



Board of Park Commissioners

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Regular Meeting

Final Minutes

Thursday, August 15, 2019

6:30 PM

De Pere City Hall Council Chambers

I. Call to Order

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

Attendee Name	Title	Status	Arrived
Ryan Jennings	Alderman	Present	
Amy Chandik Kunderling	Alderman	Present	
Dean Raasch	Alderman	Present	
George Brown	Board Member	Excused	
Sue Schinkten	Board Member	Present	
Randy Soquet	Board Member	Present	
Bill Volpano	Board Member	Present	
Lydia McMorro	Teen Advisor	Present	
William Soquet	Teen Advisor	Present	

Others Present: John McDonald, Recreation Supervisor.

II. Action Items

1. Approve Board of Park Commissioners Minutes from the July 18, 2019 Meeting.

Alderman Raasch moved to approve the Board of Park Commissioner minutes from the July 18, 2019 meeting, seconded by Sue Schinkten. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderman
SECONDER:	Sue Schinkten, Board Member
AYES:	Jennings, Kunderling, Raasch, Schinkten, Soquet, Volpano
EXCUSED:	George Brown

2. Approve \$600 donation from De Pere Men's Club for Two Events - Summer Carnival & Senior Picnic

Alderman Raasch moved to approve a \$600 donation from the De Pere Men's Club for the Summer Carnival and the Senior Picnic, seconded by Bill Volpano. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderman
SECONDER:	Bill Volpano, Board Member
AYES:	Jennings, Kunderling, Raasch, Schinkten, Soquet, Volpano
EXCUSED:	George Brown

3. Approval to accept \$250 donation from Pink Flamingos to the Recreation Scholarship Fund

Sue Schinkten moved to approve \$250 donation from the Pink Flamingos to the Recreation Scholarship Fund, seconded by Alderman Chandik-Kunderling. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Schinkten, Board Member
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Jennings, Kunding, Raasch, Schinkten, Soquet, Volpano
EXCUSED:	George Brown

4. Approval to accept \$1,000 donation from BCCWC to the De Pere Community Center
- Bill Volpano moved to approve \$1,000 donation from Brown County Community Women's Club to the De Pere Community Center, seconded by Alderperson Jennings. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Volpano, Board Member
SECONDER:	Ryan Jennings, Alderperson
AYES:	Jennings, Kunding, Raasch, Schinkten, Soquet, Volpano
EXCUSED:	George Brown

5. Approve Year End Financial Report from Brown County Ice Management on De Pere Ice Arena.
- Alderperson Raasch moved to approve the Year End Financial Report from Brown County Ice Management on the De Pere Ice Arena, seconded by Alderperson Chandik-Kunding. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Jennings, Kunding, Raasch, Schinkten, Soquet, Volpano
EXCUSED:	George Brown

6. Approve agreement with Graef for the VFW Pool Technical Design and Construction Administration.*

Marty Kosobucki, Director of Public Works gave a summary of the selection process used to determine the consultant chosen for the Technical Design, Bidding and Construction Management of the VFW Aquatic Facility. He stated staff reviewed the proposals and the top three candidates were interviewed by the interview team, which consisted of Marty, Recreation Supervisor John McDonald, Director of Public Works Scott Thoresen, and Board of Park Commissioner member Randy Soquet. Each candidate was given 10 questions to base their presentation on. The interview team unanimously approved Graef as the top candidate choice.

Alderperson Raasch moved to approve the agreement with Graef for the VFW Pool Technical Design and Construction Administration, seconded by Bill Volpano. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Bill Volpano, Board Member
AYES:	Jennings, Kunding, Raasch, Schinkten, Soquet, Volpano
EXCUSED:	George Brown

III. Discussion Items

1. Discuss proposed budget for 2020.

Marty Kosobucki, Director of Parks, Recreation and Forestry gave board members a recap sheet of the proposed budget, summary sheet of revenue projects and staff worksheets for the beer garden accounts. He stated the mayor has asked for a 0% raise in the budget, not including capital expenditures or the beer garden. The beer garden was not included in the budget packet, but will be proposed to the mayor. Also, an additional park laborer lead for field supervision will be proposed to the mayor. To offset the cost of the new employee, a Spring/Fall park laborer position will be eliminated and decreasing the amount of outside tree pruning.

An in depth discussion of the budget and capital projects took place.

RESULT:	DISCUSSED
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IV. Staff Updates

1. Update on Additional Donations under \$250 for Flooring at Community Center
Donations under \$250 for the Community Center flooring project were presented.

RESULT:	DISCUSSED
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2. Update on status of VFW Playground installation.

Marty Kosobucki, Director of Parks, Recreation and Forestry commented that the playground at VFW Park is installed. The notice to proceed, for the poured in place surfacing, has been sent out to Bluemel's, so the surfacing should be installed soon.

RESULT:	DISCUSSED
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V. Future Agenda Items

Aldersperson Raasch requested an update on attendance at Legion Pool.

Aldersperson Raasch also commented on the negative comments that are being made toward the City Forester and the Forestry Department. He requested an update on the number of trees being cut down, in comparison to the trees being planted, as well as the process taken to determine when a tree is taken down.

VI. Public Comment Period

Marty Kosobucki, Director of Parks, Recreation and Forestry announced that the next Beer Garden is on August 27th. This one will be featuring beer selections from local breweries. There will be improvements made to the beer tent area, hopefully eliminating the long lines.

VII. Adjournment

Sue Schinkten moved to adjourn the meeting at 8:03 pm, seconded by Bill Volpano. Upon vote, the motion passed unanimously.

Respectfully submitted,
Grace Lahtela