



Board of Park Commissioners

Regular Meeting

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

Agenda

Thursday, December 15, 2016

6:30 PM

De Pere City Hall Council Chambers

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Board of Park Commissioners** of the City of De Pere will be held on **December 15, 2016 at 6:30 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

This meeting can be viewed LIVE at www.depere.tv. This meeting is also rebroadcast on TW Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at www.depere.tv.

I. Call to Order

1. Roll Call

II. Action Items

1. Review and Approve Board of Park Commissioners Meeting Minutes 10-27-16.
2. Approve donation of \$21,476.38 from anonymous donor to be used for soccer related project.*
3. Approval to Accept \$260 Donation from De Pere Area Men's Club to Recreation Scholarship Fund.*
4. Approval to accept \$1,000 donation from a De Pere Citizen to Community Center.*
5. Revision to Ordinance 30-1 (C).*
6. Consider replacement costs for Diving Boards at Legion and VFW Pools.*
7. Consider revisions to the Master Plan at Southwest Park.
8. Consider and approve action plan for Aquatic Facility.
9. Consider Overnight Docking Policy for docks at Voyageur Park.*

III. Public Comment Period

IV. Future Agenda Items

V. Staff Updates

1. Donation of supplies for stain glass class.
2. Donations from Bingo Luncheon's.

VI. Adjournment

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, the previous day so that arrangements can be made.

Board Members
Alderpersons

De Pere Youth Hockey
Tod Maki, De Pere Select Soccer

Mayor Michael J. Walsh
Larry Delo, City Administrator
Judy Schmidt-Lehman, City Attorney
Definitely De Pere
Marty Kosobucki
John Zegers, WDP High School District
De Pere Rapides Youth Soccer
Ella Buboltz, Teen Advisor
De Pere Area Men's Club

Shana Ledvina, City Clerk
City Hall 1st and 2nd Floor
De Pere Area Chamber of Commerce
Brown County Library – De Pere
TV & Radio Stations
Ben Villaruel, Unified School District
De Pere Baseball
Rachel McMorrow, Teen Advisor
Clara Petasek

Notice is hereby given that a majority of the Members of the Common Council of the City of De Pere may attend this meeting to gather information about a subject (s) over which they have decision making responsibility.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: December 15, 2016

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Review and Approve Board of Park Commissioners Meeting Minutes 10-27-16.

ATTACHMENTS:

- Draft Minutes 10-27-16 (PDF)



Board of Park Commissioners

Regular Meeting

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

Draft Minutes

Thursday, October 27, 2016

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 George Brown

Attendee Name	Title	Status	Arrived
Michael Donovan	Aldersperson	Present	
Larry Lueck	Aldersperson	Excused	
Lisa Rafferty	Aldersperson	Present	
George Brown	Board Member	Present	
Sue Schinkten	Board Member	Present	
Randy Soquet	Board Member	Present	
Bill Volpano	Board Member	Present	
Ella Bublotz	Teen Advisor	Present	
Rachel McMorrow	Teen Advisor	Present	

II. Action Items

- Review and Approve Board of Park Commissioners Meeting Minutes 9-15-16.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lisa Rafferty, Aldersperson
SECONDER:	Randy Soquet, Board Member
AYES:	Donovan, Rafferty, Brown, Schinkten, Soquet, Volpano
EXCUSED:	Larry Lueck

- Consider fundraising effort to improve Southwest Park Playground.*

Randy Soquet made a motion to open the meeting at 6:32 p.m., seconded by Sue Schinkten.

Mary Meyer, De Pere resident gave a presentation of the themed playground at Southwest Park. Mary explained, along with the presentation how the fundraising would be handled for the playground build. Mary stated the build would be strictly volunteer. Mary took questions from the board in reference to the playground build. Mary also stated the playground build may also have a splash pad incooperated. Marty Kosobucki stated this motion would not include the splash pad.

Sue Schinkten made a motion to close the meeting at 6:49 p.m., seconded by Bill Volpano.

Mary Meyer presented the board with a \$2500 donation from the neighbors in the Southwest Park area to jumpstart the program. The donation will appear on the November Park Board Agenda.

Attachment: Draft Minutes 10-27-16 (5302 : Review and Approve Board of Park Commissioners Meeting Minutes 10-27-16.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Volpano, Board Member
SECONDER:	Randy Soquet, Board Member
AYES:	Donovan, Rafferty, Brown, Schinkten, Soquet, Volpano
EXCUSED:	Larry Lueck

3. Consider allowing overnight docking at Voyageur Boat docks.

Alderperson Donovan made a motion to open the meeting at 6:50 p.m., seconded by Sue Schinkten.

Mural Adams and Patrick Gokey from the Wind Jammer's Sailing Club spoke with the board about allowing overnight docking at Voyageur Boat docks. Mural and Patrick took questions about the overnight docking. Mural and Patrick explained why they would like the overnight docking at Voyageur Park.

Randy Soquet made a motion to close the meeting at 7:10 p.m., seconded by Sue Schinkten.

Randy Soquet made a motion to direct staff to draft a policy to address the issue of overnight docking at Voyageur Park, seconded by Alderperson Donovan.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Soquet, Board Member
SECONDER:	Michael Donovan, Alderperson
AYES:	Donovan, Rafferty, Brown, Schinkten, Soquet, Volpano
EXCUSED:	Larry Lueck

4. Consider maintaining the Fox River Trail during the winter season.*

Marty Kosobucki spoke with the board in reference to the clearing of the Fox River Trail and the request which was being presented. Marty detailed information he had acquired in reference to the clearing of the trail and some concerns staff has with the request.

Randy Soquet made a motion to open the meeting at 7:02 p.m., seconded by Sue Schinkten.

Joe Dye, Chairman of LIVE 54218 spoke with the board about the request for maintaining the Fox River Trail during the winter season.

Joshua Schwalbe, citizen spoke with the board about the request for maintaining the Fox River Trail during the winter season.

Jen VandenElzen, member of LIVE 54218 spoke with the board about the request for maintaining the Fox River Trail during the winter season.

Heather Gentry, citizen spoke with the board about the request for maintaining the Fox River Trail during the winter season.

Ryan Jennings, Alderperson spoke with the board about the request for maintaining the Fox River Trail during the winter season.

Bill Volpano made a motion to close the meeting at 7:37 p.m., seconded by Alderperson Donovan.

There was a lengthy discussion about the clearing of the trail by the board members.

RANDY SOQUET MADE A MOTION TO SEND THE REQUEST FOR MAINTAINING THE FOX RIVER TRAIL TO THE DE PERE COMMON COUNCIL AND THE COUNCIL FORMALLY REQUEST BROWN COUNTY TO MAINTAIN THE TRAIL FOR 12 MONTHS, INCLUDING SNOW REMOVAL, SECONDED BY ALDERPERSON DONOVAN. MOTION PASSED UNANIMOUSLY.

RESULT:	NO ACTION [UNANIMOUS]
MOVER:	Randy Soquet, Board Member
SECONDER:	Michael Donovan, Alderperson
AYES:	Donovan, Rafferty, Brown, Schinkten, Soquet, Volpano
EXCUSED:	Larry Lueck

5. Review and Approve revisions to Annual Boat Launch program.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Schinkten, Board Member
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Donovan, Rafferty, Brown, Schinkten, Soquet, Volpano
EXCUSED:	Larry Lueck

6. Review and Approve Pink Flamingo Donation*.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Schinkten, Board Member
SECONDER:	Randy Soquet, Board Member
AYES:	Donovan, Rafferty, Brown, Schinkten, Soquet, Volpano
EXCUSED:	Larry Lueck

7. Review and Approve lease agreement with Humana for Sports Park.*

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Soquet, Board Member
SECONDER:	Sue Schinkten, Board Member
AYES:	Donovan, Rafferty, Brown, Schinkten, Soquet, Volpano
EXCUSED:	Larry Lueck

8. Review and Approve Community Center Rental Request Until 1:00 am.

RESULT:	ADOPTED [5 TO 1]
MOVER:	Randy Soquet, Board Member
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Rafferty, Brown, Schinkten, Soquet, Volpano
NAYS:	Michael Donovan
EXCUSED:	Larry Lueck

9. Review and Approve Recreation Division 2016 3rd Quarter Report

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Soquet, Board Member
SECONDER:	Sue Schinkten, Board Member
AYES:	Donovan, Rafferty, Brown, Schinkten, Soquet, Volpano
EXCUSED:	Larry Lueck

10. Review and Approve Quarterly Report for Ice Arena.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Donovan, Alderperson
SECONDER:	Bill Volpano, Board Member
AYES:	Donovan, Rafferty, Brown, Schinkten, Soquet, Volpano
EXCUSED:	Larry Lueck

11. Consider changes to Tree Specification Manual.

Marty Kosobucki reviewed with the board potential changes to the current Tree Specification Manual and took questions from the board in reference to the Tree Specification Manual.

Alderperson Jennings gave a presentation on reasons why he believed the Tree Specification Manual should be changed and what he would like to see changed.

There was discussion from the board members and questions on the changes to the Tree Specification Manual.

Don Melichar, City Forester was asked for his opinion by the board. Don stated he felt the manual should stay as is and gave reason for his stance.

Sue Schinkten made a motion to approve the changes to the Tree Specification Manual as recommended with Item #1 being 30' from the street intersection and Item #3 being 5' from the property line, seconded by Lisa Rafferty.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Schinkten, Board Member
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Donovan, Rafferty, Brown, Schinkten, Soquet, Volpano
EXCUSED:	Larry Lueck

12. Approval of the Draft 2017 ADRC Agreement.*

Marty Kosobucki spoke with board about the ADRC agreement and the changes to the agreement. Marty took questions from the board.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Volpano, Board Member
SECONDER:	Randy Soquet, Board Member
AYES:	Donovan, Rafferty, Brown, Schinkten, Soquet, Volpano
EXCUSED:	Larry Lueck

13. Consider direction in addressing aging conditions of VFW and Legion Pools.*

Marty Kosobucki reported the committee for the direction of the aging of VFW and Legion Pool issue had met, which consisted of Alderperson Donovan, Bill Volpano and Marty.

Marty Kosobucki gave a presentation to the board in reference to the issue of the two pools. Marty took questions from the board members during the presentation. The discussion items were the maintenance issues of the two pools and the different options for the two pools. The options presented were as follows:

- 1) Keep both pools and renovate.
- 2) Keep both pools and improve them both to an aquatic center.
- 3) Eliminate both pools and replace with one aquatic center.
- 4) Eliminate both pools and replace with one splash pad and one aquatic center.

Marty presented the pros and cons of each option.

Randy Soquet made a motion to open the meeting at 9:16 p.m., seconded by Alderperson Donovan.

Kathy Potter, citizen of De Pere gave her opinion on the issue of the two pools and the aquatic center.

The discussion continued at length about the conditions of the two pools and the aquatic center.

Sue Schinkten made a motion to close the meeting at 9:39 p.m., seconded by Randy Soquet.

George Brown made a motion to recommend the city consider replacing the two pools with one aquatic center, with the location yet to be determined based on further study, seconded by Sue Schinkten.

RESULT:	ADOPTED [5 TO 1]
MOVER:	George Brown, Board Member
SECONDER:	Sue Schinkten, Board Member
AYES:	Donovan, Rafferty, Brown, Schinkten, Soquet
NAYS:	Bill Volpano
EXCUSED:	Larry Lueck

III. Public Comment Period

None

IV. Future Agenda Items

Randy Soquet asked for an update on how the movie nights had gone throughout the summer.

Jenny Hammes, Recreation Supervisor gave a report of the movie nights and stated they had gone really well.

V. Staff Updates

None

VI. Adjournment

Sue Schinkten made a motion to adjourn the meeting at 9:43 p.m. seconded by Randy Soquet.

Respectfully submitted,
Debbie Zierson

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: December 15, 2016

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Approve donation of \$21,476.38 from anonymous donor to be used for soccer related project.*

The City has received an anonymous request to donate \$21,476.13 to be used for something soccer related within the City. I would like the Park Board to approve the donation and recommend we use the money to grade the 6 acres at Southwest Park to create a flat/usable green space. This green space can then be used for soccer related activities.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: December 15, 2016

DEPARTMENT: Parks, Recreation & Forestry

FROM: Paula Rahn

SUBJECT: Approval to Accept \$260 Donation from De Pere Area Men's Club to Recreation Scholarship Fund.*

The De Pere Area Men's Club has generously donated \$260 to the Recreation Scholarship Fund. Staff is seeking approval from the Board of Park Commissioners to accept this wonderful donation.

Current balance in our account is \$22,872.64. So far this year the fund has helped 38 families partake in recreational activities; 26 of which were Family Pool passes.

Thank you for your time and consideration.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: December 15, 2016

DEPARTMENT: Parks, Recreation & Forestry

FROM: Jenny Hammes

SUBJECT: Approval to accept \$1,000 donation from a De Pere Citizen to Community Center.*

The De Pere Community Center was offered a \$1,000 donation from Clara Petasek, a member of our community, who regularly attends programs at the Community Center. She loves coming to the Community Center and wishes to give back to the community who has helped her.

Staff is seeking approval from the Board of Park Commissioners to accept this generous donation to be earmarked for programs, supplies or items to benefit the seniors at the Community Center.

Thank you for your time and consideration.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: December 15, 2016

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Revision to Ordinance 30-1 (C).*

Our City Attorney has been doing periodic reviews of ordinances to update them. The changes will be going to the City Council in January for consideration. The changes are very minor in nature and simply reflect today's structure.

ATTACHMENTS:

- Park Dir Ord Duties Amend 2016 (DOCX)

Sec. 30-1. - Board of park commissioners.

(a) *Membership.*

(1) *Members.* There is hereby created and established a board of park commissioners. Such board shall consist of seven members, consisting of three members from the common council and four citizen members who shall be residents of the city. All members shall be appointed by the mayor subject to confirmation of the common council. The common council members shall be appointed for a term of one year; the citizen members shall be appointed for a term of three years each on expiration of the term of citizen members previously appointed.

(2) *Advisory members.* Two advisory seats on the board of park commissioners are hereby created to which persons of high school age may be appointed by the mayor. The selection process for such appointment shall be as approved by the board. The persons appointed to the teen advisory seats shall be non-voting members of the board whose seats and whose presence shall not be counted for purposes of a quorum.

(b) *Jurisdiction.* The board of park commissioners shall govern, manage, control, improve and care for all public parks, parkways, boulevards and pleasure drives located within the city and secure their quiet, orderly and suitable use and enjoyment by residents of the city. In addition thereto, the board of park commissioners shall supervise and regulate the recreational programs of the city's recreation department. The board of park commissioners shall have the powers, duties and responsibilities set forth in Wis. Stats. ch. 27, and may adopt policies, rules and regulations to promote its purpose.

(c) *Director of parks and recreation/city forester.* The municipal office of director of parks and recreation/city forester is hereby created. A statement of activities, distinguishing features, duties, responsibilities, work requirements, and desirable training and experience is and shall be on file in the office of the city administrator. In matters regarding the construction, development and maintenance of all public parks, parkways, boulevards, pleasure drives, **and in** all matters regarding and relating to the planning, operation and management of park and recreation programs such officer is directly responsible to the board of park commissioners.

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Deleted: such officer is directly responsible and under the general supervision of the assistant director of public works. In

Deleted: other

Deleted: Such officer shall have the responsibilities of a city forester pursuant to Stats. ch. 27.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: December 15, 2016

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consider replacement costs for Diving Boards at Legion and VFW Pools.*

The high and medium diving boards at VFW and Legion Pool have several items that need repair in order for us to have them operating for next season. Repairs will cost \$19,000 - \$25,000 to get all the diving boards operational.

While closing the pool for the season, staff inspected the condition of the diving boards at both pools. During the inspection, staff determined the two (2) high dives and the (2) medium diving boards have several maintenance issues. The fulcrums (or lever that operations the tension of the board) are all in need of replacement or repair. Full replacement of a fulcrum is \$3,000, where as just ordering the parts needed on the fulcrum would be around \$2,000 per board. In addition, we have two (2) diving boards that are in need of replacement and the tray for the high dive at VFW Pool is in need of replacement. Diving Boards run approximately \$4,000 and the tray replacement for the VFW Pool High Dive is \$3,000.

Unfortunately, we were not able to budget this amount because staff was unaware of the issue until just recently. The Park Board must decide on repairing/replacing the diving boards, or consider closing down all or part of the diving boards. If approved to move forward with replacing/repairing the diving boards, the item will be sent to council for the approval of funding.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: December 15, 2016

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consider revisions to the Master Plan at Southwest Park.

We have received a request from De Pere Baseball to consider changing the Master Plan at Southwest Park. De Pere Baseball would like to see another ball field installed and the construction of an indoor training facility.

The original Master Plan called for two ball fields in the vicinity of where the current practice field is. I have included a copy of the original Master Plan. The original master plan has been slightly improvised over the years. Changes have included the location of a shelter, installation of a temporary soccer field (Field #7) location of a practice baseball field, retention pond, and most recently the approval of a large scale playground.

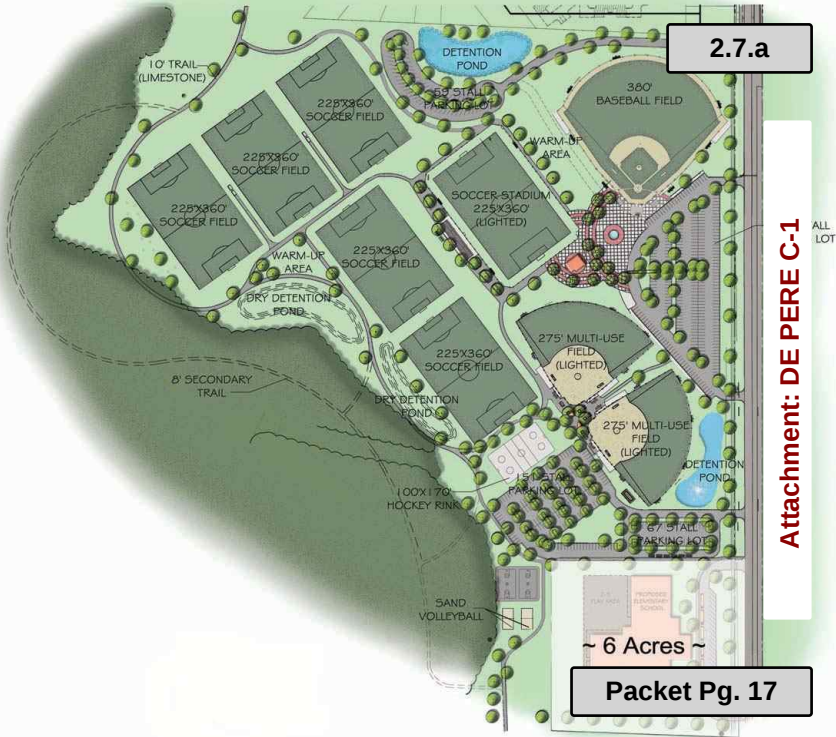
The issue with the proposed changes to the Master Plan is the obstacle it creates with the 7th soccer field. The 7th Soccer Field was constructed in order to have Southwest Park become a sister site for the Midwest Soccer Tournament. Without the 7th field, Southwest Park would not be considered for this tournament. When the field was constructed, the soccer group was informed the field is in conflict with the Master Plan and would be in jeopardy of being removed for future development. An argument to keep the soccer field is that we recently eliminated a soccer field at Optimist Park and constructed a softball diamond. This was needed because of the need for constructing a retention pond in the east side of the City.

De Pere Baseball has reached out to Select Soccer and Rapides Soccer about their proposal.

ATTACHMENTS:

- DE PERE C-1 RENDERING 10-26-05 copy (JPG)
- SW Park Proposed changes to Master Plan (PDF)
- De Pere Southwest Baseball concept 12-1-16 (PDF)

2.7.a



Attachment: DE PERE C-1

ALL LOT

~ 6 Acres ~
Packet Pg. 17



Attachment: SW Park Proposed changes to Master Plan (5323 : Consider revisions to the Master Plan at Southwest Park.)



■ 3317 BUSINESS PARK DRIVE, STEVENS POINT, WI 54482
 ■ TELEPHONE ■ 715 - 341 - 2633, FAX ■ 715 - 341 - 0431
 ■ EMAIL ■ INFO @ RETTLER.COM, WEBSITE ■ WWW.RETTLER.COM
 ■ DATE: 11-8-2016

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: December 15, 2016

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consider and approve action plan for Aquatic Facility.

The City Council approved the Board of Park Commissioners recommendation to eliminate both pools and replace with one Aquatic Center at their November 15 meeting. I have put together an action plan to help guide us through the process. While the events and tasks will be consistent with what is noted, the actual time table is likely a bit aggressive and will fluctuate.

ATTACHMENTS:

- Pool Action Plan (DOCX)

Pool Action Plan

December 2016	- Park Board to review and approve Action Plan.
January 2017	- Create and hold study session and/or public information meeting to discuss location of Aquatic Center. - Park Board to review findings from study session and public information meeting. - Park Board to review location options of Aquatic Facility.
February 2017	- Park Board to decide on location of aquatic center. - Council to approve park Board recommendation for location of an aquatic center. - Begin developing RFP for design services
March 2017	- Send out RFP for design services (to include estimating cost of facility)
April 2017	- Park Board to approve contract for design services
May 2017	- Design services to begin for pool
April 2017	- Park Board update on design - Discussions to begin on method of paying for facility at Park Board level. Recommendation to council.
May 2017	- Design and estimate of facility to be submitted to Park Board for consideration - Council to decide method(s) of paying for aquatic center

Attachment: Pool Action Plan (5344 : Consider and approve action plan for Aquatic Facility.)

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: December 15, 2016

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consider Overnight Docking Policy for docks at Voyageur Park.*

I have put together a rough draft of a policy to address the ability to allow overnight docking at Voyageur Park. Our City Attorney has also reviewed the draft policy and provided input. I think the policy is a good start and will need to monitor its progress.

ATTACHMENTS:

- Overnight Docking.Draft (DOCX)

Overnight Docking Policy

Adopted by the Park Board on _____, 2016.

In accordance with City of De Pere Municipal Code 30-4 (g)(3), the Board of Park Commissioners hereby adopts this policy to allow the Director of Parks, Recreation and Forestry ("Director") to waive certain boat docking restrictions found in Sections 30-4(g)(1) and (2) of the Code. The following policy outlines the process for and requirements of waiving such restrictions and allowing for overnight boat docking at Voyageur Park.

While overnight boat docking is not permitted at Voyageur Park, the Director may waive the restrictions found in Sections 30-4(g) (1) and (2) on such temporary and limited bases as the Director determines provided the following conditions are met:

1. Boat owner obtains a permit from the Department of Parks, Recreation and Forestry. (See attached)
2. Boat owner shall agree to the permit rules and regulations. (see attached)
3. Boat owner pays the appropriate permit fee.

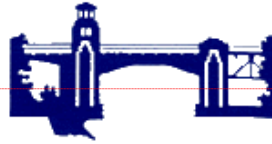
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¶
¶
¶

Voyageur Boat Docks

Overnight Permit



City of De Pere

Permit Number

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The following permit allows this boat to dock over night at Voyageur Boat Docks on the following evenings.

Dates: _____

This boat is registered to: _____

Permit should be placed in plain view at all times during docking.

Signed by: _____ Date: _____

(Boat Owner)

Approved by: _____ Date: _____

(Director of Park and Recreation)

Voyageur Boat Dock – Over night Stay

Application

Boat owner Name: _____

Address: _____

City/State/Zip: _____

Contact Number: _____

Boat Name/Registration Number: _____

Length of Boat (total distance): _____

Which nights are you requesting overnight docking? _____

I have received, read, understand, and agree to the overnight docking rules and regulations.

Yes ____ No ____

I understand a fee of \$10 per night is required and will be paid in full prior to permit being issued:

Yes ____ No ____

I have read and agree to abide by the Rules and Regulations related to overnight docking at Voyageur Park, which are attached hereto.

For City of De Pere use only:

Permit Approved: Yes ____ No ____	Amount Collected:
Receipt number:	Notes:

Voyageur Dock – Over~~n~~ight Docking

Deleted:

Permit Rules and Regulations Agreement

1. All permit requests shall be submitted a minimum of 7 calendar days in advance of the requested dates.
2. In addition to this Permit, Permit holder shall display a valid daily or annual boat ramp user permit covering the period of time allowed under this Permit.
3. Boats may not stick out past the edge of the Finger Pier. Finger piers are ____ in length.
4. Voyageur Park closes at 11:00 pm. Upon the park closing, permit holders may not use the park and its amenities. The following are prohibited after the park closes:
 - a. Use of the bathrooms.
 - b. Use of any amenity, facility or feature in the park.
 - c. Social or any other assembly or gathering on the docks or shoreline.
5. Permit holders may traverse through the park after the park closes, to return to their boat from an outside location.
6. The City's noise ordinance, which prohibits unreasonably loud, disturbing or unnecessary noises which tend to annoy or inconvenience others, is in effect.
7. The docks do not possess electrical services. Internal battery and generators may be used. External generators are prohibited.
8. No additions, alterations or permanent fixtures to the docks are allowed (ie. Lockers, carpet, tires, etc...).
9. The docks may be used for pedestrian use only. No skateboards, scooters, in-line skates, or other transportation method is allowed.
10. No more than one boat may occupy a slip at any time.
11. Permit Fees are non-refundable.
12. Over night permit grants access to the dock space from 6 pm of the evening to 10 am of the following day.
13. Renting a slip is allowed for two consecutive days only.
14. Cleaning of fish on the dock is not permitted.
15. Permit may be revoked at any time for non-compliance these Rules and Regulations or any violation of any state law or municipal ordinance.
16. Permittee shall save and hold the City of De Pere, its officers, officials, employees and agents, harmless from any and all damage or injury that may occur to any party, including the City, as the result of Permittee's use of the docks as allowed by this Permit. This provision is intended to indemnify and hold harmless the City of De Pere to the fullest extent permitted by law and includes the payment of reasonable attorney fees for the defense of any claims brought which can fairly be said to be under the intent and purpose of this hold harmless agreement. To secure such hold harmless agreement, Permittee shall maintain a general liability insurance policy covering the activities allowed by this Permit in an amount not less than One Million Dollars per occurrence. Permittee shall further produce a Certificate of Insurance and additional insured endorsement to the policy demonstrating to the satisfaction of the City the liability coverage required hereunder and demonstrating that the City is named as an additional insured for purposes of this Permit Agreement, which shall be attached to this Permit as Exhibit A.

Deleted: .

By signing below, I acknowledge I have received a copy of the Rules and Regulations as it relates to overnight docking at Voyageur Park, and shall abide by all rules and regulations as stated.

Boat Owner Signature _____ Date: _____

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: December 15, 2016

DEPARTMENT: Parks, Recreation & Forestry

FROM: Jenny Hammes

SUBJECT: Donation of supplies for stain glass class.

An individual donated supplies including patterns and stain glass valued at \$200 for our stain glass class.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: December 15, 2016

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Donations from Bingo Luncheon's.

Renaissance Assisted Living donated a variety of small bingo and door prizes valued at \$150.00 for the Chili Luncheon held November 16, and will be also donating for the Packer Tailgate/Bingo on December 16.