



Board of Park Commissioners

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

Regular Meeting

Final Minutes

Thursday, April 23, 2020

6:30 PM

I. Call to Order

The meeting was called to order at 6:30 PM by Board Member George Brown

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

Others Present: Don Melichar, Park Superintendent/Forester, Paula Rahn, Recreation Superintendent, and John McDonald, Recreation Supervisor.

II. Action Items

1. Approve Board of Park Commissioners Minutes from the February 20, 2020 Meeting.

Sue Schinkten moved to approve the Board of Park Commissioners minutes from the February 20, 2020 meeting, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Schinkten, Board Member
SECONDER:	Randy Soquet, Board Member
AYES:	Nelson, Kunding, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Bill Volpano

2. Recommendation to Accept Donation from De Pere Girls Softball Association. *

Marty Kosobucki, Director of Parks, Recreation and Forestry, explained that the De Pere Girls Softball Association would like to construct a storage unit at each of the diamonds at Optimist Park. The units would be block buildings that would match the appearance of the concession building.

Randy Soquet moved to accept the donation of the storage units from De Pere Girls Softball Association, seconded by Sue Schinkten. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Soquet, Board Member
SECONDER:	Sue Schinkten, Board Member
AYES:	Nelson, Kunding, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Bill Volpano

3. Recommendation to Accept Donation from Tundra Apparel & Promotions for Beer Garden Valued at \$500*

Alderson Raasch moved to accept the donation from Tundra Apparel & Promotions for the beer garden banner, seconded by Alderson Chandik-Kundinger. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderson
SECONDER:	Amy Chandik Kundinger, Alderson
AYES:	Nelson, Kundinger, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Bill Volpano

4. Recommendation to Accept \$2500 Donation from Kay Distributing for Beer Gardens.*

Marty Kosobucki, Director of Parks, Recreation and Forestry, explained that this is a cash donation. Some questions have been asked what would happen to the donations if the events were cancelled. If any events are cancelled, sponsors will be asked if the donation could go toward the following year, or if they would like a prorated portion returned.

Sue Schinkten moved to accept the \$2,500 donation from Kay Distributing for the Beer Gardens, seconded by Alderson Raasch.

Discussion followed.

Alderson Nelson questioned if there is a set date to make a decision on what is going to happen at least for the June beer garden.

Marty Kosobucki stated that decisions will be made at the May 21st Park Board meeting. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Schinkten, Board Member
SECONDER:	Dean Raasch, Alderson
AYES:	Nelson, Kundinger, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Bill Volpano

5. Recommendation to Accept Donation of Little Library at Jim Martin Park from the Green Bay Teen Leadership Program.

Alderson Nelson moved to accept the donation of a Little Library at Jim Martin Park from the Green Bay Teen Leadership Program, seconded by Alderson Raasch. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderson
SECONDER:	Dean Raasch, Alderson
AYES:	Nelson, Kundinger, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Bill Volpano

6. Recommendation to Accept Donation from Betty Lou Lewis in the Amount of \$250 for Inflatable's Purchase*

John McDonald, Recreation Supervisor gave an update on the pool inflatable obstacle course. With COVID-19, shipping is delayed slightly, but they are hoping to ship it out the end of June.

Randy Soquet moved to accept a donation of \$250 from Betty Lou Lewis to be used toward the pool inflatable purchase, seconded by Sue Schinkten. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Soquet, Board Member
SECONDER:	Sue Schinkten, Board Member
AYES:	Nelson, Kunding, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Bill Volpano

7. Recommendation to Accept a \$10,000 Donation from the Dickhut Family Charitable Endowment Fund for the Community Center Remodeling Project*

Paula Rahn, Recreation Superintendent, gave an update on the Community Center remodeling project. She stated the flooring has already been put in and looks great. This generous donation will go towards tables and chairs for the upper level.

Randy Soquet moved to accept a \$10,000 donation from the Dickhut Family Charitable Endowment Fund for the Community Center remodeling project, seconded by Alderperson Raasch.

Discussion followed.

Alderperson Nelson questioned the amount of the flooring cost and total of donations. Paula Rahn, Recreation Superintendent, explained that the total cost of the flooring was \$23,000. There was \$13,000 that was transferred from a different project to cover the cost of the flooring project. This \$10,000 donation is additional funding and will be used for tables and chairs for the upper level.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Soquet, Board Member
SECONDER:	Dean Raasch, Alderperson
AYES:	Nelson, Kunding, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Bill Volpano

8. Consideration and Possible Action to Approve Request From Select Soccer for Use of Soccer Fields at SW Park to Host President Cup Tournament in 2021-2023

George Brown stated that Derek Rhodes from De Pere Select Soccer is present at the meeting to answer any questions that may arise.

Randy Soquet moved to open the meeting to public comment at 6:49 pm.

Randy Soquet withdrew the motion to open the meeting to public comment at 6:50 pm.

Randy Soquet moved to approve the request from De Pere Select Soccer for the use of the soccer fields at Southwest Park to host the President Cup Tournament in 2021-2023, seconded by Alderperson Raasch.

Discussion followed.

Alderperson Raasch appreciates the tournament being held at Southwest Park and hopes that it will not impact youth sports.

Don Melichar, Park Superintendent, stated that the schedules were verified to make sure that other youth activities would not be impacted. De Pere Select soccer is the only group that would be using the fields at the time the tournament occurs.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Soquet, Board Member
SECONDER:	Dean Raasch, Alderperson
AYES:	Nelson, Kunding, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Bill Volpano

9. Consideration and Possible Action to Approve Easement Request from Wisconsin Public Service in VFW Park.

Alderperson Raasch moved to approve the easement request from Wisconsin Public Service in VFW Park, seconded by Alderperson Nelson.

Discussion followed.

George Brown verified that the easement will not have any conflict with the pool placement.

Marty Kosobucki, Director of Parks, Recreation and Forestry commented that the engineering consultant for the Aquatic Center has been in contact with WPS. The consultant does not have any issues with the placement of the easement.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Nelson, Kunding, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Bill Volpano

10. Consideration and Possible Action to Approve NEW Water Sub-Award Grant Agreement for Tree Planting*

George Brown questioned if these new trees put the city even further behind with tree maintenance.

Don Melichar, Park Superintendent/Forester explained that a couple months ago a program was set up to help replace some of the ash trees that are being taken down due to Emerald Ash Borer.

Sue Schinkten moved to approve the NEW Water sub-award grant agreement for tree planting, seconded by Alderperson Chandik-Kunding. Upon vote, the motion passed unanimously.

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

11. Consideration and Possible Action to Select Playground Equipment for Patriot Park.

Marty Kosobucki, Director of Parks, Recreation and Forestry, explained that there were varies staff members from the MSC that reviewed all the submitted designs and voted on their top three choices. The designs that received the most votes were the three from Lee Recreation, one from Northland Recreation and Minnesota-Wisconsin option 1.

George Brown questioned if anyone had a problem with dismissing the ones that did not make the top five. Everyone was in favor of just reviewing the top five designs.

George Brown questioned if everyone was in favor of just reviewing the top three that received the most votes. Everyone was in favor of just reviewing the top three.

Marty Kosobucki, Director of Parks, Recreation and Forestry, explained that the three options that received the most votes were Lee Recreation option 2, Lee Recreation option 3, and Minnesota-Wisconsin option 1.

Discussion followed.

Alderson Raasch questioned if all three designs include the poured in place surfacing. Marty Kosobucki, Director of Parks, Recreation and Forestry, explained that the poured in place surfacing and sidewalks will be bid out after the playground equipment is installed.

Lydia McMorrow, Teen Advisor, commented that her favorite is Lee Recreation option 2.

William Soquet, Teen Advisor, commented that he also likes Lee Recreation option 2.

Alderson Nelson questioned the budget amount and if all three meet the budget amount. He explained that he lives near Patriot Park and his kids really like the Minnesota-Wisconsin option 1, but feels any of the three would be awesome.

George Brown commented that he also likes Lee Recreation option 2, but doesn't think the free standing play item will get used.

Alderson Raasch questioned if any of the play equipment have ADA accessible options.

Marty Kosobucki, Director of Parks, Recreation and Forestry, explained that all of the playgrounds are fully ADA accessible, but would not be considered an inclusive playground like the Voyageur Park playground.

Don Melichar, Park Superintendent explained some of the features on the Lee Recreation option 2 design. The larger swing seats are not considered handicap swings. They are adult swings, but can be utilized by larger children that may have some problems. Also, the free standing play structures are called ground play units, which are design to be utilized by people that cannot get up into the play structure.

Randy Soquet commented that his daughter loves the ground play units at the playgrounds and gives the kids a great opportunity to use their imagination.

Alderson Raasch commented that he also likes Lee Recreation option 2 but feels we should also look at the Minnesota-Wisconsin option that Alderson Nelson's kids liked.

Sue Schinkten questioned what features attracted the kids to the Minnesota-Wisconsin option.

Alderson Nelson explained they liked the color, but also the spinning slide. Lee Recreation option 2 was their second choice.

Alderson Raasch moved to select Lee Recreation option 2 for playground equipment for Patriot Park, seconded by Sue Schinkten. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderson
SECONDER:	Sue Schinkten, Board Member
AYES:	Nelson, Kundinger, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Bill Volpano

12. Consideration and Possible Action Related to VFW Aquatic Facility Features.

Marty Kosobucki, Director of Parks, Recreation and Forestry, explained that the budget only allowed for the lily pads for the water walk. At a previous meeting, the park board requested for research to be done, regarding the cost of the fancier ones. Due to the timing of the proposal, the consultant had to move forward with the lily pad option and a change order can be done later.

Alderson Raasch questioned if other can be purchased if donations were obtained.

Sue Schinkten moved to continue with the lily pad option for the water walk at the aquatic facility as originally proposed, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Schinkten, Board Member
SECONDER:	Randy Soquet, Board Member
AYES:	Nelson, Kunding, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Bill Volpano

13. Consideration and Possible Action to Approve Sending Out Request for Proposals for Conceptual Design for a Voyageur Park Multi-Use Building.

Marty Kosbucki, Director of Parks, Recreation and Forestry, explained that the park board previously approved revising the restroom building at Voyageur Park into a multi-use building, similar to the building in the city of Greenfield. The idea of a multi-use building was sent to Council for approval. Council supports the idea, however funding was not allocated because there isn't a definitive plan. Approval would allow us to hire a consultant to come up with a conceptual design and to generate cost estimates.

Aldersperson Nelson moved to approve sending out request for proposals for conceptual design and cost estimates for a Voyageur Park multi-use building, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Aldersperson
SECONDER:	Randy Soquet, Board Member
AYES:	Nelson, Kunding, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Bill Volpano

III. Future Agenda Items

George Brown stated that he has submitted his resignation to Mayor Boyd. George agreed to help for a limited time and stated it has been a real pleasure to work with everyone.

IV. Adjournment

George Brown moved to adjourn the meeting at 7:25 pm, seconded by Sue Schinkten. Upon vote, the motion passed unanimously.

Respectfully submitted,
Grace Lahtela