



Board of Park Commissioners

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

Regular Meeting

Final Minutes

Thursday, December 19, 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	Aldersperson	Present	
Amy Chandik Kunding	Aldersperson	Present	
Dean Raasch	Aldersperson	Absent	
George Brown	Board Member	Excused	
Sue Schinkten	Board Member	Present	
Randy Soquet	Board Member	Present	
Bill Volpano	Board Member	Excused	
Lydia McMorow	Teen Advisor	Excused	
William Soquet	Teen Advisor	Present	

Others present: Don Melichar, Park Superintendent/Forester and Paula Rahn, Recreation Superintendent.

II. Action Items

1. Approve Board of Park Commissioners Minutes from the November 21, 2019 Meeting.

Aldersperson Chandik Kunding moved to approve the minutes from the November 21, 2019 Board of Park Commissioners meeting, seconded by Sue Schinkten. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Chandik Kunding, Aldersperson
SECONDER:	Sue Schinkten, Board Member
AYES:	Ryan Jennings, Amy Chandik Kunding, Sue Schinkten, Randy Soquet
ABSENT:	Dean Raasch
EXCUSED:	George Brown, Bill Volpano

2. Consideration and Possible Action to Approve Request from Celebrate De Pere to host event at Voyageur Park in 2020.

Sue Schinkten moved to approve the request from Celebrate De Pere to host their event at Voyageur Park in 2020, seconded by Aldersperson Jennings.

Discussion followed.

Aldersperson Jennings moved to approve opening the meeting for public comment at 6:32 pm, seconded by Sue Schinkten. Upon vote the motion passed unanimously.

Bob Tease, board member for Celebrate De Pere, explained that Celebrate De Pere is a family fun event aimed at helping non-profits and veterans and 2020 will be the 30th anniversary for the event. Historically attendance has been going down and people are not spending as much as before; subsequently, revenue Celebrate De Pere has received has decreased. The event and longevity of the event is at risk.

Aldersperson Chandik Kunding asked about the change in location last year to the Brown County Fairgrounds.

Bob Tease explained that the Celebrate committee was looking at it as an opportunity to increase attendance and offer sufficient parking. With it being the 30th anniversary year,

the committee would like it back at Voyageur Park. Also, with the limitations due to the eagles nest located within the Fairgrounds property, it makes it difficult for the venue to be located there.

Alderson Jennings moved to return to regular order at 6:45 pm, seconded by Sue Schinkten. Upon vote the motion passed unanimously.

Sue Schinkten amended her above motion to approve the request for Celebrate De Pere to host their event at Voyageur Park in 2020 to include waiving the park use fees, Alderson Jennings approved the amendment. Upon vote, the motion passed unanimously.

Alderson Jennings thanked Celebrate De Pere for being great sponsors and for putting on an exceptional event.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Schinkten, Board Member
SECONDER:	Ryan Jennings, Alderson
AYES:	Ryan Jennings, Amy Chandik Kunder, Sue Schinkten, Randy Soquet
ABSENT:	Dean Raasch
EXCUSED:	George Brown, Bill Volpano

3. Consideration and action on selecting the spray equipment for VFW Aquatic Facility.

Randy Soquet explained that there are three options for the play structure in the tot pool. Discussion followed.

Sue Schinkten questioned if all structures included anti slip surface on the stairs.

Paula Rahn, Recreation Superintendent commented that she would think that would be a requirement. She also presented additional pictures of the play structures.

Sue Schinkten commented on the foot print of the two structures and that it appears that the footprint of the Elevations structure is smaller than the Playnuk, which might be better at providing sufficient open areas for children.

Alderson Jennings commented that it appears that the Elevations structure has more play features.

Paula Rahn also commented that the Kiddie Racer slide is probably the option that is included with the cost estimate.

Alderson Chandik Kunder moved to approve the Elevations L2-450A play structure for the VFW Aquatic Facility, seconded by Sue Schinkten. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Chandik Kunder, Alderson
SECONDER:	Sue Schinkten, Board Member
AYES:	Ryan Jennings, Amy Chandik Kunder, Sue Schinkten, Randy Soquet
ABSENT:	Dean Raasch
EXCUSED:	George Brown, Bill Volpano

4. Consideration and possible action on inclusion of panic/safety gates in VFW Aquatic Facility.

Alderson Jennings questioned the number of gates that were being approved.

Alderson Jennings moved to approve up to three panic/safety gates at the VFW Aquatic Facility, seconded by Alderson Chandik Kunder.

Discussion followed.

Upon vote, the motion passed unanimously.

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

5. Consideration and Possible Action to Approve 2020 Carrico Aquatics Water Management Agreement.

Sue Schinkten moved to approve the 2020 Carrico aquatics water management agreement, seconded by Alderperson Jennings with the contingency that Carrico is registered to do business in Wisconsin. Sue Schinkten approved the contingency. Upon vote, the motion passed unanimously.

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

6. Consideration and Possible Action to Eliminate \$8000 Budget Item for Voyageur Park Dumpster

Sue Schinkten moved to eliminate the \$8,000 budget item for the Voyageur Park dumpster, seconded by Alderperson Jennings. Upon vote, the motion passed unanimously.

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

7. Consideration and Possible Action to Approve Memorial Bench Locations in Bomier Boat Launch.

Don Melichar, Park Superintendent/Forester, explained that there are a number of requests for memorial benches at the Bomier Boat Launch. With the new construction, staff discussed the possible bench locations with the recommendations appearing on the map in the agenda packet.

Discussion followed.

Sue Schinkten questioned the number of benches and swinging benches that are being requested.

Don Melichar, Park Superintendent/Forester, explained that there is one family that has requested a swinging bench at this time. The other two requests are for regular benches. Alderperson Jennings questioned the number of memorial bench requests received on a yearly basis and the cost.

Don Melichar, Park Superintendent/Forester, explained that usually 3-4 requests are received per year. The cost is between \$700 - \$1,600, depending if it is a swinging bench or not, which includes the cost of the necessary concrete.

Sue Schinkten moved to approve the memorial bench locations at Bomier Boat Launch as noted on the enclosed map, seconded by Alderperson Chandik Kunding. Upon vote the motion passed unanimously.

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

8. Consideration and Possible Action to Approve Changes to the Recreational Scholarship Program.

Paula Rahn, Recreation Superintendent explained that the request is to expand the Recreation Scholarship Program to include city sponsored holiday giving programs.

Alderperson Jennings moved to approve the changes in the Recreation Scholarship program to allow for distribution of scholarship funds as part of a city sponsored holiday giving program, seconded by Alderperson Chandik Kunding. Upon vote the motion passed unanimously.

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

9. Consideration and Possible Action to Approve Grant Application for Perkofski Boat Launch Refurbishing.

Don Melichar, Park Superintendent/Forester explained that this is a quick and easy way to apply for smaller grants. If approved, these grants are received in a couple of months, where larger grants can take a couple of years for approval.

Sue Schinkten moved to approve the grant application for the Perkofski Boat Launch refurbishing, seconded by Alderperson Chandik Kunding. Upon vote, the motion passed unanimously.

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

10. Consideration and Possible Action to Approve Grant Application for Fox Point Boat Launch Extension.

Alderson Jennings moved to approve the grant application for Fox Point Boat Launch extensions, seconded by Alderson Chandik Kunder. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ryan Jennings, Alderson
SECONDER:	Amy Chandik Kunder, Alderson
AYES:	Ryan Jennings, Amy Chandik Kunder, Sue Schinkten, Randy Soquet
ABSENT:	Dean Raasch
EXCUSED:	George Brown, Bill Volpano

III. Discussion Items

1. Discussion on key elements of the future restroom building at Legion Park.

Alderson Jennings recommends that the Legion Park restroom facility be located in the same location, that it be custom built, and contain a men, women and unisex or family restroom.

Randy Soquet recommended that the floor plan be left up to staff.

Don Melichar, Park Superintendent/Forester explained that recently staff was made aware that a custom built structure may actually be more cost beneficial than a precast building. Staff is looking to explore all options and bring the design back to the Park Board for approval.

RESULT:	DISCUSSED
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IV. Staff Updates

1. Update on replacement of restroom building at Voyager Park.

Don Melichar, Park Superintendent/Forester explained that the replacement of the Voyager Park restroom building has been put on hold. Alderson Nelson has been discussing utilizing the funds for the bandshell to go to an expanded restroom facility.

RESULT:	DISCUSSED
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2. Update on Bomier Boat Launch completion and grants.

Don Melichar, Park Superintendent/Forester explained that essentially all the work is completed. There are some minor punch list items that need to be complete, along with some landscaping. The NRDA grant funding has been received and the WDNR grant payment request will be submitted soon.

RESULT:	DISCUSSED
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V. Future Agenda Items

None

VI. Public Comment Period

None

VII. Adjournment

Sue Schinkten moved to adjourn the meeting at 7:14 pm, seconded by Alderperson Chandik Kunderinger. Upon vote, the motion passed unanimously.

Respectfully submitted,
Grace Lahtela