



Board of Park Commissioners

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

Regular Meeting

Final Minutes

Thursday, July 16, 2020

6:30 PM

I. Call to Order

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

Attendee Name	Title	Status	Arrived
Casey Nelson	Aldersperson	Present	
Melissa Thiel Collar	Board Member	Present	
Ryan Jennings	Board Member	Present	
Rick Klinkenberg	Board Member	Present	
Amy Chandik Kundingner	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Randy Soquet	Board Member	Present	
Lydia McMorro	Teen Advisor	Excused	
William Soquet	Teen Advisor	Excused	

II. Action Items

1. Approve Board of Park Commissioners Minutes from the June 18, 2020 Meeting.

Aldersperson Nelson moved to approve the Board of Park Commissioners minutes from the June 18, 2020 meeting, seconded by Aldersperson Chandik-Kundingner. Upon vote the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Aldersperson
SECONDER:	Amy Chandik Kundingner, Aldersperson
AYES:	Nelson, Thiel Collar, Jennings, Klinkenberg, Kundingner, Raasch, Soquet

2. Consideration and Possible Action to Approve Request from Brown County to Use Access at Fairgrounds.*

Aldersperson Raasch moved to approve the request from Brown County to use the city access road at the Fairground property for construction use, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Aldersperson
SECONDER:	Ryan Jennings, Board Member
AYES:	Nelson, Thiel Collar, Jennings, Klinkenberg, Kundingner, Raasch, Soquet

3. Approve Bid for Poured in Place Surfacing at Patriot Park.*

Aldersperson Nelson moved to approve the bid from Bluemel's for the poured in place surfacing at Patriot Park, in the amount of \$48,170, seconded by Aldersperson Chandik-Kundingner.

Discussion followed.

Aldersperson Raasch questioned the budget amount of the project.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that only one bid was received for the project, and fortunately the bid was under budget. The budget was \$68,000 and the bid came in at \$48,170.

Upon vote, the above motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Nelson, Thiel Collar, Jennings, Klinkenberg, Kunding, Raasch, Soquet

4. Consider and Possible Action to Approve Bid for Legion Restroom Building.*

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that if the project is to move forward, the Park Board would have to request additional funding of \$35,818 from Common Council to complete the project. The main reasons for the project being over budget is that Council recently began requesting family or unisex bathrooms to be included in new buildings, and the engineering department did not have enough resources to complete the project, so the engineering services had to be contracted out.

Alderperson Raasch questioned the comment of Council recommending unisex bathrooms.

Alderperson Nelson explained that a non-discrimination ordinance was passed that referred to employment, public accommodations, and housing. It was not specific to public restroom facilities, but movement to overall inclusiveness.

Ryan Jennings moved to approve the lowest bid from Alliance Construction for \$153,918 and request additional funding of \$35,818 from Council, seconded by Alderperson Nelson.

Discussion followed.

Ryan Jennings commented that seven bids were received with a huge range in fees, but feels the bid is fair.

Alderperson Raasch questioned the timing on replacing the building and if the additional funding could possibly come from the 2021 budget.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that if the additional funding is approved, the project would be completed by the end of the year. Demolition would be at the end of August, with construction starting in September.

Upon vote, the above motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ryan Jennings, Board Member
SECONDER:	Casey Nelson, Alderperson
AYES:	Nelson, Thiel Collar, Jennings, Klinkenberg, Kunding, Raasch, Soquet

5. Consideration and Possible Action to Approve Firm for Voyageur Park Multi-Purpose Facility Design.*

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that staff was asked to request proposals for the conceptual design of a multi-use facility at Voyageur Park. Several bids were received and staff recommends approving the lowest bid from Somerville for \$7,500.

Alderperson Chandik-Kunding moved to approve the bid from Somerville, in the amount of \$7,500, seconded by Melissa Thiel-Collar. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Chandik Kunding, Alderperson
SECONDER:	Melissa Thiel Collar, Board Member
AYES:	Nelson, Thiel Collar, Jennings, Klinkenberg, Kunding, Raasch, Soquet

III. Discussion Items

1. Review of Seven Year Capital Improvement Plan.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that normally the CIP is brought to Park Board to review and revisions are made based on comments from the board. This year, due to the COVID crisis, there was not enough time to bring the CIP to Park Board for review prior to submittal. However, if there are any comments or changes that the board would like to see, the revisions can be addressed during the budget process. Also, projects that have safety concerns are always rated the highest in priority. Ryan Jennings questioned the electrical at Voyageur Park and the replacement of the bollards at the Riverwalk.

Alderperson Raasch questioned the year and shape of the trucks that are scheduled to be replaced in 2021.

Alderperson Nelson questioned how the replacement of playground equipment is determined.

RESULT:	DISCUSSED
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2. Report on Status of Legion Pool Operations.

John McDonald, Recreation Supervisor, gave an update on the status of Legion Pool operations. He explained that patron use is broken down between resident and non-residents. It only reflects the estimated number of users listed on the contract when submitted. Also, August numbers are included because the month is almost entirely booked.

Public users represent the actual number of people that enter the pool. The pool managers update each rental contract to reflect the actual number of people that enter the pool. For future contracts, the estimated number of participants on the contract is used. Swim teams are like regular rentals, but take place in the morning before rentals. The totals for each swim team are entered by pool managers after the rental takes place. Both private and semi-private swim lessons are being offered. There were 91 individuals that signed up for lessons and to date, everyone has been booked.

Alderperson Chandik-Kunding questioned if there has been any thought for allowing larger groups or open swim and if there are any comparison to last year's totals.

John McDonald, Recreation Supervisor, explained that the pool is running under Council requirements that group gatherings must be under 50 individuals. Rentals are limited to 40 to accommodate staff. To date, the largest rental has been 33 participants. Last year total attendance at Legion Pool was 15,493; which included 4,179 for June, 8,267 in July and 2,885 in August. These numbers include both resident and non-residents for all activities; swim lessons, day camp, baby pool, season passes and family nights.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that open swim was addressed in Phase I of the Re-Opening Plan. The plan specifically states that there would be no open swim. For this to be amended, Council would need to change it.

RESULT: DISCUSSED

IV. Staff Updates

1. Update on Park Tour for Park Board members - Scheduled Date of July 23.

Marty Kosobucki, Director of Parks, Recreation and Forestry confirmed that the park tour will be next Thursday, July 23rd. We will meet at Voyageur Park in the parking lot at the entrance to the Riverwalk at 6:30 pm. Members can determine if they want to car pool or take individual cars.

RESULT: DISCUSSED

2. Update on Status of VFW Aquatic Facility Construction.

Marty Kosobucki, Director of Parks, Recreation and Forestry stated that construction has officially started for the VFW Aquatic Facility and the ground breaking ceremony will be next Thursday, July 23rd at 1:00 pm. To adhere to the city group maximum of 50 participants per event, the event will be by invitation only. An invitation will be sent out to all board members and RSVP's will be required.

RESULT: DISCUSSED

V. Future Agenda Items

Aldersperson Chandik-Kundinger requested an update regarding the tree removal process and what information is presented to the homeowner.

VI. Public Comment Period

None

VII. Adjournment

Aldersperson Nelson moved to adjourn the meeting at 7:15 pm, seconded by Aldersperson Chandik-Kundinger. Upon vote, the motion passed unanimously.

Respectfully submitted,
Grace Lahtela