



Board of Park Commissioners

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Revised Agenda

Thursday, May 20, 2021

6:30 PM

Council Chambers and Virtual

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 20, 2021 at 6:30 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET. DE PERE.**

The public may attend the meeting either in person in the Council Chambers or electronically due to the public health emergency. Electronic or telephonic access to the meeting is below:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

Access Code: 154-883-285

This meeting may also be rebroadcast on Spectrum Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at <http://depercitywi.igmp2.com/>.

I. Call to Order

1. Roll Call

II. Public Comment Period

III. Items

1. Consideration and Possible Action to Approve the Board of Park Commissioners Minutes from the April 15, 2021 Meeting.
2. Consideration & Possible Action to Accept a \$3,500 Grant from Wal*Mart Foundation*
3. Consideration & Possible Action to Accept a \$1,000 Donation from the De Pere Optimist Club*
4. Consideration & Possible Action to Accept a \$1,500 Donation from Immel Construction for Beer Gardens*
5. Consideration and Possible Action to Approve Request from De Pere Girls Softball to Install Fence Cap and Signage at Optimist Park.*
6. Consideration and Possible Action to Accept Tree Donation from Wisconsin Public Service valued at \$400.
7. Consideration and Possible Action to Accept Tree Donation from the Green Bay Packers, WDNR, Green Bay Packaging and Essity valued at \$2,800.*
8. Consideration and Possible Action to Accept Donation of Trees from American Transmission Company (ATC) valued at \$250.
9. Consider and Approve agreement with consultant for Voyageur Breakwall Study.

IV. Staff Updates

1. Discussion of Future Plans for Extending Preserve Trail to Southwest Park.
2. Staff Update on Forestry Consulting Services
3. Status Report on Hiring Process for Arborist Position.
4. Report on recruitment of Recreation Supervisor position.
5. Status on VFW Aquatic Facility Training Run, Ribbon Cutting, and Grand Opening.

V. Future Agenda Items

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
Alderspersons
Mayor James Boyd
Larry Delo, City Administrator
Judy Schmidt-Lehman, City Attorney
Marty Kosobucki
Carey Danen, City Clerk
City Hall 1st and 2nd Floor
Ben Villaruel, De Pere School District
Dennis Krueger, WDP School District
De Pere Optimist Club
Wal*Mart Foundation
American Transmission Company (ACT)
Wisconsin Public Service (WPS)
Wisconsin Department of Natural
Resources

De Pere Youth Hockey
De Pere Select Soccer
De Pere Area Chamber of Commerce
Definitely De Pere
Brown County Library – De Pere
TV & Radio Stations
De Pere Rapides Youth Soccer
De Pere Baseball
De Pere Girls Softball
Christopher Soquet, Teen Advisor
Lydia McMorrow, Teen Advisor
Immel Construction
Green Bay Packers
Green Bay Packaging
Essity

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.

***All items marked with an asterisk will be forwarded to the Common Council.**



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: May 20, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Grace Lahtela

SUBJECT: Consideration and Possible Action to Approve the Board of Park Commissioners Minutes from the April 15, 2021 Meeting.

ATTACHMENTS:

- Draft Minutes 4-15-21 (PDF)



Board of Park Commissioners

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Draft Minutes

Thursday, April 15, 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 Randy Soquet

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

Others present: Marty Kosobucki, Director of Parks, Recreation and Forestry; Don Melichar, Parks Superintendent/Forester; Paula Rahn, Recreation Superintendent; John McDonald, Recreation Supervisor; Kristen Johnson, Assistant City Attorney; and Grace Lahtela, Administrative Assistant.

II. Public Comment Period

None

III. Items

1. Consideration and Possible Action to Approve the Board of Park Commissioners Minutes from the March 18, 2021 Meeting.

Aldersperson Nelson moved to approve the Board of Park Commissioners minutes from the March 18, 2021 meeting, seconded by Aldersperson Chandik Kunding. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Aldersperson
SECONDER:	Amy Chandik Kunding, Aldersperson
AYES:	Nelson, Jennings, Kneiszel, Kunding, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar

2. Request from property owner at 525 Fulton Street to remove a tree located in a public area submitted on March 17, 2021.

Marty Kosobucki explained that the homeowner has spoken with the City Forester several times to get a tree removed from the terrace at his home. The forester has indicated that the tree is healthy and based on city ordinance and the city horticultural plan; a healthy tree should not be removed. Staff agrees with the homeowner that there are tree roots in his sewer line, but the trees do not damage the line. What occurs is the lateral breaks and then the tree roots gravitate to the nutrients and water being dispersed into the soil. Options for the homeowner include: placing a chemical in the line to kill the roots; to fix the lateral by installing a sleeve in the line; or replace the sanitary lateral.

Staff believes that if the tree would be taken down, there are several other trees in the area and these roots could become a problem in the future for the homeowner. Based on city ordinance and because the tree is healthy, staff recommends that the tree does not come down. If the park board agrees with staff, the homeowner would have the option of filing a claim with the city insurance company.

James Kneiszel commented that he agrees that the problem is with the sewer line and not the tree. He feels that cutting the tree down will not solve the problem.

James Kneiszel moved to agree with the City Forester and reject the request of removing the tree by the homeowner, seconded by Alderperson Raasch.

Discussion followed.

Alderperson Chandik Kunding questioned who would be responsible for the cost of installing the sleeve or replacing the lateral.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that because the problem is in the lateral to the home and on the homeowner's property, it would be the homeowner's responsibility to put in a sleeve or repair the lateral.

Randy Soquet questioned if there is evidence that it is the referenced tree that is causing the problems.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that the Forestry Department does believe the roots are from the referenced tree; however the only way to know for certain would be to dig up the yard.

Alderperson Raasch moved to open the meeting at 6:40 pm, seconded by Alderperson Chandik Kunding. Upon vote, the motion passed unanimously.

John Felton spoke on his behalf regarding the issues he is experiencing with roots in his sanitary line. Mr. Felton has done the chemical treatment and it only lasts a year. He is not certain how the sewer line broke, but every spring he has to call in a plumber to clear the sewer line at \$200 a time. The last few years, this same procedure had to be done again in the fall. Mr. Felton has written proof from the plumber that the referenced tree is the problem. Mr. Felton believes that the tree should be cut down and another tree can be planted in a different area.

Alderperson Chandik Kunding questioned the cost of the sleeve to repair the break in the line.

Alderperson Raasch moved to return to regular order at 6:45 pm, seconded by Jim Kneiszel. Upon vote, the motion passed unanimously.

Alderperson Raasch explained that the lateral is on the homeowner's property and their responsibility. The roots enter the lateral because a lateral breaks; the roots do not cause the issue. The roots gravitate to the lateral because of the nutrients and water in the soil due to the broken lateral. Keeping the tree up is the correct choice.

Ryan Jennings also agrees that the lateral is the problem.

Upon vote, the above motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jim Kneiszel, Board Member
SECONDER:	Dean Raasch, Alderperson
AYES:	Nelson, Jennings, Kneiszel, Kunding, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar

3. Consideration and Possible Action to Accept \$200 Donation from De Pere Area Men's Club for Easter Egg Hunt.

Aldersperson Nelson moved to accept the \$200 donation from the De Pere Area Men's Club for the Easter Egg Hunt, seconded by Aldersperson Raasch. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Aldersperson
SECONDER:	Dean Raasch, Aldersperson
AYES:	Nelson, Jennings, Kneiszel, Kunding, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar

4. Consideration and Possible Action to Accept a Donation from Joe Wollin and Family for a Disc Golf Practice Basket at the Legion Park Disc Golf Course.*

Aldersperson Chandik Kunding moved to accept the donation from Joe Wollin and his family for a disc golf practice basket at the Legion Park disc golf course, seconded by Randy Soquet.

Discussion followed.

Marty Kosobucki, Director of Parks, Recreation and Forestry suggested that prior to finalizing the location of the practice basket, there should be discussion with the individuals that helped lay out the course. This will ensure there will be no issues for course play or for patrons to get to the restroom facility.

Randy Soquet questioned if the plaque would be done in house.

Don Melichar, Park Superintendent explained that Mr. Wollin is aware that it is their responsibility to obtain the plaque.

James Kneiszel commented that he was part of the group of individuals that designed the course. He thinks it is a good idea for the golfers to look at the location to make sure the practice discs do not cross the path of the golfers or people going to the restroom. James can provide the name of the local sign company that created the plaques for the original baskets.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Chandik Kunding, Aldersperson
SECONDER:	Randy Soquet, Board Member
AYES:	Nelson, Jennings, Kneiszel, Kunding, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar

5. Consideration and Possible Action to Accept a \$2,500 Donation from Greta Johnson to the Recreation Scholarship Fund.*

Aldersperson Chandik Kunding moved to accept a \$2,500 donation from Greta Johnson for the Recreation Scholarship Fund, seconded by Aldersperson Raasch. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Chandik Kunding, Aldersperson
SECONDER:	Randy Soquet, Board Member
AYES:	Nelson, Jennings, Kneiszel, Kunding, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar

6. Consideration and Possible Action to Approve Voyager Parking Lot Reciprocal Use Agreement.*

Alderson Nelson moved to approve the Voyageur Parking lot Reciprocal Use Agreement, seconded by Randy Soquet.

Discussion followed.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that the Voyageur Parking lot is not completely owned by the city. The agreement expired last year and this is the renewal of the old agreement.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderson
SECONDER:	Randy Soquet, Board Member
AYES:	Nelson, Jennings, Kneiszel, Kunding, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar

7. Consideration and Possible Action to Approve 2020 Community Center & Recreation Annual Report

Alderson Nelson moved to approve the 2020 Community Center and Recreation Annual Report, seconded by Alderson Raasch.

Discussion followed.

Paula Rahn, Recreation Superintendent commended her staff for the work they put in during 2020. With the constant changes with COVID, it was a really hard year on staff. Even though revenues decreased around 57%, staff feels they were successful in what programs were able to be offer to the community.

Randy Soquet commented that he and his family are thankful for the programming that did take place in 2020 and are looking forward to 2021.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderson
SECONDER:	Dean Raasch, Alderson
AYES:	Nelson, Jennings, Kneiszel, Kunding, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar

8. Staff report on work place incident.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that Jerry Hasenberg Jr., one of the cities arborists was killed in a workplace incident on Thursday, April 1st Jerry was a highly valued employee and an excellent arborist that loved his job and the work that he did. His loss has deeply impacted the employees and our deepest sympathies go out to Jerry's wife Vanessa, her three boys and his entire family. We are in the process of trying to get our Forestry Department back on track, and discussions are being held on memorial ideas for Jerry.

RESULT:	DISCUSSED
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9. Consideration and Possible Action to Approve Contractor for Tree Service.*

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that due to the workplace accident on April 1st, if there is a forestry emergency that takes place, we are not currently able to address the issue. This contractor service would only be used if there was a forestry safety hazard present that needed to be taken care of immediately. Unfortunately there is now way to predict how much funding might be necessary.

Alderson Raasch moved to approve the use of a contractor for emergency tree services, seconded by Alderson Chandik Kunding. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderson
SECONDER:	Amy Chandik Kunding, Alderson
AYES:	Nelson, Jennings, Kneiszel, Kunding, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar

10. Staff Update on the Voyageur Park Multi-Use Facility.

Marty Kosobucki, Director of Parks, Recreation and Forestry commented that City Council approved the motion in regards to the multi-use facility at Voyageur Park. At this time, we are not sure if there has been any development on the fundraising committee and we are hoping to receive notice on the anonymous donor by the first of May.

RESULT:	DISCUSSED
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IV. Future Agenda Items

Marty Kosobucki, Director of Parks, Recreation and Forestry apologized for the Friends and Foundation and The Preserve not being included in this month's agenda. Unfortunately, due to the circumstances that arose, we were unable to get to them.

Randy Soquet commented that this was Alderson Nelsons last Park Board meeting and thanked him for his years of service on the Park Board.

Alderson Nelson thanked the Park Board for being for so welcoming and will definitely miss the Park Board. He also thanked Marty and staff for all of the hard work that they do.

V. Adjournment

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

Respectfully submitted,
Grace Lahtela



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: May 20, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Paula Rahn

SUBJECT: Consideration & Possible Action to Accept a \$3,500 Grant from Wal*Mart Foundation*

Recreation staff applied for a \$3,500 Wal*Mart grant this past winter to help cover expenses related to site furnishings, equipment and supplies for the VFW Aquatic Facility and Community Center. After follow up by the Recreation Superintendent, we were notified we were the recipient for the full amount.

Staff is requesting the Board of Park Commissioner's approval for the Parks & Recreation Department to accept this donation of \$3,500 from the Wal*Mart Foundation. Specifically, this grant money will be used to purchase equipment, supplies and miscellaneous site furnishings such as 3 TV's and TV mounts, a refrigerator, microwave, first-aid kits/supplies, a cash register, dry erase boards, signage, storage shelves, cubicles, 3 hoses, a ladder, trash receptacles and recycling cans, along with other miscellaneous office, cleaning and maintenance supplies.

Thank you for your time and consideration.

Donation Information:

From: Wal*Mart Foundation, 1415 Lawrence Dr., De Pere

To: De Pere Parks & Recreation Department

For: Equipment, Supplies, Site Furnishings for VFW Aquatic Facility/Community Center

Amount \$3,500



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: May 20, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Paula Rahn

SUBJECT: Consideration & Possible Action to Accept a \$1,000 Donation from the De Pere Optimist Club*

Staff is requesting the Board of Park Commissioner's approval for the Parks & Recreation Department to accept a \$1,000 donation from the De Pere Optimist Club. This donation will help cover the costs of providing entertainment by Mischief & Magic at three Beer Garden events this summer. Balloon twisting and magic tricks will be performed by their company at the Beer Gardens on June 29, August 31 and September 25. Costume characters will also be added on the September 25th date.

We are excited to be partnering with Mischief & Magic again this year as they provided a nice entertainment option especially for kids and families! Thank you for your time and consideration.

Donation Information:

From: De Pere Optimist Club, PO Box 64, De Pere

To: De Pere Parks & Recreation Department

For: Entertainment for Beer Gardens

Amount \$1,000



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: May 20, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Paula Rahn

SUBJECT: Consideration & Possible Action to Accept a \$1,500 Donation from Immel Construction for Beer Gardens*

Staff is requesting the Board of Park Commissioner's approval to accept a \$1,500 donation from Immel Construction for an individual sponsorship for our August 31, 2021 Beer Garden event at Voyageur Park. An individual sponsor would be listed in all social media posts and other electronic marketing specific to that event along with signage at the event.

We are very pleased to have Immel Construction on board as one of our sponsors of this great community event! Thank you for your time and consideration.

Donation Information:

From: Howard Immel, Inc., 1820 Radisson St., Green Bay, WI 54302

To: De Pere Parks & Recreation Department

For: Individual Sponsorship for August 31 Beer Garden Event

Amount \$1,500



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: May 20, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consideration and Possible Action to Approve Request from De Pere Girls Softball to Install Fence Cap and Signage at Optimist Park.*

ATTACHMENTS:

- Staff Memo.DGSA donation (DOCX)
- Optimist Signs 2 (PDF)
- fence_crown2 (PDF)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Marty Kosobucki, Director of Parks, Recreation and Forestry
Date: May 20, 2021

RE: Donation from De Pere Girls Softball Association

The De Pere Girls Softball Association would like to make some improvements to the Optimist Park.

The first improvement is the installation of Fence Capping on all three of the softball diamonds. Fence Capping is a decorative and safety minded cover that fits over the top of the fence to protect players from the fence fabric in the event they would reach over the fence. (See photo) We think this a great idea and fully support this recommended improvement.

The second improvement is the installation of three signs in the park. We see no issue with the installation of the signs and would recommend accepting the donation/improvement.

CLIENT: DAANEN & JANSSEN

LOCATION: 801 COOK STREET, DE PERE, WI
(OPTIMIST PARK CONCESSION STAND)

DRAWN BY: TIMOTHY P

SALESPERSON: JESSIE N

DATE: 04/05/21

DESIGN #: D18032

PAGE: 1

REVISION LOG:	INTL	DATE	DESCRIPTION
	TP	04/07/2021	COLOR CHANGES
	TP	04/16/2021	REVISIONS

WALL MOUNT FLAT PANEL

QUANTITY: 1

SIDES: S/F

LIGHTING: NONE

MATERIAL: 3MM WHITE DIBOND

GRAPHICS: DIRECT PRINT, 1ST SURFACE

FONT: GOTHAM & DASH HORIZON

MOUNTING: FLUSH TO INSET BRICK AREA WITH
VISIBLE NON-CORROSIVE MECHANICAL
FASTENERS (P-1)

INSTRUCTION: PRODUCE & INSTALL

COLORS:

C-1/P-1 WHITE C-6 PMS 387C

C-2 BLACK

C-3 PMS 165C

C-4 PMS 200C

C-5 PMS 1955C

CUSTOMER SIGNATURE FOR DESIGN APPROVAL:

X

SIGNATURE

DATE

A LOCATION VIEW (AFTER)
1 SCALE: 3/8" = 1'



A EXISTING VIEW
2 N.T.S.



INSTALL IN INSET BRICK AREA

A DETAIL VIEW
3 SCALE: 3/4" = 1'



45"
(3'-9")

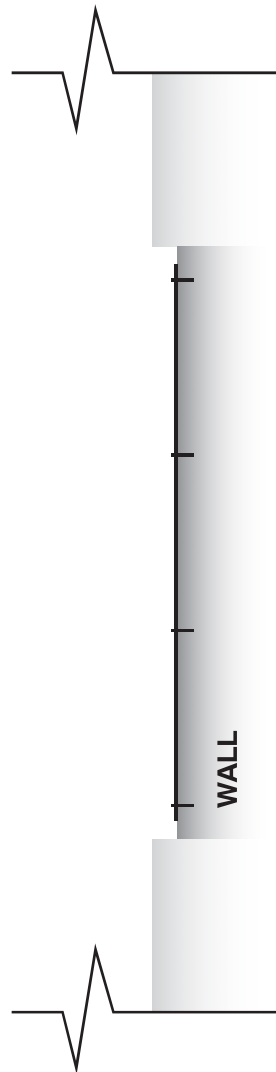
94"
(7'-10")

17.5" x 29"

17.5" X 17.5"

12.5" X 29"

A END VIEW
4 SCALE: 3/4" = 1'



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CLIENT: DAANEN & JANSSEN

LOCATION: 801 COOK STREET, DE PERE, WI
(OPTIMIST PARK CONCESSION STAND)

DRAWN BY: TIMOTHY P

SALESPERSON: JESSIE N

DATE: 04/05/21

DESIGN #: D18032

PAGE: 2

REVISION LOG:	INTL	DATE	DESCRIPTION
	TP	04/07/2021	ADDED PAGE
	TP	04/14/2021	REMOVE BARS
	TP	04/16/2021	SIZE CHANGE

WALL MOUNT FLAT PANEL

QUANTITY: 2

SIDES: S/F

LIGHTING: NONE

MATERIAL: 3MM WHITE DIBOND

GRAPHICS: DIRECT PRINT, 1ST SURFACE

FONT: GOTHAM & DASH HORIZON

MOUNTING: CUSTOMER TO MOUNT WITH VISIBLE
NON-CORROSIVE MECHANICAL
FASTENERS (P-1) PROVIDED BY CSC

INSTRUCTION: PRODUCE &SUPPLY

COLORS:

- C-1/P-1 WHITE
- C-6 PMS 387C
- C-2 BLACK
- C-3 PMS 165C
- C-4 PMS 200C
- C-5 PMS 1955C

CUSTOMER SIGNATURE FOR DESIGN APPROVAL:

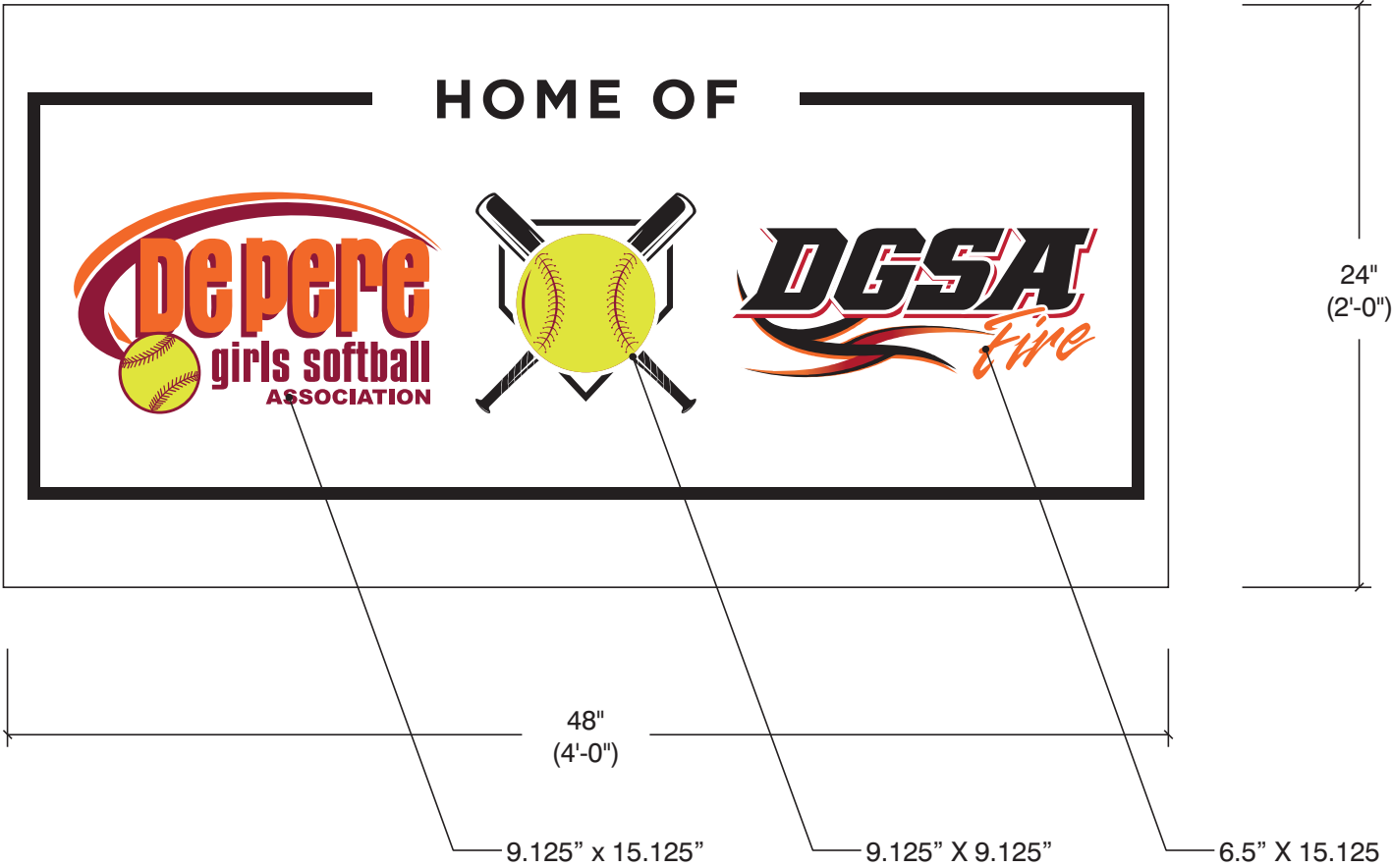
X

SIGNATURE

DATE



QTY:2



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City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: May 20, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Don Melichar

SUBJECT: Consideration and Possible Action to Accept Tree Donation from Wisconsin Public Service valued at \$400.

ATTACHMENTS:

- Memo for Park Board Tree Donation from WPS (DOCX)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Don Melichar – City Forester
Date: May 12, 2021

RE: **Approval to Accept Tree Donation from Wisconsin Public Service (WPS).**

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 4 trees valued at \$400 from Wisconsin Public Service for planting in Voyageur Park for Arbor Day.

As part of WPS's effort to support our local communities they offered to donate 4 trees and to incorporate this donation into their Arbor Day activities. Three employees from WPS attended the planting as well as me; we finished in about an hour. The trees are planted SE of Shelter #2.

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 20, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Don Melichar

SUBJECT: Consideration and Possible Action to Accept Tree Donation from the Green Bay Packers, WDNR, Green Bay Packaging and Essity valued at \$2,800.*

ATTACHMENTS:

- Memo for Park Board Tree Donation from Packers (DOCX)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Don Melichar – City Forester
Date: May 12, 2021

RE: **Approval to Accept Tree Donation from the Green Bay Packers, WDNR, Green Bay Packaging and Essity.**

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 32 bare root trees from a cooperative effort between the Green Bay Packers, Wisconsin DNR, Green Bay Packaging, and Essity.

For several years now 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 32 trees this spring. The trees were between 1.25"- 1.5" diameter and we were free to plant them anywhere within the community. Staff placed the order and the trees were planted in parks and right of ways. The amount of the donation is approximately \$2800.

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 20, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Don Melichar

SUBJECT: Consideration and Possible Action to Accept Donation of Trees from American Transmission Company (ATC) valued at \$250.

ATTACHMENTS:

- Memo for Park Board Tree Donation from ATC (DOCX)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Don Melichar – City Forester
Date: May 12, 2021

RE: **Approval to Accept Tree Donation from American Transmission Company (ATC).**

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 \$250 from American Transmission Company to be used to plant trees in our parks for Arbor Day.

As part of ATC's effort to support our local communities they offered to donate \$250 to be used to purchase trees for our parks and to incorporate this donation into our Arbor Day activity. For Arbor Day we did multiple plantings and used this donation to plant 5 trees around the VFW playground.

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 20, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consider and Approve agreement with consultant for Voyageur Breakwall Study.

ATTACHMENTS:

- Voyageur Breakwall Study (DOCX)
- RFP.retaining wall.Voyageur.II (PDF)

CITY OF DE PERE MEMO



To: Board of Park Commissioners

From: Marty Kosobucki

Date: May 20, 2021

RE: Consultant Approval for Voyageur Breakwall Study

We sent out a Request for Proposals to consultants to analyze and prepare a condition report for the breakwall at Voyageur Park. Unfortunately, we did not receive any proposals. After the deadline had passed, we were contacted by one company that has expressed some interest. We are currently discussing the project with them and hoping to bring you their proposal to the Park Board meeting on May 20.

Request for Proposals

Voyageur Park - Retaining Wall Inspection and Condition Report



Request for Proposals

Voyageur Park – Retaining Wall Inspection and Condition Report

Table of Contents:

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 - a. Project Summary
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- VII. Insurance
- VIII. Proposal Submittals
 - a. Executive Summary
 - b. Introductory Letter
 - c. Consultant Background and Information
 - d. Project Understanding
 - e. Similar projects
 - f. Project Schedule/Timeline
 - g. Fee schedule
- IX. Delivery
- X. Sample City of De Pere Consultant Agreement
- XI. Additional Information/Attachments

Request for Proposals

Voyageur Park – Retaining Wall Inspection and Condition Report

I. Introduction

A. Project Summary

The City of De Pere of De Pere is seeking proposals from experienced consultants to inspect a retaining wall in Voyageur Park along the Fox River and channel, and provide a condition report. The wall runs along a channel of the Fox River and along a part of the Fox River where it supports a sidewalk for park users to enjoy the river and recreate. The wall is showing signs of separating from the sidewalk and it is imperative for the City to understand the condition and safety of the entire facility. The consultant will be required to analyze the condition of the retaining wall above and below water levels.

Your proposal must be submitted to our office by May 10, 2021 at 3:00 pm. Proposals can be submitted either by paper copy or via email to Marty Kosobucki.

B. City Contact Information

Questions related to this RFP should be directed to:

Marty Kosobucki
De Pere Park, Recreation and Forestry Department
925 S. Sixth Street
De Pere, WI 54115
920-339-4065
mkosobucki@mail.de-pere.org

C. Directions for Submittal of Proposal

Consultants shall submit one (1) copy of their proposal either through e-mail or hard copy.

Materials must be received at the office of the Director of Parks, Recreation and Forestry by 3:00 pm, on May 10, 2021 at the following address:

Marty J. Kosobucki
De Pere Park, Recreation and Forestry Department
925 S. Sixth Street
De Pere, WI 54115

Packages containing the proposal shall be clearly marked on the outside by indicating: **Voyageur Park – Retaining Wall.**

D. Pre-Proposal Meeting

There are no pre-proposal meetings planned for this RFP. Questions related to this RFP should be directed, in writing, to Marty Kosobucki, Director of Parks, Recreation and Forestry.

II. Project Description

The City has allocated funding in the past to have a consultant review and inspect the condition of the retaining wall along the channel of the Fox River and along parts of the Fox River. The project has been on hold due to high water levels over the past two years.

It is the City's intent to hire a consultant that can appropriately and accurately assess the condition of the retaining wall in Voyageur Park, both above and below the water lines. It is imperative the City understands the full condition of the retaining wall to ensure the safety of park users.

The consultant shall provide a report detailing the condition of the retaining wall and sheet pile wall within the limits of the identified area. An enclosed map can be found in the Appendix (A-3) describing the work area. The report shall also include recommendations of repair (if needed), a priority level to the repairs, and cost estimates.

When completed, the report shall provide a clear picture on the condition of the retaining wall, sheet pile wall, conditions causing any issues, and recommendations of repair/replacement, and cost estimates.

III. **SCOPE OF SERVICES:**

A. Pre-Inspection Meeting:

1. Kick off meeting with City of De Pere.
2. Review of expectations and site.

B. Wall Inspection

1. The Consultant shall coordinate inspection of the retaining wall and sheet pile wall above and below the water lines to fully determine their condition. Inspection area is identified by reviewing the enclosed map (A-3).

C. Report/Analysis

1. The Consultant is expected to produce a report that will give a clear indication of the following;
 - i. Condition of the retaining wall.
 - ii. Condition of the sheet pile wall.

- iii. Reasons and/or conditions contributing to issues with the walls.
- iv. Options for repairing/fixing the walls and area.
- v. Provide a priority level to issues identified within the scope of work.
- vi. Provide cost estimates to repairing identified issues within the scope of work.

IV. Meetings

The Consultant shall plan for meeting attendance at, but not limited to, the following meetings:

- Initial meeting with City Staff to discuss project and timeline.
- Meeting with staff of initial findings.
- Meeting with staff to review final report.

V. City Responsibilities

The City will be responsible for the following:

- Provide access to the location.

VI. SCHEDULING:

A Consultant will be recommended for approval to the Common Council by the Board of Park Commissioners. Once the approvals are attained City Staff will work promptly to provide the Consultant Agreement to the Consultant and City Officials for execution. Developing the design specifications and schematic will commence no later than two weeks after the execution of the agreement. The timing of bidding and construction will be determined once the design criteria have been completed.

VII. INSURANCE:

- A. The Consultant shall maintain during the life of the Agreement, the following minimum public liability and property damage insurance to cover claims for injuries, including accidental death, as well as from claims for property damages which may arise from the performance of work under the Agreement as stated below:
 - 1. Comprehensive general liability insurance, including personal injury liability, blanket contractual liability and broad form property damage liability. The combined single limit for bodily injury and property damage shall not be less than \$1,000,000; with additional umbrella liability insurance coverage for a total of not less than \$2,000,000.
 - 2. Automobile bodily injury and property damage liability insurance covering owned, non-owned, rented and hired cars. The combined single limit for bodily injury and property damage shall be not less than \$1,000,000.

3. Statutory workers compensation and employers' liability insurance as required by the state having jurisdiction.
 4. Professional liability insurance covering damages resulting from errors and omissions of the Consultant. The limit of liability shall be \$1,000,000 or the total consultant's fee on the project, whichever is greater.
- B. Proof of Insurance. The Consultant shall furnish the City with a Certificate of Insurance and additional insured endorsement countersigned by a Wisconsin Resident Agent or Authorized Representative of the insurer indicating that the Consultant meets the insurance requirements identified above. The Certificate of Insurance shall include a provision prohibiting cancellation of said policies except upon 30 days' prior written notice to the City and shall name the City as an additional insured under Consultant's general and professional liability policies for the specific contract or project covered. A copy of the Certificate of Insurance and endorsement shall be delivered to the City prior to execution of the agreement for final approval.

VIII. PROPOSAL SUBMITTALS:

Your proposal should include the following information in the order listed. You may submit your proposal via e-mail to mkosobucki@mail.de-pere.org or deliver, either in person, or by courier or mail to: Voyageur Retaining Wall, 925 S. Sixth Street, De Pere WI 54115

1. Consultant Background and Information
 - a. Include location of office, years of relevant experience, size of organization, other consultants you may be cooperating with, list of staff and relevant experience, etc...
2. Understanding of Project
 - a. Develop a summary of your understanding of the project, what needs to be done, and how you plan to accomplish those tasks.
3. Similar Projects
 - a. List a minimum of 3 projects of similar scope and service.
4. References
 - a. List a minimum of 3 references related to similar work.
5. Timeline
 - a. Show a detailed timeline of your plan to bring this project to successful completion.
6. Fee
 - a. List a lump sum fee for each component of the project.

IX. DELIVERY:

The deliverables for this project include the following:

1. Provide one copy of a report that contains the following information
 - a. Explanation of methods used to analyze retaining wall and sheet pile wall.

- b. Summary of the condition of the walls and supporting infrastructure.
- c. Summary of areas that are failing and theory of why they are failing.
- d. Areas that are identified as failing or in need of attention shall be given a priority ranking. This priority ranking should identify in the following method; 1) High – Should be done immediately or within one year, 2) Medium – Repair/replacement should be done within 2-3 years. 3) Low – Repair/replacement should be done after 3 years.
- e. Recommendations on what should be done to repair or replace failing areas.
- f. Cost opinion on repairing or replacing areas identified in the plan.

X. FEE:

Provide a lump sum fee. Should there be any items outside the scope of services listed in the RFP your firm feels should be included, we encourage the Consultant to include alternate fees for such work. A fee schedule can be found in the Appendix A-1.

XI. ADDITIONAL INFORMATION:

A sample Consultant Agreement the City uses is included with the RFP. It can be found in the Appendix A-2.

The City will provide the following information to the consultant:

- Aerial map showing the work area. See Appendix A-3.
- Photos identifying separation of retaining wall from sidewalk in work area. A-4

For questions, please contact Marty Kosobucki at 920-339-8358, or e-mail at mkosobucki@mail.de-pere.org.

Appendix

| A-1

Proposed Fee Schedule

Company Name: _____

Company Address: _____

Company Address: _____

Company Representative: _____

Signature: _____

Item	Fee
Voyageur Retaining Wall and Sheet Pile Wall Inspection and Condition Report	
Inspection and Condition Report	\$
Total Fee	\$

Please list any items not listed in the scope of services and fees/costs associated with those items below.

Item	Cost

A-2

(Sample Consultant Agreement)

**AGREEMENT FOR SERVICES BETWEEN THE
CITY OF DE PERE AND _____ (CONSULTANT NAME)
(Project Name)**

THIS AGREEMENT made and entered into this ____ day of _____, 2020, by and between the City of De Pere, a Wisconsin municipal corporation ("City"), and _____ ("Consultant").

WITNESSETH

WHEREAS, the City is in need of _____ (project description)
_____; and

WHEREAS, the Consultant has available and offers to provide qualified personnel and facilities necessary to accomplish the work within the required timeframe.

NOW THEREFORE, City and Consultant agree as follows:

I. DESCRIPTION OF PROJECT

The project is as described in the ____ (date) City Request for Proposals (Exhibit A) and Consultant's Proposal thereto dated ____ (date) (Exhibit B), both of which are attached hereto and incorporated by reference. If a conflict exists between Exhibit A and Exhibit B, the terms of Exhibit A shall prevail. If there is a conflict between the terms and conditions of Exhibit A and this Agreement, the terms of this Agreement shall prevail. No standard terms or conditions of Consultant's Proposal are incorporated into this Agreement unless such term is specifically written into the Agreement.

If, during the course of performing the work, City and Consultant agree that it is necessary to make changes in the project as described in the exhibits, such changes will be incorporated into this Agreement only by written amendment, signed by the parties.

II. SCOPE OF CONSULTING SERVICES

Consultant agrees to perform those services described Exhibits A and B. Any change to the scope of services as identified therein shall be defined in writing and authorized by both parties prior to performing such work. Such writing shall include the scope of work to be done, schedule for commencing and completing the work and the basis for compensation for such work.

III. SCOPE OF CITY SERVICES

City agrees to provide the Consultant items such as existing plans, standard specifications, and other information concerning the project that may be applicable in the design of the project, as are available.

IV. AUTHORIZATION, PROGRESS, AND COMPLETION

In signing this Agreement, the City grants the Consultant specific authorization to proceed with the work described herein.

For special services, the authorization by the City shall be in writing and shall include the definition of the work to be done, the schedule for commencing and completing the work, and the basis for compensation for the work, all as agreed upon by the City and the Consultant.

V. OWNERSHIP AND FORM OF DOCUMENTS

All documents created, maintained or received during the course of this Agreement, including those in electronic form, shall be deemed the property of City and Consultant shall not be considered the owner of any such document nor shall the Consultant retain any common law, statutory, or other right therein, including copyright, patent, or trademark. To that end, Consultant agrees to and hereby does assign and transfer to City all rights, title, and other interests in such drawings, specifications, or other documents, which rights shall include copyright, trademark, or patent rights therein, unless City fails to pay Consultant for such drawings, specifications and other documents, in which case the ownership and all rights shall revert to the Consultant.

City hereby grants Consultant a non-exclusive license to use the documents created pursuant to this Agreement, including any standard details used herein.

Consultant acknowledges that, as the Consultant to City, a Wisconsin municipality, Wis. Stats. §19.36(3) applies to it and records produced by it pursuant to this contract are subject to the public records law to the extent they would otherwise be if maintained by the City. Consultant agrees that, within 10 business days of a written request of City, it shall forward to City any such contract or records maintained by Consultant as are requested by City. Such records shall be in the format requested by City provided that such records are kept and maintained in that format. City shall reimburse Consultant for its reasonable costs incurred in complying with this paragraph.

Consultant further agrees to indemnify the City from all costs City incurs should Consultant fail to comply with these requirements.

VI. CONFIDENTIALITY OF INFORMATION

Consultant understands that, during the course of work under this contract, Consultant may become privy to confidential information of City. Consultant shall maintain the confidentiality of all information specifically designated confidential by City unless withholding such information would violate the law, create a significant harm to the public, or create a risk of significant harm to the public.

VII. TIME FOR COMPLETION

The parties hereto agree that time is of the essence in completion of the project. Should Consultant encounter any circumstances, which, in the Consultant's opinion, will delay their response time, Consultant shall so inform the City as soon as the delay in response time is known.

VIII. COMPENSATION

The City agrees to pay, and the Consultant agrees to accept, compensation as identified in Exhibit B, to be paid in a lump sum at the conclusion of the work. Payment to the Consultant is due upon receipt of invoice by the City. Compensation for special services shall be as agreed upon by the City and Consultant and set forth in the written authorization for special services.

IX. RESPONSIBILITY OF CONSULTANT

The Consultant is employed to render a professional service only, and any payments made to the Consultant are compensation solely for such services rendered and recommendations made in carrying out the work. The Consultant shall follow the practice of its profession to make findings, opinions, factual presentations, and professional advice and recommendations, consistent with the standard of care expected of professionals in the industry performing similar services on projects of like size and complexity.

X. NON-DISCRIMINATION

The Consultant agrees that, in performing under this Agreement with the City, it will not discriminate against any employee, applicant for employment or any other person or member of the public on the basis of age, race, creed, color, disability, marital status, sex, national origin, ancestry, arrest record, conviction record, military service, use or non-use of lawful products off the employer's premises during nonworking hours, declining to attend a meeting or to participate in any communication about religious matters or political matters, or any other basis provided under Wis. Stats. §111.321.

XI. INSURANCE

A. The Consultant shall maintain during the life of the Agreement, the following

minimum public liability and property damage insurance to cover claims for injuries, including accidental death, as well as from claims for property damages which may arise from the performance of work under the Agreement as stated below:

1. Comprehensive general liability insurance, including personal injury liability, blanket contractual liability and broad form property damage liability. The combined single limit for bodily injury and property damage shall not be less than \$1,000,000; with additional umbrella liability insurance coverage for a total of not less than \$2,000,000.
2. Automobile bodily injury and property damage liability insurance covering owned, non-owned, rented and hired cars. The combined single limit for bodily injury and property damage shall be not less than \$1,000,000.
3. Statutory workers compensation and employers' liability insurance as required by the state having jurisdiction.
4. Professional liability insurance covering damages resulting from errors and omissions of the Consultant. The limit of liability shall be \$1,000,000 or the total consultant's fee on the project, whichever is greater.

B. Proof of Insurance. The Consultant shall furnish the City with a Certificate of Insurance and additional insured endorsement countersigned by a Wisconsin Resident Agent or Authorized Representative of the insurer indicating that the Consultant meets the insurance requirements identified above. The Certificate of Insurance shall include a provision prohibiting cancellation of said policies except upon 30 days' prior written notice to the City and shall name the City as an additional insured under Consultant's general and professional liability policies for the specific contract or project covered. A copy of the Certificate of Insurance and endorsement shall be delivered to the City prior to execution of the agreement for final approval.

XII. ALLOCATION OF RISKS

To the fullest extent permitted by law, the Consultant shall indemnify and hold harmless the City, City's officers, directors, partners, and employees from and against any and all costs, losses, and damages (including, but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused by the negligent acts or omissions of Consultant or Consultant's officers, directors, partners, employees, and Consultant's Consultants in the performance and furnishing of Consultant's services under this Agreement.

To the fullest extent permitted by law, Consultant's total liability to City and anyone claiming by, through or under City for any cost, loss or damages caused in part by the negligence of Consultant or Consultant's subcontractor and in part by the negligence of City or

any other negligent entity or individual, shall not exceed the percentage share that Consultant's or Consultant's subcontractor negligence bears to the total negligence of City, Consultant and all other negligent entities and individuals.

XIII. SUBCONTRACTS

The Consultant shall obtain the written consent of the City prior to subcontracting any portion of the work to be performed under this project. The Consultant shall be responsible to the City for the actions of person and firms performing subcontract work.

XIV. ASSIGNMENT

This Agreement is binding on the heirs, successors, and assigns of the parties hereto. This Agreement is not to be assigned by either the City or Consultant without the prior written consent of the other.

XV. INTEGRATION

This Agreement represents the entire understanding of the City and Consultant as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Agreement may not be modified or altered except in writing signed by both parties.

XVI. JURISDICTION

This Agreement shall be administered and interpreted under the laws of the State of Wisconsin. Jurisdiction of litigation arising from this Agreement shall be in that state. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of this Agreement shall be in full force and effect.

XVII. SUSPENSION OF WORK

The City may suspend, in writing, all or a portion of the work under this Agreement in the event unforeseen circumstances beyond the control of the Consultant make normal progress in the performance of the work impossible. The Consultant may request that the work be suspended by notifying the City, in writing, of circumstances which are interfering with normal progress of the work. If agreed, the time for completion of the work shall be extended by the number of days the work is suspended. In the event that the period of suspension exceeds 90 days, the terms of this Agreement are subject to renegotiation and both parties are granted the option to terminate work on the suspended portion of the project in accordance with Article XVIII.

XVIII. TERMINATION OF WORK

The City may terminate all or a portion of the work covered by this Agreement for its convenience. Either the City or the Consultant may terminate work in the event the other party fails to perform in accordance with the provisions of this Agreement. Termination of this Agreement is accomplished by 15 days prior written notice from the party initiating termination to the other. Notice of termination shall be delivered by certified mail with receipt for delivery returned to the sender.

In the event of termination, the Consultant shall perform such additional work as is necessary for the orderly filing of documents and closing of the project. The additional time for filing and closing shall not exceed 10 percent of the total time expended on the completed portion of the project prior to the effective date of termination.

The Consultant shall be compensated for the completed portion of the work on the basis of work actually performed prior to the effective date of termination plus the work required for filing and closing. Charges for the latter work are subject to the 10 percent limitation described in this Article.

XIX. MEDIATION

All claims, disputes and other matters in question between the parties of this Agreement arising out of or relating to this Agreement or breach thereof, which are not disposed of by mutual agreement of the parties, shall be subject to mediation as a condition precedent to the institution of legal proceedings by either party. If such claim, dispute or other matter involves a lien arising out of the Consultant's services, the Consultant may proceed in accordance with applicable law to comply with lien notice and filing deadlines prior to resolution of the matter by mediation.

The City and Consultant shall attempt to resolve claims, disputes and other matters in question between them by mediation. A request for mediation shall be filed in writing with the other party to this Agreement. The request may be made concurrently with the filing of a civil action, but mediation shall proceed in advance of legal proceedings.

The parties shall share the mediator's and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

XX. NOTICES

Any notification required or needed under the contract shall be sent via First Class Mail to the following:

If to City:

If to Consultant:

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

(COMPANY NAME)

CITY OF DE PERE, WISCONSIN

By: _____
Name: _____

By: _____
Michael J. Walsh, Mayor

By: _____
Name: _____

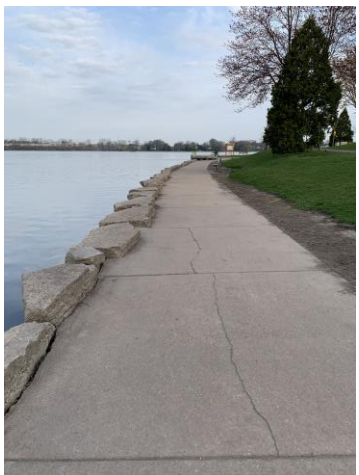
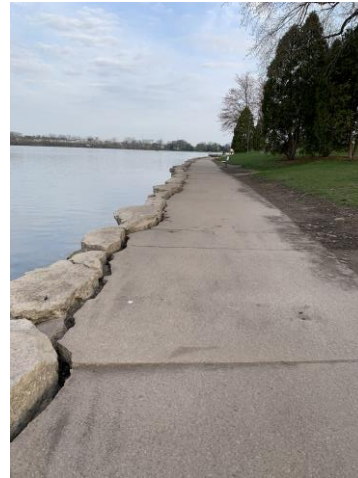
By: _____
Carey E. Danen, City Clerk

H:\azills\Agreements\Consultant Agreement Template11-25-19.docx

A-3 – Voyageur Park – Work Area



A – 4 Work Zone Photos



A-4 Work Zone Photos





City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: May 20, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Discussion of Future Plans for Extending Preserve Trail to Southwest Park.

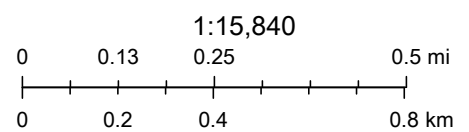
ATTACHMENTS:

- Preserve.Southwest.parcel (PDF)
- Preserve to Southwest (DOCX)

User Created DIME Map



04/21/2021 7:46:54 AM

DePereCounty_2020.sid  Parcel # Red: Band_1 Green: Band_2 Blue: Band_3

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Marty Kosobucki
Date: May 20, 2021

RE: Preserve to Southwest Park

At a previous meeting, the Park Board asked for an update and presentation regarding the ability to extend the Preserve Trail to Southwest Park. I have included a map that shows you the current active Parks (shaded in green), City owned property (shaded in red), as well as the additional parcels needed to be acquired to connect the two parks. One property is owned by the Town of Lawrence and the other two properties are owned by private residents. We have not made any attempts to acquire the private properties and would not do so unless directed.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: May 20, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Staff Update on Forestry Consulting Services

At the current time, we have not used the Forestry Services for any tree work.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: May 20, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Status Report on Hiring Process for Arborist Position.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: May 20, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Report on recruitment of Recreation Supervisor position.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: May 20, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Status on VFW Aquatic Facility Training Run, Ribbon Cutting, and Grand Opening.
