



Board of Park Commissioners

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Agenda

Thursday, May 21, 2015

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 **May 21, 2015 at 6:30 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

I. Call to Order

1. Roll Call

II. Action Items

1. Approve Board of Park Commissioners Minutes 4-16-15
2. Approval to Accept Tree Donation from the GB Packers, WDNR, GB Packaging, SCA, WPS & US Forest Service.*
3. Approve donation from American Transmission Company for Arbor Day Trees and Activities.*
4. Approve donation from Verna Jensen, Pink Flamingos and VOS Electric to have scoreboard replaced at Legion Park.*

III. Public Comment Period

IV. Future Agenda Items

V. Staff Updates

1. Revenue from Adult League Fines
2. Teen Advisory
3. Midwest Soccer Tournament
4. Organizational Review

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.

Committee Members
Alderpersons
Mayor Michael J. Walsh
Larry Delo, City Administrator
Judy Schmidt-Lehman, City Attorney
Allyson Watson, Definitely De Pere
Marty Kosobucki
John Zegers, WDP High School District
De Pere Rapides Soccer

De Pere Youth Hockey
Tod Maki, De Pere Select Soccer
Shana Defnet, 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

VOS Electric
Wisconsin DNR
SCA
US Forest Service
Verna Jensen

Green Bay Packers
Green Bay Packaging
WPS
American Transmission Company
Pink Flamingos

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 a decision making responsibility.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: May 21, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Approve Board of Park Commissioners Minutes 4-16-15

ATTACHMENTS:

- Draft Minutes 4-16-15 (PDF)



Board of Park Commissioners

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Draft Minutes

Thursday, April 16, 2015

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
Sue Schinkten	Board Member	Present	
Bill Volpano	Board Member	Present	
George Brown	Board Member	Present	
Michael Donovan	Aldersperson	Present	
Rod Kowalczyk	Board Member	Excused	
Larry Lueck	Aldersperson	Present	
Lisa Rafferty	Aldersperson	Present	

II. Action Items

1. Consider Washington Street project and impact on Nature Preserve.

Ken Pabich, who is the City Planner reviewed the Washington Street project and the impact on the Nature Preserve with the board. Ken took questions from the board in reference to the project. There was extended discussion on the project by the board members.

Mike Donovan made a motion to support the necessary Right of Way (ROW) for the reconstruction of Washington Street, seconded by Bill Volpano. Motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Donovan, Aldersperson
SECONDER:	Bill Volpano, Board Member
AYES:	Schinkten, Volpano, Brown, Donovan, Lueck, Rafferty
EXCUSED:	Rod Kowalczyk

2. Approve Board of Park Commissioners Minutes 3-19-15.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Schinkten, Board Member
SECONDER:	Michael Donovan, Aldersperson
AYES:	Schinkten, Volpano, Brown, Donovan, Lueck, Rafferty
EXCUSED:	Rod Kowalczyk

3. Review and Approve 2015 Community Center 1st Quarter Report

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

4. Approve Jim Martin Playground Equipment.

Attachment: Draft Minutes 4-16-15 (3365 : Approve Board of Park Commissioners Minutes 4-16-15)

Don Melichar presented the four options for the playground equipment at Jim Martin Park. Don took questions from the board and there was discussion on the options. Don stated he had neighborhood people come in and look at the options and comment on them. There was discussion by the board members.

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

5. Approve Revisions to Locker Room Policy.*

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

6. Proposal for Change in Adult Basketball League Rules.

Stephanie Schlag spoke with board about the proposed changes to the adult basketball league rules. Stephanie took questions from the board members in reference to the changes in adult basketball league rules. There was discussion by the board members in reference to the adult basketball league rules.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	George Brown, Board Member
SECONDER:	Michael Donovan, Alderperson
AYES:	Schinkten, Volpano, Brown, Donovan, Lueck, Rafferty
EXCUSED:	Rod Kowalczyk

7. Approve Right of Entry Agreement with West De Pere School District.

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

8. Approve Agreement with De Pere Unified School District.

Mike Kosobucki reviewed the agreement with the board members. Marty took questions from the board in reference to the agreement. There was discussion from the board.

Bill Volpano made a motion to approve the contract with the understanding that an effort to either get clarification or have some language changes be made to the contract, seconded by Sue Schinkten. Motion passed.

RESULT:	DISCUSSED
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III. Public Comment Period

None

IV. Future Agenda Items

George Brown requested a tour of the parks during the summer months.

V. Staff Updates

1. West De Pere Facility Use Agreement

Marty Kosobucki updated the board on the facility use agreement. He will reported back to the board with the results.

2. Update on Recreation Scholarship Program

Stephanie Schlag gave an update on the recreation scholarship program. The marketing intern put a video together with the help of Kevin Clark from the city in reference to the scholarship.

VI. Adjournment

Sue Schinkten made a motion to close the meeting at 7:47, seconded by Mike Donovan.

Respectfully submitted,
Debbie Zierson

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: May 21, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Don Melichar

SUBJECT: Approval to Accept Tree Donation from the GB Packers, WDNR, GB Packaging, SCA, WPS & US Forest Service.*

Issue: This memo is to seek the Board of Park Commissioner's approval for the De Pere Parks, Recreation and Forestry Department to accept a donation of 45 bare root & balled and Burlapped trees from a cooperative effort between the Green Bay Packers, Wisconsin DNR, Green Bay Packaging, SCA, WPS and the US Forest Service.

Summary: The Packers have been working on a way to reduce their carbon footprint in the area and one way is with a program called 'First Down for Trees'. What this program entails is that for every first down the Packers make they will donate a tree to a Brown County community. Using last year as a guide, the City was chosen to receive 45 trees this spring. The trees were between 1.25"-2.0" diameter and we were free to plant them anywhere within the community. Staff placed the order and the trees have already been planted in parks and right of ways. The amount of the donation is \$2840.

Thank you for your consideration in this matter. If you have any questions, concerns or comments, please do not hesitate to contact me.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: May 21, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Don Melichar

SUBJECT: Approve donation from American Transmission Company for Arbor Day Trees and Activities.*

I ask permission from the Board of Park Commissioners to accept the donation from the American Transmission Company for Arbor Trees and Activities. We did a presentation at Dickinson Elementary School and planted two trees with the Earth Club Students.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: May 21, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Approve donation from Verna Jensen, Pink Flamingos and VOS Electric to have scoreboard replaced at Legion Park.*

We have received a request from Verna Jensen, Pink Flamingos and VOS Electric to have the scoreboard replaced at Legion Park. I have summarized the details below.

Verna Jensen - has offered \$5,000 to go toward the replacement of the scoreboard. She has requested the plaque that is on the current scoreboard be transferred to the new scoreboard.
VOS Electric has offered to cover the cost of hooking up and installing the scoreboard.
Pink Flamingos have offered to cover whatever cost is left from the project.

We recommend approving the donation request.

ATTACHMENTS:

- 20150511115241394 (PDF)
- Legion Scoreboard donation.VOS (PDF)
- 20150511132231110 (PDF)

May 8, 2015

City of De Pere

CC: Verna Jensen

Re: 2015 Legion Park Scoreboard Replacement

To whom it may concern,

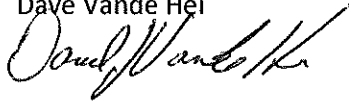
The Pink Flamingos have been in discussion with Verna Jensen and have come up with the following proposal:

Verna will donate the first \$5000.00 toward the East De Pere, Legion park scoreboard replacement. Replacement will include a new plaque commemorating Ron Jensen. All replacement costs above and beyond the \$5000.00 will be paid for by the Pink Flamingos.

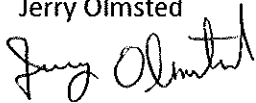
Please contact Dave Vande Hei (920-336-3382) or Jerry Olmsted (920-336-8384) with any questions.

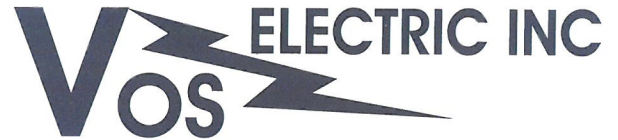
Thank You,

Dave Vande Hei



Jerry Olmsted





May 5, 2015

City of DePere
925 S. Sixth Street
DePere, WI 54115

3131 MARKET ST.
920-336-0781

GREEN BAY, WI 54304
FAX 920-336-0792

Attn: Marty Kosobucki

Re: Legion Scoreboard

Dear Marty,

Vos Electric would like to donate the labor and material for wiring the new scoreboard at Legion Park.

Note:

Saw cutting and patching of roughly 10' x 10" of asphalt will need to be done by the city.

If you should have any questions regarding this matter, please do not hesitate to contact me at the office at (920) 336-0781.

Sincerely,
Vos Electric, Inc.

Ryan R. Van Den Heuvel
Project Manager

Attachment: Legion Scoreboard donation.VOS (3408 : Approve donation from Verna Jensen, Pink Flamings and VOS Electric to have

Stephanie Schlag

From: Stephanie Schlag
Sent: Tuesday, May 05, 2015 11:48 AM
To: 'verna kuschel'
Subject: RE: Legion Park Scoreboard

Thank you so much Verna.
 I will forward on to our Park Board for our meeting on 5/21. I will be in touch.
 Have a wonderful week!

Stephanie Schlag, Parks and Recreation Supervisor
 City of De Pere | 925 South Sixth Street | De Pere, WI 54115
 ☎ (920) 339-4066 | 📠 (920) 339-4071 | ✉ sschlag@mail.de-pere.org

From: verna kuschel [<mailto:vrnkuschel3@gmail.com>]
Sent: Friday, May 01, 2015 7:02 AM
To: Stephanie Schlag
Subject: Re: Legion Park Scoreboard

My donation of five thousand dollars for the new score board to replace the one in remembrance of my late husband Ron Jensen . Happy to part of the new scoreboard. Verna Jensen Kuschel.

On Apr 30, 2015 4:24 PM, "Stephanie Schlag" <sschlag@mail.de-pere.org> wrote:

Hi Verna,

It was so lovely to talk to you this afternoon. As someone who grew up in De Pere and played high school softball games at Legion Park in the 90's it was very nice to hear your story as to how the scoreboard came about and about your family, so thank you. To give you a little background on a new scoreboard for Legion Park the total project cost for a new scoreboard, support beams and electrical work is estimated to be \$6500-\$7000. Like I mentioned on the phone, we won't know the true cost of the project until we dig up the conduit running to the score board and see how everything has held up over the years.

We are very grateful that you are interested in financially supporting a new scoreboard at Legion Park. Any financial donations to the Parks Department must first be approved through our Board of Park Commissioners. The next meeting is on Thursday, May 21st. In order to submit the donation for approval, we would need a letter (email or mailed) from you indicating your interest in the project as well as the donation amount.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: May 21, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Revenue from Adult League Fines

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: May 21, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Teen Advisory

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: May 21, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Midwest Soccer Tournament

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: May 21, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Organizational Review
