

Meeting Notice

Fox River Navigational System Authority Meeting
3:00 P.M. Tuesday, February 23, 2016
FRNSA Office
1008 Augustine Street, Kaukauna, WI 54130

AGENDA:

1. Introductions
2. Approval of Minutes of the January 2016 Authority Meeting
3. Financial Status Reports, *J. Vette*
 - a. Operational Budget
 - b. Capital Budget
 - c. Unlock the Fox Fund
4. Approve Marketing & Public Relations Plan, *B. Raaths*
5. Capital Projects Committee Report, *W. Dorsey*
 - a. Approve Lunda Little Kaukauna Lock Maintenance Repair Change Orders
 - b. Approve Lunda Little Kaukauna Lock Maintenance Repair Invoices
6. Property Committee Report, *K. Curren*
 - a. ECWRPC Menasha Lock Site Visioning Meeting Report. *E. Fowle*
7. Visitor Center Sub-Committee Report, *T. Rose*
 - a. Status of Legislation and Statutory Changes to Chapter 237, *T. Rose*
 - b. Appleton Lock #3 Property Transfer Update, *T. Rose*
 - c. Split Rock Studios Final Presentation of Interpretive Display March 30, *T. Rose*
8. Rapide Croche Boat Transfer Sub-Committee Report, *B. Enke*
 - a. Monitoring Report 2015 Season, *B. De Stasio*
9. Operations Report, *S. Vanevenhoven, R. Stark*
 - a. Menasha Lock Status
 - b. DNR AIS Team Discussions Report (CO2 Hydrology Study & Decision Tree Project)
 - c. Approve 2016 Operations Recommendations Plan B
10. Communications
 - a. Federal
 - b. State
 - c. Local
11. Other
 - a. Corps Quarterly Meeting, *R. Stark*

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FOX RIVER NAVIGATIONAL SYSTEM AUTHORITY

Summary of Proceedings

Fox River Navigational System Authority Meeting
3:00 P.M. Tuesday, February 23, 2016
FRNSA Office
1008 Augustine Street, Kaukauna, WI 54130

Authority Members in Attendance:

Tim Rose, Outagamie County
Bruce Enke, Brown County
Bill Raaths, Winnebago County (via phone)
Will Dorsey, Wisconsin Department of Transportation
Jean Rombach-Bartels, Wisconsin DNR
John Vette, Winnebago County
Daina Penkiunas, Wisconsin Historical Society

Authority Members Absent:

Kathryn Curren, Brown County
Jeff Feldt, Outagamie County

Guests and Staff in Attendance:

Robert Stark, FRNSA CEO
Rodger Urbanek, FRNSA Administrative Assistant
Phil Ramlet, OMNNI Associates
Scott Vanevenhoven, Assistant COO
Bart De Stasio Lawrence University
Tom Baron ECWRPC
Eric Fowle ECWRPC
Mary Schmidt FRNSA

Chairman Tim Rose called the meeting to order at 3:08 P.M.

1. Introductions

Chairman Tim Rose asked everyone attending to introduce themselves to the meeting.

2. Approval of Minutes of the January 2016 Authority Meeting

Chairman Tim Rose asked if there were any additions or corrections to the Minutes of the January 26, 2016, Board Meeting. John Vette motioned to accept the January 26, 2016, Minutes. Motion seconded by Will Dorsey. Motion passed unanimously.

3 Financial Status Reports, *J. Vette*

a. Operational Budget

John Vette reviewed the Operations Budget with the Board. John indicated that we are in line with the Operational Budget.

b. Capital Budget

John Vette reviewed the Capital Budget with the Board.

c. Unlock the Fox Fund

Treasurer John Vette reviewed with the Board the Unlock the Fox Fund. John explained that the reductions in the fund came from two areas. The first area was funds used to finance the rebuilding of the lock system. The second area is the reduction of the fund due to the financial performance of the securities the fund is invested in. The balance of the fund as of January 31, 2016, is \$16,417,405.15.

Robert Stark pointed out line items in the Operational Budget and Capital Budget that were approved by the Board outside of the established budget.

Treasurer John Vette motioned to approve the Financial Reports. Bruce Enke seconded the motion. Motion passed unanimously.

4 Approve Marketing & Public Relations Plan, *B. Raaths*

Bill Raaths introduced the new Marketing & Public Relations Plan to the Board via the phone. Bill asked Mary Schmidt to present the plan to the Board. Mary reviewed the 4 Tactics. 1) Messaging, 2) Community Relations & Public Relations, 3) Direct User communications, and 4) Update Website. Mary also presented to the Board a Marketing Calendar. Mary said that the work that Tim Shorts of Dynamic Insights developing the Strategic Plan was of great value in producing the Marketing Plan. Robert Stark reported to the Board on all the work that went into developing the Strategic Plan and Marketing Plan. John Vette Motioned to approve the Marketing & Public Relations Plan as presented by Mary Schmidt. Motion seconded by Will Dorsey. Motion passed unanimously.

5. Capital Projects Committee Report, *W. Dorsey*

A Approve Lunda Little Kaukauna Lock Maintenance Repair Change Orders

Phil Ramlet of Omni Associates reviewed for the Board the Change Order for Lunda Little Kaukauna Lock Maintenance. Phil reviewed some additions to previous approved Change Orders along with some new Change Orders. The total of the Change Orders were \$ 92,418.52. With the new Change Orders the contract will amount to \$435,036.02. Jean Rombach-Bartels motioned to approve the Lunda Little Kaukauna Change Orders in the amount of \$92,418.52. Will Dorsey seconded the motion. Motion passed unanimously.

b. Approve Lunda Little Kaukauna Lock Maintenance Repair Invoices

Will Dorsey presented to the Board Lunda's invoice #160130170 partial pay request #7, in the amount of \$133,792.40. Phil Ramlet of Omni Associates reported that he had reviewed the billing and found it to be accurate. Will Dorsey motioned to the Board for payment of the \$133,792.40 invoice. Motion was seconded by Jean Romback-Bartels. Motion carried.

Will Dorsey reported on the Kaukauna Lift Bridge project. Will said that every effort is being applied to find funding for the bridge project. Will thought that the bridge will be completed for the 2018 season. It was noted that the Coast Guard requires the bridge to be operational by 2017.

6. Property Committee Report, K. Curren

Robert Stark introduced for Kathy Curren, Eric Fowle and Tom Baron of ECWRPC.

a. ECWRPC Menasha Lock Site Visioning Meeting Report. E. Fowle

Eric Fowle and Tom Baron presented to the Board a recap of the Menasha Lock Site Visioning Meeting. The results from all the input received at the meeting was compiled and was presented to the Board. The exercise produced a lot of ideas. Eric will provide the Board with the final report.

7. Visitor Center Sub-Committee Report, T. Rose

a. Status of Legislation and Statutory Changes to Chapter 237, T. Rose

Tim Rose reported on the progress of the changes to Chapter 237. Tim reported that there were several meetings held in the effort to change Chapter 237. With the changes being made to Chapter 237 the Authority will be able to better serve the community. One important result from the process was the development of relationships with the State Government. Tim reported that the changes to Chapter 237 have passed in the State Assembly and now moves to the State Senate. Tim did not see any problems getting it passed in the Senate.

b. Appleton Lock #3 Property Transfer Update, T. Rose

Tim Rose reviewed the efforts being made on the Appleton Lock #3 Property Transfer. Tim reported that he felt that we will be able to move forward.

c. Split Rock Studios Final Presentation of Interpretive Display March 30, T. Rose

Tim Rose reported that our final presentation of Split Rock Studios will be March 30, 2016 at 9:00 a.m. Tim felt that the meeting would last around two hours. Tim encourage the Board to attend if possible.

8. Rapide Croche Boat Transfer Sub-Committee Report, B. Enke

Bruce Enke reported that there have been discussions on possibly moving the transfer station from Rapide Croche to the Menasha Lock location.

Note: Chairman Rose switched the order of the meeting here and went into the discussion of the CO2 Hydrology Study. See note under section 9 item b.

A. Monitoring Report 2015 Season, B. De Stasio

Bart De Stasio from Lawrence University presented to the Board the results of the studies he and his students are working on. Bart explained where they conducted their studies. Bart also presented the different types of methods used to collect the different species. Bart reported on the results of the studies and what species were found and where they were found. At present Bart is conducting two different studies. The original study along with last year's Resting Egg Study. Bart reported that he now has ten years of data on the Fox River. This year the studies will be expanded to Lake Winnebago to determine whether spiny water flea are in Lake Winnebago. The study will also detect if any Round Goby are in Lake Winnebago.

9. Operations Report, S. Vanevenhoven, R. Stark

a. Menasha Lock Status

At present the Menasha Lock is closed by NR40. The Authority will comply with the DNR order to close the Menasha Lock. Discussion followed about the possibility of moving the Transfer and Cleansing Station from Rapide Croche to Menasha. The Transfer and Cleansing Station at Rapide Croche would be replaced with a Transfer Station only. Discussion followed and it was noted that the Authority would have to almost completely start over securing permits again. Another conversation covered the idea about leaving Rapide Croche Transfer and Cleansing Station as planned and develop a Transfer Station at Menasha. The Transfer Station at Menasha would protect Lake Winnebago from the Round Goby.

b. DNR AIS Team Discussions Report (CO2 Hydrology Study & Decision Tree Project)

Tim Rose reported that we have looked at the aspects of the Menasha Lock Closing and ways to accomplish reopening it. The CO2 Hydrology Study would require expenditure of around a quarter of a million dollars for this study alone and would require additional time. We are looking into other ways of protecting the Lake Winnebago System.

c. Approve 2016 Operations Recommendations Plan B

Robert Stark presented the revised 2016 Operations recommendations. The new schedule would lengthen the season. We will be opening Little Chute and Combined Locks. The schedule also has Menasha Lock closed for the 2016 season. The analysis of the labor indicates that it would cost less than it cost for the 2015 season. The labor cost of the operation of the locks in 2015 was \$82,000.00. The projection for the 2016 season would be \$75,000.00. Should the Menasha Lock be allow to open we would be looking at an additional \$24,000.00. If allowed to re-open, the Menasha Lock schedule would be the same as last year. John Vette motioned to approve the revised 2016 Operations Schedule as presented. Motion seconded by Daina Penkiunas. Motion passed unanimously.

10. Communications

a. Federal

Robert Stark reported that he has received a request from the Coast Guard to discuss new regulations for the operations of the lower Fox River bridges beginning in 2017.

b. State

c. Local

11. Other

a. Corps Quarterly Meeting, *R. Stark*

Robert Stark reported that we have started our quarterly meetings with the Corps.

Chairman Tim Rose asked for a motion to adjourn the meeting. Jean Romback-Bartels motion to adjourn. Motion was seconded by Will Dorsey. Motion passed unanimously.

Meeting adjourned at 5:25 p.m.