

PROMOTIONS & RECREATION COMMITTEE
Monthly Meeting
Tuesday, November 5, 2013

Call to Order: Chairman Jim Barlow called the meeting to order at 5:00 P.M. in the Ryan Park Four Seasons Shelter. Committee Members present include: Dennis Cravillion, Larry Kirchman, Bruce Heidmann and Bob Garfinkel. Also present was Director Matt Payette and Laura Heidmann.

Approval of Minutes and Agenda: Bruce moved to approve the meeting agenda and minutes of the October 8, 2013 meeting. Second by Dennis. Motion carried unanimously.

Public Input: Laura Heidmann commented that the new 4 season shelter looks great.

Committee Liaison Reports: Bob reported that Bill Iwen from the Tri-Lakes Association would like to see water testing continue on East Alaska Lake to monitor phosphorus and nitrate levels.

Consider Motion to Convene into Closed Session Pursuant to 19.85 (1)(c); considering Departmental Employment: Matt updated the committee on the Personnel Committee action to authorize advertising for a Temporary Park Caretaker. No other action taken.

Consider Motion to Convene to Open Session: No action required.

Ryan Park Tour and Update:

Matt presented the new four seasons shelter to the committee and went over the building layout and other aspects and amenities of the park. The committee identified some additional items to complete that included staining the shelter, purchasing a security camera, and acquiring historical pictures of the property that could be presented in the shelter.

Discuss and Approve Purchase of Small Equipment and Supplies: None

Travel Requests: Matt requested to travel to Green Bay on November 7th and 8th for the Wisconsin Park and Recreation Association Fall Conference. No overnight is required. Larry moved to approve the request. Bob seconded the motion. All voted in Favor.

Director's Report: See attached document.

Discussion and Approval of Bills: Bruce moved to approve the bills as presented. Bob seconded the motion. Motion carried unanimously.

Set Regular Monthly Meeting Date: By consensus, the next meeting will be at 5:00 PM on Thursday December 12, 2013 in the Highway Conference Room.

Any Other Business as Allowed by Law: None

Adjournment: Larry moved to adjourn the meeting at 6:16 P.M. Dennis seconded the motion. All in Favor.

Respectfully Submitted
Matt Payette, Kewaunee County Promotions and Recreation Director



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Directors Report (October 8 – November 5)

Shea's Lake

The highway department has installed the asphalt overlay at Shea's Lake. The project went well and will provide a safe stable surface for the boat landing for many years to come. This was the last in a series of upgrades at the park that also included a new dock, grills, and picnic tables.

Ryan Park

The four season shelter, landscaping and asphalt parking are now complete. With these tasks done we will now focus on smaller items such as installing area and amenity signage and other small tasks. We've compiled a final "punch out" list for the contractor to complete before we close out the project.

Winter Park

Most of our park time is now allocated to preparing for the Winter Park Season. We began taking private reservations on Nov 1st at 8:00 A.M. and all Friday's for the upcoming season were filled by 8:15 A.M. We continue to take reservations and have 14 scheduled to date.

Red River

In coordination with the Dyckesville Lions Club, the Promotions and Recreation Committee has chosen Little Tikes Commercial as the vendor to work with to refine a design for the new playground equipment at Red River Park. We have met with Little Tikes Commercial on-site and will modify the design to ensure that the system and installation is within the approved budget. The Lions Club and County will each contribute \$18,000 for the project.

We, along with Ed Dorner, plan to meet with BLRPC, UW Oshkosh, and Miller and Associates regarding the development of a Beach Improvement Plan on November 21st. The cost of the plan would be covered by a grant received by the BLRPC for beach improvements in the region.

Bruemmer Park

The Zoological Society and some members of the Highway Department donated their time at the Zoo to remove the old bear exhibit. With the steel and cement removed the area will be returned to green space in the spring. We are looking at possibly turning the old bear dens into a prairie dog exhibit.

Fairgrounds

With the 2014 budget approved, we are researching tables and chairs for the exhibit hall. These will help us fill a shortage and also to upgrade some of our tables and chairs that are in poor condition.

General Parks

We are currently taking applications for a Temporary Park Caretaker and Winter Park Attendants for the winter season. Applications for the Winter Park Attendant are due November 13th and November 14th for the Temporary Park Caretaker.