

Parks, Promotion & Maintenance Committee Minutes – October 12th, 2022

The meeting was called to order at 6:04 p.m. at the Highway Department Conference Room by Chairman Scott Jahnke. Members present: Chairman Scott Jahnke, Supervisor Doug Doell, Supervisor Nick Guilette, Supervisor Milt Swagel and Supervisor Gary Paape.

Also present at the meeting: Dave Myers – Promotions & Recreation, Greg Gabriel – Building Maintenance

Adoption of Agenda/Minutes:

Supervisor Paape made a motion to approve the September 6th minutes and October 12th meeting agenda. This was seconded by Supervisor Guilette. All were in favor, motion carried unanimously.

Public Input: None

Discuss County Conservation Aid Grant Resolution with Action:

The committee was given information regarding a potential grant to help fund parking expansion at Bruemmer Park.

Supervisor Guilette made a motion to approve the grant application and resolution. Seconded by Supervisor Doell. All in favor, motion carried unanimously.

Discuss Horse Hitching Rail Project at Reckelberg park with Action:

Dave presented the committee information regarding a project proposed by Mike Malcore to install horse hitching posts at Reckelberg Park in the parking area near the Ahnapee Trail. The posts would be purchased and installed by Mike and other volunteers at no cost to the County.

Supervisor Doell made a motion to approve the project. Seconded by Supervisor Paape. All in favor, motion carried unanimously.

Park Project & Seasonal Employment Updates:

Dave updated the committee on several items:

Seasonal employment ads would be going out for Winter Park.

Bruemmerville Park - Removal of several dead ash trees, discussion ensued regarding what to do with the wood from the cut trees. Consensus of the committee was if neighboring property owners wanted the logs for personal use that they could take them versus having staff cut and dispose of material.

Winter Park - Snow groomer repairs and covered that the Winter Park Association was having delays in completing the ski run project.

Discuss Outlay Equipment Purchase with Action:

The committee requested this item be discussed at the December meeting.

Discuss Fairgrounds Rental Policy with Possible Action:

The committee discussed the rental rates at the fairgrounds with Dave presenting a proposed rate schedule for next year. General discussion ensuing regarding rates and the amount of rentals.

Supervisor Swagel made a motion to approve the rate schedule as presented. Seconded by Supervisor Doell. All in favor, motion carried unanimously.

Discuss Jail Museum Maintenance Items:

Greg discussed the work that he and his staff have been completing at the jail museum.

Parks & Promotions Report: - See Attached Document

Maintenance Report:

Chairman Jahnke asked Greg about roof issues at the Administration building. Greg informed the committee that he is actively patching and repairing issues as they come up. Also discussed was the work involved with the move for ADRC to the upper level of the Administration Building and UW-Extension to the Fairgrounds.

Set Regular Meeting Date: November 9th, 2022 at 6:00 p.m. Highway Department Conference Room

Unfinished Business or Other Business as Allowed by Law: None

Adjournment: Motion to adjourn today's meeting was made by Supervisor Guilette. Seconded by Supervisor Paape. All in Favor, motion carried unanimously. Meeting adjourned at 8:08 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Dave Myers". The signature is written in black ink and is positioned above a horizontal line that extends across the page.

Dave Myers



KEWAUNEE COUNTY PROMOTIONS & RECREATION DEPARTMENT

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Director's Report October, 2022

ATV Park

The park will be closed on October 29th and 30th for a race promoted by FDXCR with the club receiving all gate fees from the event. Still awaiting word on our trail maintenance grant, but the annual grant has been approved for the 2022-2023 season.

Fairgrounds

Race season ended last weekend with the Fall Special and the group had a fairly successful season. Most of the barns and bathrooms have been winterized for the year with some work left to do.

Bruemmer Park

We had to replace powerlines and an overhead light that were torn down after being hit by a tree between two of the park shelters – that work has been completed. Zoobilee was a success with the Zoo group raising over \$9000 and the BPIP group raising almost \$3000 for the playground project.

Ryan Park

The Kewaunee Youth Soccer Association is wrapping up their field repair from adding drain tile and repairing some bad spots.

Winter Park

November 1st begins private party reservations for the tube hill – per usual the department phone that morning will be set to take messages only and we will set up reservations as quickly as we can. Last year we had a record number of reservations on that day and we predict we will have more of the same this year.

Promotions

We have been updating the Travel Wisconsin Fall Color Report and have been trying to answer messages via Facebook and the Visit Kewaunee Web Site until the Tourism Coordinator position is filled.

Kewaunee County Fairground Rental and Usage Fees

Rates Effective January 1, 2023

Building Rental:	Size:	Capacity	Rate Per Day: Private	Rate Per Day: *Commercial
Exhibit Building (per Building)				
Entertainment Building	48' x 90'		\$200.00	\$200.00
Livestock Building	60' x 260'		\$200.00	\$200.00
Dairy Building	60' x 300'		\$200.00	\$200.00
Poultry Building	40' x 90'		\$200.00	\$200.00
Horse Building	70' x 135'		\$200.00	\$200.00
Horse Ring	270' x 110'		\$200.00	\$200.00
Andy Barta Legacy Pavilion	56' x 80'		\$200.00	\$200.00
Exhibition Hall	12100 sq. ft.		\$350.00	\$600.00
<i>(includes use of warming Kitchen and Office)</i>				
Exhibition Hall Confernece Room (131)	540 sq. ft.	37 Persons	\$50.00	\$100.00
Exhibition Hall Confernece Room (142)	851 sq. ft.	58 Persons	\$50.00	\$100.00
Exhibition Hall Warming Kitchen	398 sq. ft.		\$50.00	\$50.00
Use of Grounds and Grandstands:				
Cars/Off Road Races			\$1,500.00	\$1,500.00
Snowmobile Races			\$1,500.00	\$1,500.00
Truck, Tractor, Horse Pull/Rodeo (non-profit)			\$450.00	\$450.00
Other Events/Grounds Rental			TBD - Based on event	TBD - Based on event
**Rental rates above do not include the \$1.00 surcharge per adult admission on all shows.				
Event Camping:				
Tent Camping (non Electric)			\$10.00	\$10.00
Camper (electric)			\$20.00	\$20.00
***Event camping is only available to participants and sponsors during fairgrounds shows				
Clean Up fees and Deposits:				
Exhibition Hall			\$350.00	\$350.00
Exhibition Hall Kitchen			\$250.00	\$250.00
Exhibition Hall Conference Rooms			\$100.00	\$100.00
Exhibit Buildings			\$100.00	\$100.00
Key Deposit			\$100.00	\$100.00
Grounds Deposit			TBD - Based on event	TBD - Based on event
Grandstand Deposit			\$1,000.00	\$1,000.00
****The clean up fee is refundable if the building and associated grounds are satisfactorily cleaned after event				
Insurance Requirements:				
Liability (individual)			\$500,000.00	
Liability (organization)			\$1,000,000.00	
*****A certificate of insurance is required showing Kewaunee County as an additional insured.				
Discounts:				
	Discount for 2nd day event rental of buildings and/or grounds		25%	
	Discount for 3 or more days of continual event rental of buildings and/or grounds		50%	
Exhibition Hall	Charge for First Day of Set-Up/ Clean- Up before or after Commercial or Private Event		\$250.00	
Exhibition Hall	Charge for Second Day Set-Up/ Clean- Up for 2 Days before or after Commercial or Private Event		\$175.00	

*Commercial Events are those open to the public where admission/fees may be charged or any type of vending occurs. Private Events may include Non-Profit fundraising or events where NO fundraising, vending, or fees occur, and they are not open to the public.