,196.41
Fund 122 - Cross Country Ski Totals										
REVENUE TOTALS	34,025.00	.00	34,025.00	.00	.00	15,022.12	19,002.88	44%	44%	48,513.36



Parks - Unaudited Special Revenue Accounts May 2017 Report

Through 05/31/17

Prior Fiscal Year Activity Included

Account Classification	Adopted Budget	Amendments	Budget	Amended Budget	Current Month Transactions	Encumbrances	YTD	YTD Transactions	Budget - YTD	% Used/	Prior Year Total
	62,050.00	.00	62,050.00	(\$28,025.00)	23.30	.00	2,708.97	\$12,313.15	(\$9,341.03)	4%	27,196.41
Fund 122 - Cross Country Ski Totals											
EXPENSE TOTALS											
Fund 123 - Park Land & Building Acquisition											
REVENUE											
Public Charges	43,000.00	.00	43,000.00	.00	.00	.00	12,600.00	30,400.00	29	+++	9,700.00
Miscellaneous Revenue	.00	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
Other Financing Sources	.00	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$43,000.00	\$0.00	\$43,000.00	\$0.00	\$0.00	\$0.00	\$12,600.00	\$30,400.00	29%	+++	\$9,700.00
EXPENSE											
Operating Expenses	7,000.00	.00	7,000.00	.00	.00	.00	.00	7,000.00	0	0	.00
Outlay	10,670.00	.00	10,670.00	.00	.00	.00	.00	10,670.00	0	0	.00
EXPENSE TOTALS	\$17,670.00	\$0.00	\$17,670.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,670.00	0%	0%	\$0.00
Fund 123 - Park Land & Building Acquisition Totals											
REVENUE TOTALS	43,000.00	.00	43,000.00	.00	.00	.00	12,600.00	30,400.00	29%	+++	9,700.00
EXPENSE TOTALS	17,670.00	.00	17,670.00	.00	.00	.00	.00	17,670.00	0%	0%	.00
Fund 123 - Park Land & Building Acquisition Totals											
REVENUE TOTALS	\$25,330.00	\$0.00	\$25,330.00	\$0.00	\$0.00	\$0.00	\$12,600.00	\$12,730.00	29%	+++	\$9,700.00
Fund 124 - Rails to Trails											
REVENUE											
Intergov Revenue	.00	20,000.00	20,000.00	.00	.00	.00	.00	20,000.00	0	0	.00
Public Charges	95,600.00	.00	95,600.00	16,227.92	.00	.00	28,108.34	67,491.66	29	+++	92,542.02
Miscellaneous Revenue	1,000.00	.00	1,000.00	2,787.60	.00	.00	5,498.60	(4,498.60)	550	+++	13,268.15
Other Financing Sources	.00	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$96,600.00	\$20,000.00	\$116,600.00	\$19,015.52	\$0.00	\$0.00	\$33,606.94	\$82,993.06	29%	+++	\$105,810.17
EXPENSE											
Operating Expenses	110,175.00	15,000.00	125,175.00	9,941.94	.00	.00	38,240.87	86,934.13	31	+++	66,091.43
Outlay	30,000.00	40,000.00	70,000.00	27,066.50	.00	.00	27,066.50	42,933.50	39	+++	.00
EXPENSE TOTALS	\$140,175.00	\$55,000.00	\$195,175.00	\$37,008.44	\$0.00	\$0.00	\$65,307.37	\$129,867.63	33%	+++	\$66,091.43
Fund 124 - Rails to Trails Totals											
REVENUE TOTALS	96,600.00	20,000.00	116,600.00	19,015.52	.00	.00	33,606.94	82,993.06	29%	+++	105,810.17
EXPENSE TOTALS	140,175.00	55,000.00	195,175.00	37,008.44	.00	.00	65,307.37	129,867.63	33%	+++	66,091.43
Fund 124 - Rails to Trails Totals											
REVENUE TOTALS	(\$43,575.00)	(\$35,000.00)	(\$78,575.00)	(\$17,992.92)	\$0.00	\$0.00	(\$31,700.43)	(\$46,874.57)	29%	+++	\$39,718.74
Fund 125 - Veteran's Memorial Complex Lease											
REVENUE											
Public Charges	.00	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	+++	\$0.00
EXPENSE											
Operating Expenses	.00	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	+++	\$0.00



Parks - Unaudited Special Revenue Accounts May 2017 Report

Through 05/31/17

Prior Fiscal Year Activity Included

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Budget - YTD % Used/ Transactions	Prior Year Total
Fund 125 - Veteran's Memorial Complex Lease Totals								
REVENUE TOTALS	.00	.00	.00	.00	.00	.00	.00	.00
EXPENSE TOTALS	.00	.00	.00	.00	.00	.00	.00	.00
Fund 125 - Veteran's Memorial Complex Lease Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund 415 - Fairground Improvement Plan								
REVENUE								
Miscellaneous Revenue	.00	.00	.00	.00	.00	.00	.00	.00
Other Financing Sources	.00	.00	.00	.00	.00	219.06	(219.06)	300,000.00
REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$219.06	(\$219.06)	\$300,000.00
EXPENSE								
Operating Expenses	.00	.00	.00	.00	.00	.00	.00	287,641.43
Outlay	.00	2,630.00	2,630.00	.00	.00	2,848.75	(218.75)	9,728.88
EXPENSE TOTALS	\$0.00	\$2,630.00	\$2,630.00	\$0.00	\$0.00	\$2,848.75	(\$218.75)	\$297,370.31
Fund 415 - Fairground Improvement Plan Totals								
REVENUE TOTALS	.00	.00	.00	.00	.00	219.06	(219.06)	300,000.00
EXPENSE TOTALS	.00	2,630.00	2,630.00	.00	.00	2,848.75	(218.75)	297,370.31
Fund 415 - Fairground Improvement Plan Totals	\$0.00	(\$2,630.00)	(\$2,630.00)	\$0.00	\$0.00	(\$2,629.69)	(\$0.31)	\$2,629.69
Fund 643 - Adventure Park								
REVENUE								
Public Charges	265,600.00	.00	265,600.00	20,733.53	.00	36,659.70	228,940.30	217,521.23
Miscellaneous Revenue	.00	.00	.00	(374.46)	.00	(251.44)	251.44	23.86
Other Financing Sources	.00	.00	.00	.00	.00	.00	.00	.00
REVENUE TOTALS	\$265,600.00	\$0.00	\$265,600.00	\$20,409.07	\$0.00	\$36,408.26	\$229,191.74	\$217,545.09
Personnel Costs	154,080.00	.00	154,080.00	9,686.17	.00	34,177.93	119,902.07	157,666.44
Operating Expenses	110,520.00	.00	110,520.00	5,221.99	1,500.00	32,372.75	76,647.25	68,534.15
Outlay	.00	.00	.00	.00	.00	.00	.00	.00
EXPENSE TOTALS	\$264,600.00	\$0.00	\$264,600.00	\$14,908.16	\$1,500.00	\$66,550.68	\$196,549.32	\$226,200.59
Fund 643 - Adventure Park Totals								
REVENUE TOTALS	265,600.00	.00	265,600.00	20,409.07	.00	36,408.26	229,191.74	217,545.09
EXPENSE TOTALS	264,600.00	.00	264,600.00	14,908.16	1,500.00	66,550.68	196,549.32	226,200.59
Fund 643 - Adventure Park Totals	\$1,000.00	\$0.00	\$1,000.00	\$5,500.91	(\$1,500.00)	(\$30,142.42)	\$32,642.42	(\$8,655.50)
Grand Totals								
REVENUE TOTALS	562,275.00	20,000.00	582,275.00	51,652.47	.00	144,349.15	437,925.85	794,621.87
EXPENSE TOTALS	731,280.00	57,630.00	788,910.00	87,395.73	6,119.50	184,333.57	598,456.93	746,779.19
Grand Totals	(\$169,005.00)	(\$37,630.00)	(\$206,635.00)	(\$35,743.26)	(\$6,119.50)	(\$39,984.42)	(\$160,531.08)	\$47,842.68

Ginger Renier
5611 South County Road P
Denmark, WI 54208
renierapp@gmail.com

May 29th, 2017

Brown County Board
C/O Make Kriese, Brown County Parks
PO Box 23600
Green Bay, WI 54305
[Kriese MM@co.brown.wi.us](mailto:Kriese_MM@co.brown.wi.us)

Dear Brown County Board:

My name is Ginger Renier, I am the current President of Friends of Neshota Park and a taxpayer in Brown County. I work with the Denmark Memory Café which is a non-profit 501©3 organization in Northeastern Wisconsin. We work closely with the Brown County Memory Café and County Aging and Disability Resources Center (ADRC) to provide a comfortable, inviting setting for those with early memory loss to experience sensory experiences.

We would like to request a fee waiver for a one time use of the Neshota Park for a Memory Café event on Thursday, July 20th from 1:00 P.M. to 3:30 P.M. We know all the natural resource and outdoor beauty benefits that could benefit our guest during this café if held at Neshota Park. Yet, the fee for rental would be very steep for our non-profit group which would hinder us from using your fabulous park.

Seven of the core charter Friends of Neshota Park members are volunteers with the Memory Café in Denmark and familiar with the park, expectations. We would be happy to clean the shelter before and after the event so no Brown County resources would need to be allocated for our rental. We all log numerous volunteer hours assisting with the park betterment including fundraising for new playground equipment and creating a pollinator habitat. We are requesting a fee waiver for use of the shelter during this time as memory café guest will be greeted, socialize then enjoy the park with assistance and guidance from our Friends of Neshota Park members.

Thank you for considering my request, if you have any questions, please do not hesitate to contact me at the information stated above.

Sincerely,

Ginger Renier

Ginger Renier



**BROWN COUNTY SHERIFF'S OFFICE AND
PARKS DEPARTMENT
NOTICE OF COUNTY PARKS BAN**



COMPLETE THESE SECTIONS FOR ALL PROPERTIES

NAME		DOB	
ADDRESS	PHONE NUMBER	INCIDENT NUMBER (if applicable)	REPORT NUMBER (if applicable)

On _____ at approximately _____ you were observed at _____ violating Brown County Parks Rules and Regulations, or engaged in other illegal activity.

Specifically, you were observed:

Because of the behavior listed above, and/or other history of policy violations at Brown County Parks, you are hereby banned from all parks in the Brown County Parks Department System for the period of time specified.

As a result of this ban, you are further informed that, on behalf of Brown County, during the period of the ban you do not have permission to be at any County Park or Park facility and that if you fail to leave or return to the Park(s) or Park facility(s) during the period of the ban that you will be trespassing and subject to an ordinance or statutory enforcement action. The Director of Parks or the designee ("Director") will review this decision and notify you within ten (10) days of receipt of this notice from the Sheriff's Office or Park Ranger if the ban is rescinded or modified. You may contact the Director at 920-448-6242 if you have any questions regarding this ban or would like to provide additional information for the Director to include during the Director's review.

To appeal the Director's decision, you may file a written request with the Brown County Parks Department (PO Box 23600, Green Bay, Wisconsin, 54305) within ten (10) days of receiving the Director of Parks determination. The Education and Recreation Committee shall hold a hearing on your appeal during which you may be represented by counsel, may present evidence, and may call and examine witnesses and cross-examine witnesses of the County. The failure to appear at the Education and Recreation Committee hearing shall constitute a withdrawal of the appeal. After considering the evidence, the Committee may uphold, rescind or modify the terms and conditions of the ban. The decision of the Committee shall be reviewable by certiorari in Brown County Circuit Court within thirty (30) days of your receipt of the final determination.

Until such time as a ban has been rescinded or modified by the Director, or rescinded or modified on appeal by the Education and Recreation Committee, you are subject to the terms and conditions of the ban.

**YOU ARE BANNED FROM ALL PARKS IN THE BROWN COUNTY SYSTEM INCLUDING
FAIRGROUNDS, CAMPGROUNDS, RECREATIONAL TRAILS, REFORESTATION CAMP, AND BOAT LAUNCHES.**

PERIOD OF BAN: ****THIS WILL EXPIRE 6 MONTHS FROM DATE OF ISSUE****

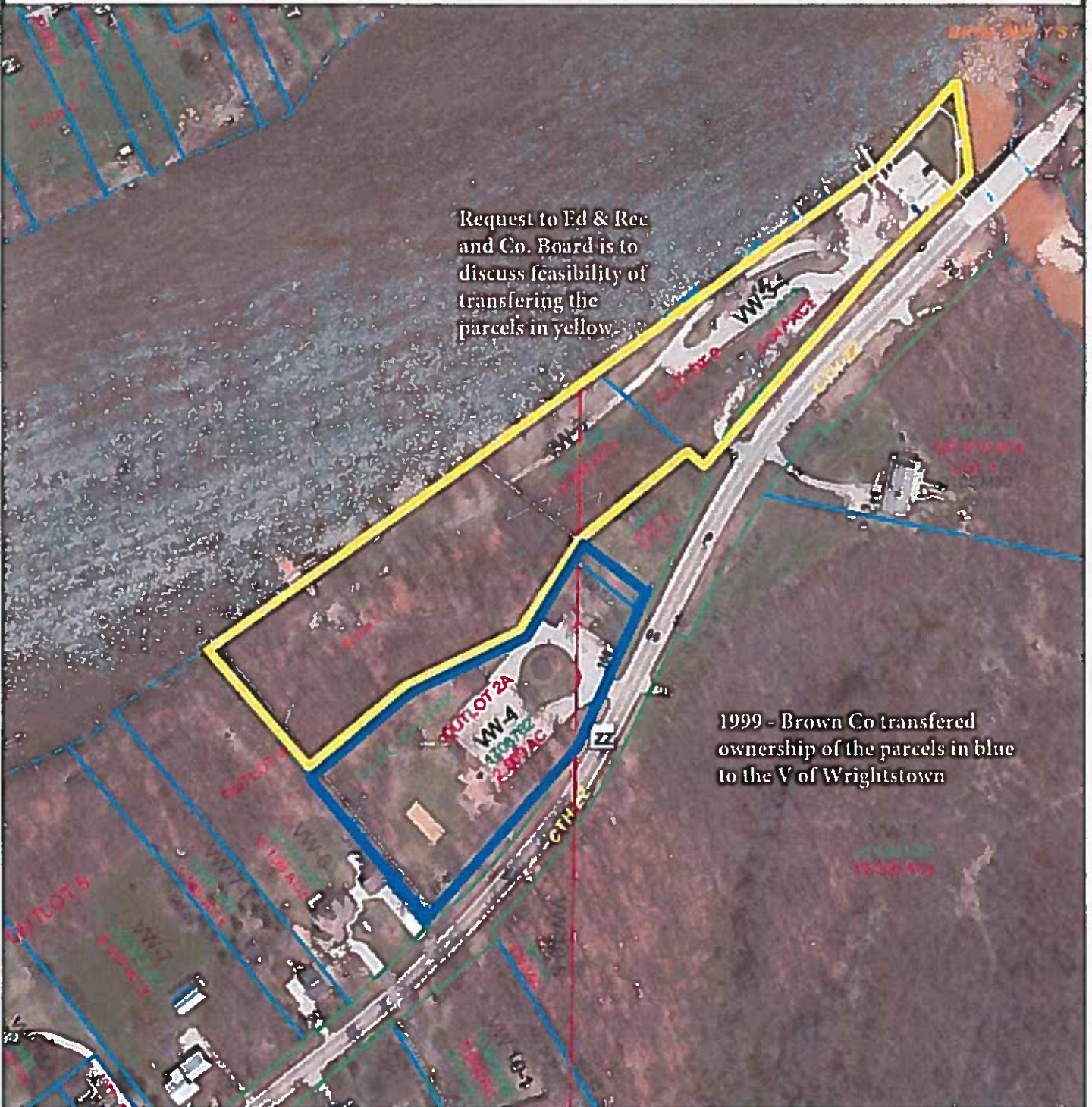
PERSON IMPOSING BAN: _____

ISSUED DATE: _____

NOTIFIED BY: _____ NOTIFIED DATE: _____

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Wrightstown County Park



Map provided by the Brown County Planning & Land Services Department - Land Information Office (LIO)

A map key (legend) and other information about this map is available at: maps.gis.co.brown.wi.us

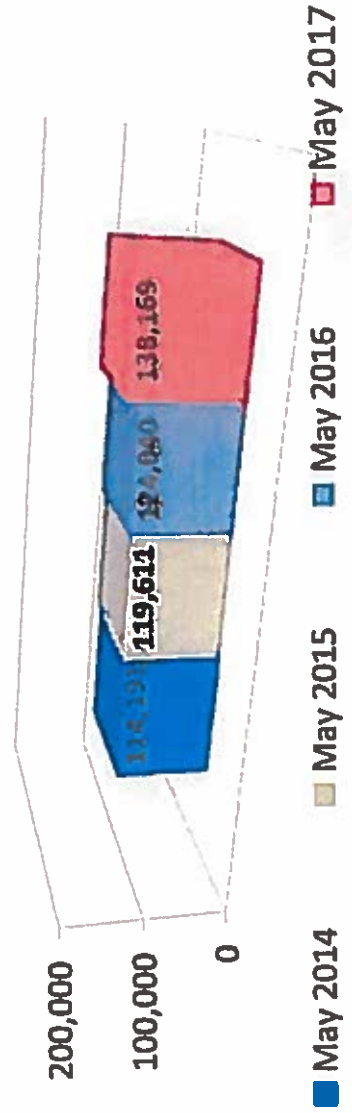
This map is intended for advisory purposes only. It is based on sources believed to be reliable, but Brown County distributes this information on an "As Is" basis. No warranties are implied. Boundaries shown on this map are general representations only and should not be used for legal documentation, boundary survey determinations, or other property boundary issues.

06/20/2017
Scale 1:2400

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BROWN COUNTY PARK USAGE - ATTENDANCE SUMMARY

<u>Park Location</u>	<u>May 2014</u>	<u>May 2015</u>	<u>May 2016</u>	<u>May 2017</u>
Adventure Park	1,877	1,603	1,409	1,189
Barkhausen	7831	9879	11288	17772
Bay Shore Park	12380	10430	14934	14221
Brown County Park / Dog Park	2927	2947	3190	3990
Fairgrounds	11875	16844	11676	11199
Fonferek's Glen	1685	1935	2250	3280
Fox River Trail	15113	17067	9487	10520
Lily Lake	1770	2311	2963	2340
Mountain-Bay Trail	3324	1262	3408	2640
Neshota Park	2217	3204	3558	2721
Pamperin Park	24005	17426	26240	29313
Reforestation Camp	18234	19400	24027	24835
Suamico Boat Launch	5452	7638	4739	5,174
Way-Morr Park	1600	2605	2362	2790
Wequiock Falls	1921	1505	812	2290
Wrightstown Park	1980	3555	1697	3895
Yearly Grand Totals	114,191	119,611	124,040	138,169





L.H. Barkhausen Waterfowl Preserve's

Monthly Highlights

May 2017



Highlights

- ⇒ Andrew Pieper started as the new Park Educator at Barkhausen
- ⇒ The North Impoundment Restoration project was completed and looks amazing. It will be in full operation by next spring when it will be flooded for waterfowl
- ⇒ School Spring programs continued, with every day available booked
- ⇒ The Women Empowerment program continues to get positive feedback
- ⇒ Suamico Boat Launch was very busy with several tournaments in the area and good fishing
- ⇒ Bayport High School FFA came out to help remove buckthorn from the park
- ⇒ Staff attended DOTS training, using technology for educational programs
- ⇒ Staff did several live shots on Channel 5 and on Fox 11
- ⇒ Classroom was used for Trapper Educator course conducted through the DNR
- ⇒ Additional Kayak programs were created to keep up with demand
- ⇒ Staff attended Kewaunee Rural Safety Days to talk about poisonous plants and animals
- ⇒ Many geese and ducks had successful nesting seasons with gosling and ducklings seen in big numbers
- ⇒ Northern pike fry were caught in both spawning marshes off Lineville Road, showing those areas were used successfully this spring

School Programs Held

- ⇒ 14 different schools
- ⇒ 1100+ students attended
- ⇒ 4 different program types
- ⇒ Grades 4K-4th

Public Programs Held

Frog Hike

- ⇒ 33 people attended
- ⇒ Cold weather dropped attendance slightly but still got great positive feedback

Boy/ Girl Scout Programs

- ⇒ Girl Scouts held a training session for leaders and an open house of new scouts
- ⇒ Group Camp was used by Boy Scouts for one night

Upcoming Public Programs/Events

Frog Hike

- ⇒ June 2nd and 3rd
- ⇒ Both were fully booked a week prior

Kayak 101

- ⇒ June 15th—Full

Cat Island Kayak Tour

- ⇒ June 23rd

Aldo Leopold Legacy Day

- ⇒ June 3rd
- ⇒ Staff will have a tent setup at the event

Kite Fest

- ⇒ June 24th
- ⇒ Staff will have a tent setup at the event

Reforestation Camp & Adventure Park

Monthly Highlights

May 2017

Reforestation Camp Highlights

- ⇒ Hosted annual "WEMS" bike race sponsored by Friends of the Reforestation Camp on May 27th.
- ⇒ Coordinated multiple horse trail signage project. All work was proposed and performed by volunteer members of the FoRC.
- ⇒ Coordinated mountain bike trail projects including, general trail clean-up and pruning, leaf blowing, as well as a mountain bike trail re-route project to repair a washed out section.
- ⇒ Continue ongoing planning in preparation for full trail signage project to take place this spring/summer.
- ⇒ Coordinated multiple eagle scout work days. Matt Ascher completed rebuilding ski trail shelters. We have other Boy Scouts working on Trail Map houses, Ski Racks, Bike Racks and Benches for the park.
- ⇒ All Park staff attended staff training May 30th.
- ⇒ Parks staff performed ongoing maintenance to facilities, trails, parking lots, general park areas, septic operations, completed monthly work orders etc.

Adventure Park Highlights

- ⇒ May attendance was down compared to last year. We had a couple of weekends that were complete rain outs.
- ⇒ Mothers day attendance was great with around 225 participants at the Adventure Park.
- ⇒ Adventure Park Membership sales continue to increase along with general Membership attendance is increasing. Regular participants seem to be really happy with the year round adventure opportunities onsite.
- ⇒ Conducted annual adventure park staff training May 22-26th. However continue ongoing hiring and training.
- ⇒ Implemented online ticket sales and reservations for Adventure Park through existing POS(Altru).
- ⇒ Coordinated Adventure Park marketing video project, organized video shoots etc.

Upcoming Public Programs/Events

Meijer Fathers Day

- ⇒ June 18th, Fathers Zip for 1/2 price

"Adventure Park Operations and Programs

- ⇒ May programs went well with a total of 13 groups and 333 participants in attendance. June continues to book steadily with group programs.

Adventure Park Admissions-Per Caps

Attendance 2017

MONTH	16 Zoo Att.	16 AP Att.	17 Zoo Att.	17 AP Att. %
January		Closed	553	30(5.4%)
February		Closed	3,385	70(2%)
March	8,728	65(.7%)	3,941	11(.2%)
April	16,807	472(2.8%)	20,820	911(4.3%)
May	36,057	1413(3.9%)	32,285	1184(%3.6)
June	36,346	2768(7.6%)		
July	36,937	3181(8.6)		
August	33,756	3763(11.14%)		
September	15,804	1220(7.7%)		
October	15,536	1130(7.2%)		
November	12022(7150 zoo)	51(.4%)		
December	1225	56(4.5%)		
TOTAL	201,196	-		

MONTH	2016	2016	2017	2017
	\$Admission\$	PER CAP	\$Admission\$	PER CAP
January	Closed	Closed	\$300.00	\$10.00
February	Closed	Closed	\$700.00	\$10.00
March	\$731.00	\$11.25	\$115.00	\$10.45
April	\$6,327.00	\$13.90	\$14,530.75	\$15.95
May	\$23,579.80	\$16.68	\$17,093.00	\$14.44
June	\$36,959.00	\$13.35		
July	\$43,792.00	\$13.76		
August	\$57,495.00	\$15.28		
September	\$21,160.00	\$17.35		
October	\$14,840.00	\$13.13		
November	\$846.00	\$16.50		
December	\$662.00	\$11.82		
TOTAL	206,391.80	\$14.30	\$31,623.75	\$12.17

PARK MAINTENANCE AND DUTIES

- Pamperin Staff had 13 picnic tables stained by volunteers.
- Pamperin was liquid edged to eliminate weed whipping. County Road RK was also edged to save on mowing times.
- The Gazebo was fully mulched and weeded and the entire area was fertilized.
- Planted the annual flowers in the Hall gardens
- Removed and chipped two trees from Pamperin
- Several grass areas were reseeded, roped off, and maintained to ensure growth.
- All of Pamperin gardens were prepared and planted for the season.
- Hosted over 30 rentals, including the Dance Hall, East hall, Gazebo garden and grounds rental.
- Fonferek had several days of enforcement.
- State Trail Rangers inspected the trails and daily enforcement is being done.
- Park staff had training on Bloodborne Pathogens, Hearing testing, Customer Service, PPE, JSI, Trailer Operation, and Cleaning Supply Uses.

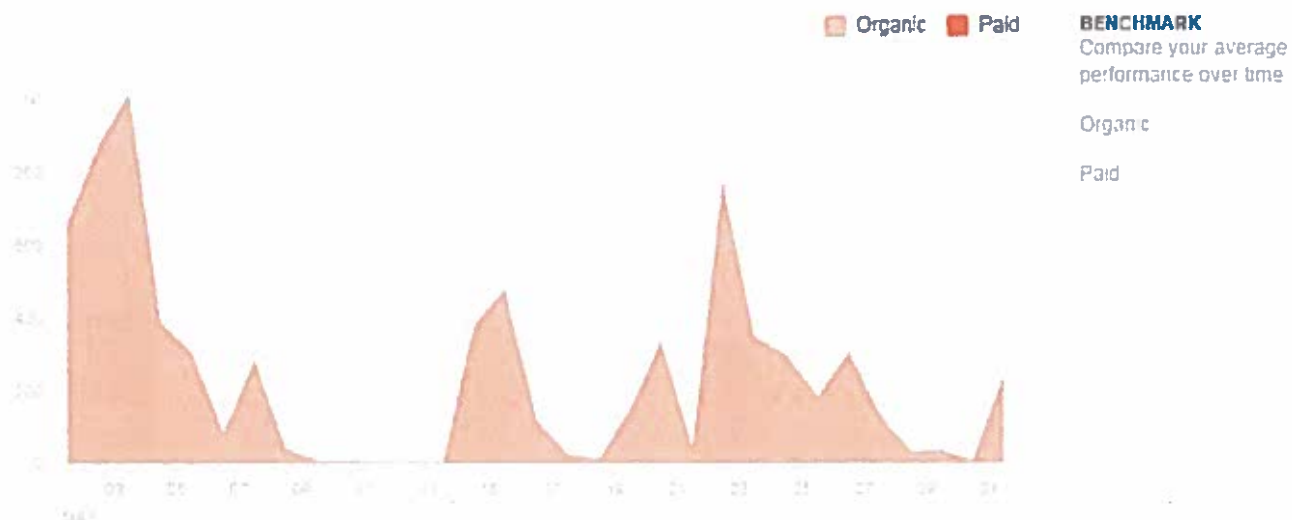
SOCIAL MEDIA

May 2017

- Online sales saw 1,971 users with 30,351 page views. For the month we were up 61%.
- In May we averaged just over 3 posts per week. On average just over 400 people saw each post. One post saw over 1,000 people and we had 8,075 people see any content associated with your Facebook Page.
- We had 1,530 people engaged on our posts with 5 days of over 180 daily engaged users.
- Brown County Parks is now on Twitter. @BCParksWI and the top tweet was about the National Trails Day which had the potential of reaching over 2,400 people.

Post Reach

The number of people your posts were served to





WHAT IS GOING ON AND
WHAT JUST HAPPENED
AT THE PARKS



WHAT'S HAPPENING IN JUNE

- Youth Archery – June 12,14 and 19th Barkhausen
- National Trails Day—June 3-4
- Bay Shore Sunset Hike—June 24 6:30 pm

WHAT JUST HAPPENED IN MAY

- Parkeology - May 20th Pamperin Park.
- Let's go Froggin - May 19th
- Park Locations— All park areas were opened and fully operational.



Assistant Director – June Report

General Parks:

- 194 building/grounds reservations took place in the parks during May
- Currently we have 56 staff members working – (43 LTE and 13 Full Time)=full staff level
- Staff training has been completed
- 2018 budget development has begun
- Replacement skid steer has been ordered
- Heavy rain and wind damage resulted in unexpected cleanup and tree service expenses
 - June 15th – 19th staff removed 46 trees on state trails and another 25+ through the park system. The worst being on the Mt Bay Trail in Pulaski and Barkhausen. Final cleanup effort will continue for several weeks
- Vending trailer is operation. A vinyl trailer wrap will be sponsored by a local sign shop
- 19 trees were donated through the Packers First Downs for Trees programs – they have been planted in the parks and golf course

Adventure Park:

- Developing a promotional video, including drone footage, for marketing which will highlight group activities, team building, pay to play options, and more.
- May attendance and admissions were slightly below 2016 due to weather
- Group programs and membership packages have increased
- Staff will be developing an emergency brake device to the zip line as required by ACCT – no injuries have occurred on our course without this device

Bay Shore:

- Wind resulted in a tree falling on a camper and truck, no personal injuries were reported
- Began development/replacement of breakwall and pier with engineers and WDNR and NRDA
- Visitor Center/fish cleaning station plans will be developed within two years based on the CIP schedule
- Camp Host service will increase customer services by selling ice and firewood

Fairgrounds:

- Rettler Corporation has been hired to develop the master plan
 - Committee and community meetings will be scheduled soon
- The Fair Board will be installing permanent electrical service to the dirt track and horse ring, fully funded by their organization.

Pamperin Park:

- LED lighting audit was completed – Implementation will occur over several years, resulting in a 1.8 year pay back

COMPLEX ATTENDANCE FOR THE BROWN COUNTY VETERANS MEMORIAL COMPLEX					
May-17	Date	Building	2017	2016	2016 Date
Discover the Dinosaurs	May 20, 2017	ARENA	2210	N/A	
Discover the Dinosaurs	May 21, 2017	ARENA	2322	N/A	
WAMO State Dart Tournament		ARENA		731	May 11 2016
WAMO State Dart Tournament		ARENA		2800	May 12 2016
WAMO State Dart Tournament		ARENA		3700	May 13 2016
WAMO State Dart Tournament		ARENA		3290	May 14 2016
WAMO State Dart Tournament		ARENA		1600	May 15 2016
ARENA TOTAL			4,532	12,121	
YMCA Healthy Kids Day	May 6, 2017	SHOPKO	2346	2400	
Discover the Dinosaurs	May 20, 2017	SHOPKO	2210		
Discover the Dinosaurs	May 21, 2017	SHOPKO	2322		
WAMO State Dart Tournament		SHOPKO		731	May 11 2016
WAMO State Dart Tournament		SHOPKO		2800	May 12 2016
WAMO State Dart Tournament		SHOPKO		3700	May 13 2016
WAMO State Dart Tournament		SHOPKO		3290	May 14 2016
WAMO State Dart Tournament		SHOPKO		1600	May 15 2016
Swim, Spa, Hot Tub and Sauna Sale		SHOPKO		50	May 20 2016
Swim, Spa, Hot Tub and Sauna Sale		SHOPKO		50	May 21 2016
Swim, Spa, Hot Tub and Sauna Sale		SHOPKO		50	May 22 2016
SHOPKO HALL TOTAL			6,878	14,671	
Blizzard Football	May 6, 2017	RESCH	2734	1970	
Blizzard Football	May 13, 2017	RESCH	1656	1856	
NWTC Graduation	May 19, 2017	RESCH	5261	4729	
Jehovah Witness Convention	May 26, 2017	RESCH	6165	6309	
Jehovah Witness Convention	May 27 2017	RESCH	6340	6688	
Jehovah Witness Convention	May 28 2017	RESCH	6282	6660	
Carrie Underwood		RESCH		9404	May 5, 2016
Boston		RESCH		5392	May 22 2016
WWE		RESCH		6377	May 30 2016
RESCH CENTER TOTAL			28,438	49,385	
TOTAL FOR MAY 2017			39,848	76,177	