



Board of Park Commissioners

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

Regular Meeting

Final Minutes

Thursday, May 16, 2019

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 Randy Soquet

Attendee Name	Title	Status	Arrived
Ryan Jennings	Alderman	Excused	
Amy Chandik Kunding	Alderman	Excused	
Dean Raasch	Alderman	Present	
George Brown	Board Member	Excused	
Sue Schinkten	Board Member	Present	
Randy Soquet	Board Member	Present	
Bill Volpano	Board Member	Present	
Lydia McMorro	Teen Advisor	Excused	
William Soquet	Teen Advisor	Present	

Others present were John McDonald, Recreation Supervisor and Don Melichar, Park Superintendent/Forester.

II. Action Items

1. Approve Board of Park Commissioners Minutes from the April 18, 2019 Meeting.

Alderman Raasch moved to approve the Board of Park Commissioners minutes from the May 16, 2019 meeting, seconded by Sue Schinkten. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderman
SECONDER:	Sue Schinkten, Board Member
AYES:	Dean Raasch, Sue Schinkten, Randy Soquet, Bill Volpano
EXCUSED:	Ryan Jennings, Amy Chandik Kunding, George Brown

2. Approve \$500 donation from JW Flooring towards Upper Level Flooring Project.*

Bill Volpano moved to approve the \$500 donation from JW Flooring for Upper Level Flooring at the Community Center, seconded by Alderman Raasch. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Volpano, Board Member
SECONDER:	Dean Raasch, Alderman
AYES:	Dean Raasch, Sue Schinkten, Randy Soquet, Bill Volpano
EXCUSED:	Ryan Jennings, Amy Chandik Kunding, George Brown

3. Approve donation proposal from De Pere Girls Softball to rebuild the old batting cages.*

Alderman Raasch moved to approve the donation proposal from De Pere Girls Softball to rebuild the old batting cages, but for the rebuilding of the old cages to happen after the newly constructed cage is operational, seconded by Bill Volpano. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Bill Volpano, Board Member
AYES:	Dean Raasch, Sue Schinkten, Randy Soquet, Bill Volpano
EXCUSED:	Ryan Jennings, Amy Chandik Kunderling, George Brown

4. Approval of \$500 Donation from Tundra Apparel & Promotions for Beer Garden*

Alderperson Raasch moved to approve a \$500 donation from Tundra Apparel & Promotions for the Beer Garden seconded by Sue Schinkten.

Discussion followed.

Alderperson Raasch questioned how sponsors were going to be recognized and if other sponsors were being accepted.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Sue Schinkten, Board Member
AYES:	Dean Raasch, Sue Schinkten, Randy Soquet, Bill Volpano
EXCUSED:	Ryan Jennings, Amy Chandik Kunderling, George Brown

5. Approve bid from Bluemel's for VFW Playground surfacing in the amount of \$64,424.*

Alderperson Raasch moved to approve the bid from Bluemel's for VFW playground surfacing in the amount of \$64,424, seconded by Bill Volpano. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Bill Volpano, Board Member
AYES:	Dean Raasch, Sue Schinkten, Randy Soquet, Bill Volpano
EXCUSED:	Ryan Jennings, Amy Chandik Kunderling, George Brown

6. Approve request from Celebrate De Pere for renting Fairgrounds and waiver of fee.

Sue Schinkten moved to approve Celebrate De Pere renting the Fairgrounds property and waving the fees for the event, seconded by Bill Volpano.

Discussion followed.

Alderperson Raasch commented that Brown County is charging a fee and questioned why the city should consider waiving the park use fee.

Marty Kosobucki, Director of Parks, Recreation and Forestry stated that the city has always waived the park use fee when the event was held at Voyageur Park and Celebrate De Pere has requested the fee waiver for the new venue.

Alderperson Raasch questioned what was done differently so the bald eagles are not impacted.

Marty Kosobucki stated that Celebrate De Pere worked with Joe Henry at the Wisconsin Department of Natural Resources (WDNR) regarding restriction on the event set-up due to the eagles nest and has received confirmation from Joe of the new approved set-up.

Sue Schinkten moved to open the meeting at 6:38 pm, seconded by Alderperson Raasch.

Upon vote, the motion passed unanimously.

Carl Castelic from Celebrate De Pere commented on the revised plans for the event. At first, the majority of events were going to take place in the tree area on the De Pere side of the Fairgrounds property. When the committee was made aware of the regulations

related to the eagles nest, they met with the Wisconsin Department of Natural Resources and the US Fish and Wildlife Service. With the activity and noise restriction with the eagles nest, the events were relocated to the Brown County side. With the new layout, the De Pere side is only being used for traffic control and volunteer parking. Brown County is requiring them to pay the park use fee and they will look at a possible waiver next year. Alderperson Raasch questioned if the city was supplying any resources and how those fees would be handled. He also commented that the biggest concern he has heard was with the event being moved to the fairgrounds, the city of De Pere is not being promoted as much.

Carl Castelic stated that Voyageur Park has site size constrictions. Moving the event to the Fairgrounds allows more events to be added. Free shuttle services will still be offered for transportation to both the east and west sides of downtown. Also, the same non-profit organizations will be involved with the event.

Bill Volpano moved to close the meeting to public comment at 7:48 pm, seconded by Alderperson Raasch. Upon vote, the motion passed unanimously.

Upon vote, the above motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Schinkten, Board Member
SECONDER:	Bill Volpano, Board Member
AYES:	Dean Raasch, Sue Schinkten, Randy Soquet, Bill Volpano
EXCUSED:	Ryan Jennings, Amy Chandik Kunding, George Brown

7. Approve consultant for Forestry inventory update.*

Don Melichar, Park Superintendent/Forester explained that the city currently has a tree inventory system, but over the years it has fallen behind with updates and is inaccurate. This provides for a consultant to physically go out into the field, pinpoint the location, species and size of all terrace trees and update the system. They will also inspect the trees and report any damage or disease found.

Alderperson Raasch moved to approve the bid from Ranger Services for \$20,000 for forestry inventory update, seconded by Bill Volpano. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Bill Volpano, Board Member
AYES:	Dean Raasch, Sue Schinkten, Randy Soquet, Bill Volpano
EXCUSED:	Ryan Jennings, Amy Chandik Kunding, George Brown

8. Approve final design for VFW Aquatic Facility.

Alderperson Raasch moved to approve the final design for the VFW Aquatic Facility, seconded by Bill Volpano.

Discussion followed.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that there were two minor changes to the plan. The low diving board was removed and the placement of the Veteran Memorial was relocated. Originally the memorial was going to be located at the front entry of the aquatic facility; however, the new location is near the sidewalk. The reasoning behind moving it was that the aquatic facility is only open for a couple of months. Relocating the memorial near the sidewalk provides a greater opportunity for more people to view it.

Upon vote the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Bill Volpano, Board Member
AYES:	Dean Raasch, Sue Schinkten, Randy Soquet, Bill Volpano
EXCUSED:	Ryan Jennings, Amy Chandik Kunderling, George Brown

9. Approve and recommend to City Council a budget for VFW Aquatic Facility.*

Alderperson Raasch moved to approve the construction budget for the VFW aquatic facility consistent with the budget estimates prepared by Graef, seconded by Bill Volpano.

Discussion followed.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Bill Volpano, Board Member
AYES:	Dean Raasch, Sue Schinkten, Randy Soquet, Bill Volpano
EXCUSED:	Ryan Jennings, Amy Chandik Kunderling, George Brown

10. Consider Approval of proposed 2019 - 2026 Capital Improvement Plan.

Marty Kosobucki reviewed the CIP and explained that fixing Optimist Park playground surfacing was not on the CIP. Originally, for cost saving measures, when the playground surfacing was installed at Optimist Park, part is poured in place and part is crushed rubber. Last year in the CIP, replacing the crushed rubber surface with poured in place was in the budget, however it didn't receive much support at the budget workshop and the mayor took it out. Due to the lack of support, currently it is not in the CIP, but it could be added back in.

Discussion followed.

Alderperson Raasch moved to approve the CIP with the addition of fixing the Optimist Park playground surfacing inserted between regrading VFW softball field/fence repair and Kelly Danen fencing repairs, seconded by Sue Schinkten. Upon vote, the motion passed unanimously.

III. Staff Updates

1. Update on status of Bomier Boat Launch renovation.

Marty Kosobucki, Director of Parks, Recreation and Forestry stated that the Bomier Boat Launch renovations will be starting soon and the preconstruction meeting is scheduled for June 17th.

2. Update on completion of Legion Tennis/Pickleball courts.

Marty Kosobucki, Director of Parks, Recreation and Forestry stated that there has been a lot of interest in the pickleball courts and we are hoping that they will be open by Memorial Day.

RESULT:	DISCUSSED
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3. Update on tennis court lighting at De Pere High School.

Marty Kosobucki, Director of Parks, Recreation and Forestry commented that the start date for the De Pere tennis court lighting is June 10th and it looks like there will be one lighted court.

RESULT:	DISCUSSED
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IV. Future Agenda Items

Marty Kosobucki, Director of Parks, Recreation and Forestry stated that Legion Pool will be in the next agenda. The consultants didn't anticipate the changes that needed to be done, but will have them ready in June.

V. Public Comment Period

Alderperson Raasch questioned the ground breaking ceremony of the community garden

Marty Kosobucki, Directory of Parks, Recreation and Forestry stated the after many obstacles, the ground breaking ceremony took place on Tuesday May 14th. There are 25 food plots and 19 are sold. If all goes well with this location, the extension office will look into a possible west side location.

Sue Schinkten questioned when the VFW Aquatic Center construction would potentially start.

Marty Kosobucki stated that the demolition of the building is potentially scheduled to start on June 1st.

There were some problems encountered with the emergency siren running through the pool building that needed to be solved. Construction of the new facility would not start until August or September at the earliest.

VI. Adjournment

Alderperson Raasch moved to adjourn the meeting at 7:25 pm, seconded by Sue Schinkten.

Upon vote, the motion passed unanimously.

Respectfully submitted,
Grace Lahtela