



Board of Park Commissioners

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Regular Meeting

Final Minutes

Thursday, August 18, 2022

6:30 PM

Council Chambers and Virtual

I. Call to Order

The meeting was called to order at 6:30 PM by Board Member Randy Soquet

Attendee Name	Title	Status	Arrived
Melissa Thiel Collar	Board Member	Present	
Ryan Jennings	Board Member	Present	
Jim Kneiszel	Board Member	Present	
Amy Chandik Kundinger	Aldersperson	Present	
Shana Defnet Ledvina	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Randy Soquet	Board Member	Present	
Madison DeCleene	Teen Advisor	Present	
Connor Goodman	Teen Advisor	Present	

Others present: Paula Rahn, Recreation Superintendent; Michael McMahon, McMahon Associates; and Grace Lahtela, Administrative Assistant.

II. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Board of Park Commissioners. §6-3(f) DPMC

None

III. Action Items

1. Consideration and Possible Action to Approve the Board of Park Commissioners minutes from the July 21, 2022 meeting.

Melissa Thiel Collar moved to approve the Board of Park Commissioners minutes from the July 21, 2022 meeting, seconded by Aldersperson Raasch. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Melissa Thiel Collar, Board Member
SECONDER:	Dean Raasch, Aldersperson
AYES:	Thiel Collar, Jennings, Kneiszel, Kundinger, Defnet Ledvina, Raasch, Soquet

2. Consideration & Possible Action to Accept \$900 Donation from DePere Rotary Club for Summer Carnival*

Aldersperson Defnet Ledvina moved to accept the \$900 donation from the De Pere Rotary Club for the Summer Carnival, seconded by Aldersperson Raasch. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Thiel Collar, Jennings, Kneiszel, Kunding, Defnet Ledvina, Raasch, Soquet

3. Consideration & Possible Action to Accept a \$500 from Pink Flamingos to Summer Carnival*

Alderperson Raasch moved to accept a \$500 donation from the Pink Flamingos for the Summer Carnival, seconded by Melissa Thiel Collar. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Melissa Thiel Collar, Board Member
AYES:	Thiel Collar, Jennings, Kneiszel, Kunding, Defnet Ledvina, Raasch, Soquet

4. Consideration and Possible Action on Selection of Playground Proposal for Kelly Danen Park.*

Randy Soquet stated that representatives from First Congregational Church are here to discuss the playground options.

Alderperson Raasch moved to open the meeting to public comment at 6:35 pm, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.

Mary Bain and Anita Bain from First Congregational Church addressed the Park Board. They stated they were grateful for the opportunity to be included in the decision-making process. Mary explained that after reviewing the proposals, the church would opt for a smaller playground, to get the poured in place surfacing. For safety, maintenance, and longevity they feel the surfacing is very important. Swings were originally requested in the proposals but due to the large area swings need and the small available area at Kelly Danen Park, additional proposals were requested without swings.

Alderperson Raasch questioned if there was a design they are in favor of.

Mary Bain explained that they liked the canopy to offer protection from foul balls and would like the most play features as possible. The church is comfortable with the park department making the final recommendation on the playground option.

Randy Soquet questioned if there was a color combination they would like.

Mary and Anita Bain explained that they would just like to see colors that will not fade, and for there to be as many play events as possible that can fit into the area.

Melissa Thiel Collar and Amy Chandik Kunding thanked Mary and Anita Bain, as representatives of First Congregational Church, for the donation. The playground will be a great improvement to the park.

Grace Lahtela, Administrative Assistant explained that when the RFP was originally sent out, it requested swings to be part of the proposal. However, when the proposals came in, the footprint for playground was large and would not fit into the requested area. After Mary and Anita reviewed the proposals, they decided that they wanted the poured in place surfacing. With this information Marty went back out to vendors and asked for \$50,000 proposals, without swings, to fit in the proposed triangular area. Due to the late timing, these additional designs were not included in the packet and the ones from Lee Recreation did not provide 3D drawings at the time of the meeting.

Alderperson Defnet Ledvina asked about the number of play events for each structure.

Alderson Raasch moved to close the meeting to public comments at 6:43 pm, seconded by Alderson Defnet Ledvina. Upon vote, the motion passed unanimously. Melissa Thiel Collar questioned how the Little Tykes equipment held up. Connor Goodman, Teen Advisor, stated he would recommend getting the poured in place surfacing over wood chips and likes the playground by MWP. Alderson Defnet Ledvina commented that with the additional designs arriving late, and the lack of the 3D drawings for these proposals, she is uncomfortable making a decision tonight and would like the item to come back next month with more complete details.

Grace Lahtela explained that Marty wanted the item to go to this meeting due to the timing of the playground installation. Marty wanted the playground installed in fall, but a lot of vendors are having problems getting equipment, so it would be tight to get it installed in time anyway.

Alderson Chandik Kunding agreed that the item should be tabled and for staff to bring the top three playgrounds in the \$50,000 range back for review. This price range will allow for poured in place surfacing, which could be laid out like a wedge for baseball diamond and possibly have baseball notions on the equipment.

Alderson Raasch questioned if the quotes included the poured in place surfacing. Grace Lahtela explained that they do not, and the surfacing usually comes in around the same cost as the equipment.

Madison DeCleene, Teen Advisor, also commented that she likes the poured in place surfacing. With being a Parkee at Braisher Park in the summer, the poured in place surfacing is much safer and kids will not get the scrapes like they do with the woodchips. Randy Soquet added that staff should rank each playground with the pros and cons of each.

Melissa Thiel Collar also added that it would be helpful for staff to include how each company holds up to wear and tear of our existing playgrounds.

Alderson Defnet Ledvina moved to table the item and for staff to review the additional information and provide staff recommendations, seconded by Alderson Chandik Kunding. Upon vote, the motion passed unanimously.

RESULT:	TABLED [UNANIMOUS]
	Next: 9/15/2022 6:30 PM
MOVER:	Shana Defnet Ledvina, Alderson
SECONDER:	Amy Chandik Kunding, Alderson
AYES:	Thiel Collar, Jennings, Kneiszel, Kunding, Defnet Ledvina, Raasch, Soquet

5. Consideration and Possible Action to Approve Locating Sculptures in De Pere City Parks.

Alderson Raasch explained that Definitely De Pere would like a new art sculpture to be located at George Street Landing, which is the old bridge approach. The request was submitted to Council, but this land is dedicated park land, so the request needs to be made to the Board of Park Commissioners.

Alderson Defnet Ledvina moved to approve the request from Definitely De Pere to locate the new sculpture within George Street Landing, seconded by Alderson Raasch. Randy Soquet commented that the motion should mention that this location may be temporary and will not impact any future developments of the site.

Grace Lahtela, Administrative Assistant, stated that the request also includes the sculpture located on Main Street near the bridge to be relocated to Bi-Centennial Park. Alderperson Defnet Ledvina amended the original motion to include approving the request from Definitely De Pere to locate two sculptures within the parks, with the location in George Street Landing being temporary and shall not impact any future development of the site, seconded by Alderperson Raasch. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Thiel Collar, Jennings, Kneiszel, Kunding, Defnet Ledvina, Raasch, Soquet

6. Consideration and Possible Action to Approve Hold Harmless Agreement with Select Soccer.

Grace Lahtela, Administrative Assistant, commented that there was a map that was included in the handouts that show where WI United would like the temporary lights to be located.

Alderperson Raasch questioned if these were the lights that were approved to be in Southwest Park previously. Grace Lahtela explained that these are just temporary lights they want to use for practice in the Fall.

Alderperson Raasch moved to approve the hold harmless agreement with WI United to install portable lights at the Southwest Park soccer fields for a one-year time frame, seconded by James Kneiszel. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Jim Kneiszel, Board Member
AYES:	Thiel Collar, Jennings, Kneiszel, Kunding, Defnet Ledvina, Raasch, Soquet

7. Consideration and Possible Action on Conceptual Design Revisions to the Nelson Family Pavilion.

Randy Soquet stated the Michael McMahon from McMahon Associates is present to answer any questions we may have.

A detailed discussion on the conceptual design of the Nelson Family Pavilion occurred. Randy Soquet stated he met with Marty Kosobucki, Director of Parks, Recreation and Forestry prior to the meeting. Marty's comments were that staff was not in favor of the new design and would opt for the original redesign with a few updates.

Grace Lahtela, Administrative Assistant, commented on the dual entry family bathroom concept. This will not work for the park setting, with having to constantly be locking and unlocking the doors.

James Kneiszel questioned if the family restrooms meet ADA compliance, do the other restrooms need to be ADA compliant as well. Michael McMahon explained that even if the family restrooms are ADA compliant, there needs to be a handicapped restroom in the common area as well.

Melissa Thiel Collar stated that she disagreed with Marty's comments that the one restroom with the common area would be more challenging for safety and security. If

there were two separate bathrooms, then there would be two common areas that need to be watched.

James Kneiszel stated that the universal bathroom concept was not what he envisioned. He thought that each restroom stall would have their individual sink, and they would all be set up like the family restroom stalls. Also, he feels women would not be open to just having partitions separating units in the universal restrooms, they would need to be full walls.

Alderperson Raasch explained that recently there has been a lot of issues at Voyageur Park that Council had to deal with. The restroom facilities need to be nice and accessible, but you do not want to give people a safe haven to get out of the parking lot and hang out in the restrooms. The design needs to be cost effective and work for what we want it to do.

James Kneiszel explained that from a portable restroom view, women are more demand and have higher standards than men. He feels that the universal plan would face opposition and women will not be happy mingling with the men. His vision was to have all private stalls that are entered into from the outside. This way some restrooms could be locked if there isn't an event going on at the park.

Melissa Thiel Collar explained a design concept that might work to provide individual family style restrooms with outside access, with the mechanical room in the middle.

Melissa Thiel Collar moved to table the conceptual design of the Nelson Family Pavilion, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

RESULT: **TABLED [UNANIMOUS]**

Next: 9/15/2022 6:30 PM

MOVER: Melissa Thiel Collar, Board Member

SECONDER: Randy Soquet, Board Member

AYES: Thiel Collar, Jennings, Kneiszel, Kunding, Defnet Ledvina, Raasch, Soquet

IV. Discussion Item

1. Discussion on the Concept of an Outdoor Archery Range at Southwest Park.

Alderperson Raasch stated he has received some interest for putting an archery facility at Southwest Park. The resident that has requested the facility is here if we want to open the meeting for discussion.

Alderperson Raasch moved to open the meeting to public comment at 7:20 pm, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.

Jason Edler stated he has lived in several other communities in Wisconsin that have public archery ranges and was shocked to find out that De Pere and even Brown County does not have one. He has lived in Madison, Appleton, and Middleton and all have ranges. He lives close to Southwest Park and is familiar with it, so that is why he suggested Southwest, but it could be located at any park. As part of his research, he reached out to the park director at West Bend, and he would be willing to talk to anyone to answer any questions they might have. Their archery range was built in 2012 and donations were received within 6 months. He stated that the maintenance is cheap for the facility, much less than maintaining a ball diamond and the space needed is less than 1 ½ acres. Also, no additional insurance was needed as it is covered under recreational immunity.

Randy Soquet questioned if he envisioned a course that you complete, or just targets to shoot at. Jason Edler stated it would just be targets, with the maximum distance of around 60 yards.

Alderson Raasch questioned if it would be just for bows. Jason Edler stated that West Bend does not discriminate and allows cross bows as well.

Jason Edler explained that the targets that are usually seen look like a wishing well top, which protects the target from the elements. The targets are hung under the top and are made of compressed poly, where you use a field tip for practice.

James Kneiszel questioned the safety aspect of target practice and what type of infrastructure he was envisioning. Some are shown with covered canopies for shooting, concrete, and elevated structures. Jason Edler stated that West Bend just has gravel where you stand to shoot. Something that is reasonably priced and there might be people in the trade that would donate their time to help with the project.

Alderson Raasch stated that it appears that West Bend has target sponsors. He agreed that there would probably be individuals in the trades that could help with the project, possibly even Eagle Scout project opportunities.

Conner Goodman, Teen Advisor, stated there is an Archery Club in West De Pere Middle and High Schools. He is a member of the club and thinks it is a great idea. He has no way to practice outside of the school practices because there is not enough space in his yard.

Ryan Jennings stated that Jason should get a group of interested individuals together and come up with some plans, then the Park Board will see if there is any land that could be allocated for it.

Alderson Chandik Kunding stated that this idea has a lot of potential, but it will need a thought-out fundraising plan. Currently Council struggles trying to allocate funds for existing park projects.

Alderson Raasch stated that it is a really good idea.

Ryan Jennings moved to return to regular order at 7:40 pm, seconded by Alderson Raasch. Upon vote, the motion passed unanimously.

RESULT: DISCUSSED

V. Future Agenda Items

None

VI. Adjournment

James Kneiszel moved to adjourn the meeting at 7:43 pm, seconded by Alderson Raasch. Upon vote, the motion passed unanimously.

Respectfully submitted,
Grace Lahtela