

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

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Education & Recreation Committee** was held on Thursday, February 5, 2009 in Room 200 of the Northern Building – 305 East Walnut Street, Green Bay WI

Present: John VanderLeest-Chair; Jesse Brunette, Adam Warpinski
Excused: Kathy Johnson, Pat Wetzel
Also Present: Bill Dowell, Doug Hartman, Jon Rickaby, Matt Kriese
Maria Fischer, Neil Anderson, Scott Anthes
Lynn Stainbrook, Lori Denault, Terry Watermolen
Gene Umberger, Jayme Sellen, Supervisor Carole Andrews

I The meeting was called to order by Chairman John VanderLeest at 5:52 p.m.

II. **Approve/Modify Agenda:**

Item #6 was taken out of order, although shown in proper format here.

Motion made by Supervisor Warpinski and seconded by Supervisor Brunette to approve as modified. MOTION APPROVED UNANIMOUSLY

III. **Approve/Modify Minutes of January 8, 2009:**

Motion made by Supervisor Warpinski and seconded by Supervisor Brunette to approve. MOTION APPROVED UNANIMOUSLY

1. **Review Minutes of:**

- a. **Library Board (12/11/08)**
- b. **Museum Governing Board (12/15/08)**

Motion made by Supervisor Warpinski and seconded by Supervisor Brunette to receive and place on file 1a & 1b. MOTION APPROVED UNANIMOUSLY

Resch Centre/Arena/Shopko Hall:

2. **Arena Event Attendance (December 2008):**

Motion made by Supervisor Warpinski and seconded by Supervisor Brunette to receive and place on file. MOTION APPROVED UNANIMOUSLY

Library:

3. **Director's Report:**

Lynn Stainbrook highlighted the following activities during the last reporting period:

- Emergency procedures and operations have been updated at the request of Supervisor Scray. A booklet has been created and is available in the County Board/County Clerk's offices or through Library Director Stainbrook.
- A written report was distributed (attached). Ms. Stainbrook highlighted the fact that DVD's have been converted from a double to a single box packaging system for quicker turnaround and customer convenience.
- Several staff members from all locations attended a NFLS training session on Microsoft Word Basics and Excel.
- Supervisors Brunette, Wetzel, and VanderLeest attended a presentation at the Central Library with the architect. Library Board President, Terry Watermolen, Ms. Stainbrook, and Supervisor VanderLeest will meet with the County Executive tomorrow, 2/6/09, to further discuss the project. In addition, Ms. Stainbrook has visited Madison legislatures requesting their support in the State economic stimulus package.

(See written report attached for Branch activities)

Motion made by Supervisor Warpinski and seconded by Supervisor Brunette to receive and place on file. MOTION APPROVED UNANIMOUSLY

(#6 on the agenda taken next)

Museum:

4. Attendance & Admissions December 2009:

Gene Umberger reported that considering cold weather during the month of December, attendance and admissions went well.

Motion made by Supervisor Warpinski and seconded by Supervisor Brunette to receive and place on file. MOTION APPROVED UNANIMOUSLY

5. Museum Report Covering January 2009:

Mr. Umberger highlighted activities during the month of January (attached):

- Amazing Feats of Aging will be held January 31 – May 3rd. A \$5,500 grant was received from MetLife Foundation, the National Tour Sponsor, to support a range of events such as supplies, discounted admission fees, etc.
- Fighting the Fires of Hate exhibit closed in January
- The Experience of a Holocaust Survivor, presented by Henry Golde was held on January 10th and 31st
- WFRV CBS 5 have offered promotional spots

2008 Year-To-Date Museum Visitor Satisfaction Survey Results were distributed and are attached. Information relates to customer service, exhibits, hours, facilities & grounds, programs, gift shop, finding your way in the Museum, and the Discovery Room

Chairman VanderLeest indicated that he would like to hold a meeting of this committee at the Museum in Spring to see the Green Bay Packer exhibit.

**Motion made by Supervisor Brunette and seconded by Supervisor Warpinski to receive and place on file.
MOTION APPROVED UNANIMOUSLY**

Parks:

6. **Approval of RFP for Condition Assessments and Related Services for Libraries (to be distributed at meeting):**

Bill Dowell referred to the RFP which was distributed and available in the County Clerk and County Board office. He explained that it is a preliminary design for the library project, which now includes an energy audit. The Library has worked with a consultant to develop the basis for the document. It addresses the condition of the Central Library as well as the branches and gives recommendations as to what systems should be updated immediately and which can wait.

Motion made by Supervisor Warpinski and seconded by Supervisor Brunette to approve. MOTION APPROVED UNANIMOUSLY
(Back to #4 on the agenda)

7. **Request for Budget Transfer (#09-06): Increase in Expenditures with Offsetting Increase in Revenue: Suamico River Snowmobile Bridge – WDNR Grant to be spent to construct bridge over Suamico River to be used for the State-Funded Snowmobile Trail System:**

This WDNR grant is to be spent to construct a bridge over the Suamico River to be used for the State funded snowmobile trail system.

Supervisor Brunette asked if this grant has anything to do with the RFP by Land Conservation and Mr. Hartman indicated that it does not, that it is strictly offered through the DNR.

Motion made by Supervisor Warpinski and seconded by Supervisor Brunette to approve. MOTION APPROVED UNANIMOUSLY

8. **Action to Approve 2009 Private Accesses for Neshota Park and Reforestation Camp:**

Mr. Hartman indicated this is a standard yearly request which has been approved in the past.

Motion made by Supervisor Brunette and seconded by Supervisor Warpinski to approve. MOTION APPROVED UNANIMOUSLY

9. **Facility & Park Management – Director’s Report:**

Mr. Dowell reported that he, Supervisors Warpinski and Wetzel have met with the City of DePere to discuss cooperation for a campground at the Brown County Fairgrounds. A second meeting is scheduled for February 11th at 2 p.m. The first

step will be to update the original master plan and to acquire DePere's approval. The creation of a special fund was discussed to run the campground and this possibility will be further investigated.

Doug Hartman informed the committee of the possibility to purchase 14 acres of property located between Apple Creek and the Fox River in Wrightstown. The property would be held as a conservancy area. Maps of the area are attached. The property is being appraised and Hartman has learned there may be funding available through the NRDA (Natural Resources Damage Assessment). He plans to apply for this grant, in addition to possible funding through the State Stewardship Fund. He will continue to update the committee.

Matt Kriese

Reported that winter programs at Barkhausen will be winding down within the next month, with educational programs continuing.

A new furnace has been installed, along with new lighting, and other energy saving features in the Barkhausen building originally built in the 1930's.

Jon Rickaby

Stated it has been a very busy ski season with nearly 500 skiers per day and approximately 5,000 customers overall using the lodge. This attendance is over double of last year. Grooming of the 20 miles of trails has resulted in 380 miles of grooming, with 130 hours of snow and ice removal. In addition, materials have been received to repair the Reforestation Camp tower after an engineering study was done.

When asked by Supervisor Warpinski about training on the Fista chain saw, Mr. Rickaby stated training was very beneficial and all are now well qualified.

**Motion made by Supervisor Brunette and seconded by Supervisor Warpinski to receive and place on file.
MOTION APPROVED UNANIMOUSLY**

Golf Course:

10. **Approve request by Brown County Women's Golf Club to lower green fees during the Brown County Women's Amateur on June 27 and 28 from weekend rates to weekday rates:**

Mr. Anthes distributed a letter from Sharon Kennedy (attached), asking to schedule the Brown County Women's Amateur Tournament on June 27th and 28th. In addition, she asked if they could pay weekday rates instead of weekend rates for the tournament. A sample application is attached, noting the entry fee is \$120 which includes fees for both days, along with lunch, prizes, etc.

Motion made by Supervisor Warpinski and seconded by Supervisor Brunette to approve. MOTION APPROVED UNANIMOUSLY

11. **Approve request by WPGA to waive fees for WPGA Junior Players Tour Event to be held on Wednesday, June 17, 2009:**

A letter from Andy Landenberger of the WPGA Jr. Foundation was addressed. The Wisconsin Section of the Professional Golfers' Association of America has requested the Brown County Golf Course for a WPGA Players Tour Event scheduled for Wednesday, June 17, 2009. Details are included in the letter which is attached.

Motion made by Supervisor Warpinski and seconded by Supervisor Brunette to approve. MOTION APPROVED UNANIMOUSLY

12. **Approve request by WFAN Radio Station to be main sponsor for their March Madness Bracket Pool:**

Mr. Anthes presented information relative to the "March Madness Bracket Pool" sponsored by Sports Radio, WDUZ, which is partnered with the Children's Charity Classic. Sponsors will receive 86 recorded 60 second commercial announcements and 14 to 15 commercials per week in lieu of one season membership to the Brown County Golf Course (information attached). Mr. Anthes stated that both Jimmy O's Golf Shop and the Safari Steak House will donate \$500 each toward the cost.

Benefit to the golf course vs the cost was discussed with the consensus to defer to the judgment of the Superintendent.

Motion made by Supervisor Warpinski and seconded by Supervisor Brunette to approve based on judgment of Golf Course Superintendent. MOTION APPROVED UNANIMOUSLY

13. **Golf Course Financial Statistics - January 18, 2009:**

Motion made by Supervisor Warpinski and seconded by Supervisor Brunette to receive and place on file. MOTION APPROVED UNANIMOUSLY

NEW ZOO:

14. **Request for Budget Transfer (#09-02): Increase in Expenditures with Offsetting Increase in Revenue: restricted donation received from Linda Immel in the amount of \$2,000 to be used towards expenses associated with animal care staff on-going training:**

Motion made by Supervisor Warpinski and seconded by Supervisor Brunette to approve. MOTION APPROVED UNANIMOUSLY

15. **Request for Budget Transfer (#09-05): Increase in Expenditures with Offsetting Increase in Revenue: restricted donation from Linda Immel in the amount of \$1,000 to be used toward expenses associated with animal care staff on-going training:**

Motion made by Supervisor Warpinski and seconded by Supervisor Brunette to approve. MOTION APPROVED UNANIMOUSLY

16. **Zoo Monthly Activity Report:**

a. **Animal Collection Report:**

Neal Anderson referred to the Animal Collection Report for January 2009 included in packet material. He noted that the two lion cubs born at the Zoo and whose mother died have been taken to Naples, Florida. Attendance at the Zoo in early February exceeded what was expected for the month as everyone wanted to see the cubs before they left. The other new cubs born this last year are being acclimated and will be outside in a week or so. The female giraffe is expected to give birth in the next couple of months.

Anderson reported that he is working with Foth Engineering regarding a sustainability program (information attached). Through the application of these guiding principles, the NEW Zoo will be able to defend its sustainable practices under accreditation scrutiny. Anderson stated that sustainability will reduce the "environmental footprint" and use natural resources in a way that does not lead to decline and without compromising future generations. The plan includes goals regarding water, atmosphere/energy, materials & products, waste, and environmental education.

b. **NEW Zoo Admissions Revenue Attendance 2008 Report:**

An up-to-date admissions revenue attendance report was distributed by Maria Fischer (attached), showing a 30% increase in revenue.

Motion made by Supervisor Brunette and seconded by Supervisor Warpinski to receive and place on file.

MOTION APPROVED UNANIMOUSLY

17. **NEW Zoo Education & Volunteer Programs Report (January 2009):**

A total of 389 volunteer hours were reported from 12/24/08 to 1/26/09. Educational programs include a visit from the Zoomobile at Lineville Elementary School, a meeting with the Howard Business Association and with the Boy Scouts. Mr. Hooyman will be attending the AZA Conservation Education Effective Program design class in Wheeling, WV in February.

Motion made by Supervisor Warpinski and seconded by Supervisor Brunette to receive and place on file. MOTION APPROVED UNANIMOUSLY

18. **NEW Zoo Gift Shop Concessions Revenue 2008 Report:**

Current reports were distributed (attached). Ms. Fischer stated that gift shop product is being re-worked. Concessions are doing well and the menu is being revised for the opening of the new Mayan Food Court expected to open in late summer or early fall.

The Bid Tabulation Record for the NEW Zoo Mayan Food Court was distributed (attached) for informational purposes. Fifteen bids have been received and were opened this past Tuesday, 2/3/09. Mr. Anderson also distributed a capital improvement bonding plan showing anticipated project costs and sources of funds. A final proposal will be presented in March.

Motion made by Supervisor Warpinski and seconded by Supervisor Brunette to receive and place on file. MOTION APPROVED UNANIMOUSLY

Other:

19. Audit of Bills:

Motion made by Supervisor Brunette and seconded by Supervisor Warpinski to approve audit of bills. MOTION APPROVED UNANIMOUSLY

20. Such Other Matters as Authorized by Law:

- March meeting to be held at Resch Center
- April or May meeting at the Museum
- August or September meeting to be held at the NEW Zoo (depending on completion of the Mayan Food Court)
- Schedule Zoo first on the March agenda and rotate departments in the future

Motion made by Supervisor Warpinski and seconded by Supervisor Brunette to adjourn at 7:00 p.m. MOTION APPROVED UNANIMOUSLY

Respectfully submitted,

Rae G. Knippel
Recording Secretary