



Board of Park Commissioners

335 South Broadway
De Pere, WI 54115

<https://www.deperewi.gov/>

Regular Meeting

Final Minutes

Thursday, June 17, 2021

6:30 PM

Council Chambers and Virtual

I. Call to Order

The meeting was called to order at 6:30 PM by Board Member Ryan Jennings

Attendee Name	Title	Status	Arrived
Melissa Thiel Collar	Board Member	Excused	
Ryan Jennings	Board Member	Present	
Jim Kneiszel	Board Member	Present	
Amy Chandik Kunding	Aldersperson	Present	
Shana Defnet Ledvina	Aldersperson	Present	
Dean Raasch	Aldersperson	Excused	
Randy Soquet	Board Member	Excused	
Lydia McMorro	Teen Advisor	Present	
Christopher Soquet	Teen Advisor	Present	

Others present: Paula Rahn, Recreation Superintendent and Grace Lahtela, Administrative Assistant.

II. Public Comment

Ryan Jennings mentioned that tonight is the first Farmers Market for the summer and they run every Thursday from 4 pm – 8pm. Also, the Parks Department will run the Beer Gardens again this year, with the first one taking place on Tuesday, June 29th from 4:30 pm – 9:00 pm at Voyageur Park. The beer gardens take place the last Tuesday of the month in June, July and August, as well as, Saturday September 25th from 11:00 am – 4:00 pm. They feature live music, craft beer, food trucks and specialty children's entertainment. All proceeds from the beer gardens benefit the De Pere parks system.

III. Items

1. Consideration and Possible Action to Approve the Board of Park Commissioners Minutes from the May 20, 2021 Meeting.

Aldersperson Defnet Ledvina moved to approve the minutes from the May 20, 2021 Board of Park Commissioners meeting, seconded by Aldersperson Chandik Kunding. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Aldersperson
SECONDER:	Amy Chandik Kunding, Aldersperson
AYES:	Ryan Jennings, Jim Kneiszel, Amy Chandik Kunding, Shana Defnet Ledvina
EXCUSED:	Melissa Thiel Collar, Dean Raasch, Randy Soquet

2. Consideration and Possible Action to Appoint the Chair Person for the Board of Park Commissioners.

Aldersperson Chandik Kunding appointed Randy Soquet as the chair person for the Board of Park Commissioners, seconded by Aldersperson Defnet Ledvina. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Chandik Kunding, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Ryan Jennings, Jim Kneiszel, Amy Chandik Kunding, Shana Defnet Ledvina
EXCUSED:	Melissa Thiel Collar, Dean Raasch, Randy Soquet

3. Consideration and Possible Action to Appoint the Vice-Chair Person for the Board of Park Commissioners.

Alderperson Chandik Kunding appointed Ryan Jennings as the vice-chair person for the Board of Park Commissioners, seconded by Alderperson Defnet Ledvina. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Chandik Kunding, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Ryan Jennings, Jim Kneiszel, Amy Chandik Kunding, Shana Defnet Ledvina
EXCUSED:	Melissa Thiel Collar, Dean Raasch, Randy Soquet

4. Consideration & Possible Action to Approve a Cabana & Dolphin Height Sign for VFW Aquatic Facility

Alderperson Defnet Ledvina moved to approve the cabana and dolphin height sign quote from Creative Sign, seconded by Alderperson Chandik Kunding. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Ryan Jennings, Jim Kneiszel, Amy Chandik Kunding, Shana Defnet Ledvina
EXCUSED:	Melissa Thiel Collar, Dean Raasch, Randy Soquet

5. Consideration and Possible Action to Approve the City's Participation in the Fox-Wolf Watershed Alliance's Adopt-a-Launch Program.*

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that Don Melichar, Parks Department Superintendent has been working with the Fox-Wolf Watershed Alliance and they are interested in helping keep our boat launches clean and free of invasive species. Staff would recommend moving forward with participation in the adopt-a-launch program.

Ryan Jennings moved to approve the city's participation in the Fox-Wolf Watershed Alliance's adopt-a-launch program, seconded by James Kneiszel. Upon vote the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ryan Jennings, Board Member
SECONDER:	Jim Kneiszel, Board Member
AYES:	Ryan Jennings, Jim Kneiszel, Amy Chandik Kundinger, Shana Defnet Ledvina
EXCUSED:	Melissa Thiel Collar, Dean Raasch, Randy Soquet

6. Discuss the VFW Tennis Court Refurbishment Project

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that we did not receive any bids for the VFW tennis court refurbishment and resurfacing project. The consultant for the project commented that the contractors are all booked up for this year and are currently booking into the 2022 season. Staff would recommend sending out the RFP again, for the work to be completed in 2022, with a completion date of spring 2022. The only issue with this timeline is there may be some tennis classes that will need to be cancelled.

Ryan Jennings questioned the possibility of rolling this project into a Public Works construction project.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that due to the special nature of the project, it could not be rolled into a public works project.

RESULT:	DISCUSSED
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7. Staff update on change in Cabana rentals at VFW Pool.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that the Park Board originally approved a rental fee of \$25 an hour for the entire cabana area. Upon review of the area, staff realized that it would be better to section off the cabana area into three sections and rent out each section for \$15 per hour. Due to the timing of the opening of the facility, staff sent this approval request directly to council, which was approved at the last meeting.

RESULT:	DISCUSSED
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8. Staff update on opening of VFW Pool and Legion Pool.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that both pools are now open. Legion pool has had good numbers and VFW has exceeded our expectations and has been at capacity most days. The opening and overall pool operations have been excellent. Marty commented that the capacity limits for Legion is 515 people because there is a lot of deck and surface water space. At VFW, the capacity limit is approximately 350 people, with the main pool at 285 and the baby pool at 120.

RESULT:	DISCUSSED
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9. Staff update on pools opening to the public.

Marty Kosobucki, Director of Parks, Recreation and Forestry discussed the public opening of both pools.

RESULT:	DISCUSSED
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10. Staff Update on Recruitment of Arborist Position.

Marty Kosobucki, Director of Parks, Recreation and Forestry stated that they have been working with the top candidate and are close to an agreement. Hopefully the new arborist will be onboard in 3-4 weeks.

RESULT: DISCUSSED

11. Staff Update on the Recruitment of the Recreation Supervisor Position.

Marty Kosobucki explained that first interviews are completed, with a couple candidates being invited for second interviews. Hopefully a decision will be made by the next Park Board meeting.

RESULT: DISCUSSED

12. Farewell Message from Teen Advisor Lydia McMorrow.

Teen Advisor Lydia McMorrow provided a farewell address to the Park Board.

IV. Future Agenda Items

None

V. Adjournment

James Kneiszel moved to adjourn the meeting at 6:45 pm, seconded by Alderperson Chandik Kunding. Upon vote, the motion passed unanimously.

Respectfully submitted,
Grace Lahtela