Board of Park Commissioners

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

Regular Meeting

Final Minutes

Thursday, April 18, 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 George Brown

Attendee Name	Title	Status	Arrived
Amy Chandik Kundinger	Councilwoman	Excused	
Ryan Jennings	Alderperson	Present	
Larry Lueck	Alderperson	Excused	
Dean Raasch	Alderperson	Present	
George Brown	Board Member	Present	
Sue Schinkten	Board Member	Present	
Randy Soquet	Board Member	Late	6:35 PM
Bill Volpano	Board Member	Excused	
Lydia McMorrow	Teen Advisor	Present	
William Soquet	Teen Advisor	Excused	

Others present: Don Melichar, Park Superintendent/Forester, Paula Rahn, Recreation Superintendent, John McDonald, Recreation Supervisor, Scott Thoresen, Public Works Director, Alderperson Hansen, and Alderperson Crevier.
George Brown thanked Larry Lueck for his 8 years of service on the Board of Park Commissioners.

II. Action Items

1. Approve Board of Park Commissioners Minutes from the March 21, 2019 Meeting.

Alderperson Raasch stated there were comments made regarding alternative funding options that should be included in the minutes. He referred comments to Marty Kosobucki who stated at minute 51:48 of the Board of Park Commissioner meeting on March 21st, I stated "I don't want to be all gloom and doom with it, there is obviously the ability to look at alternative funding above and beyond what the referendum is." Alderperson Raasch approved the minutes of the March 21, 2019 Board of Park Commissioners meeting as amended, seconded by Sue Schinkten. Upon vote, the motion passed unanimously with a 4-0 vote.

RESULT:	**ADOPTED AS AMENDED [4 TO 0]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Sue Schinkten, Board Member
AYES:	Ryan Jennings, Dean Raasch, George Brown, Sue Schinkten
EXCUSED:	Amy Chandik Kundinger, Larry Lueck, Bill Volpano
AWAY:	Randy Soquet

2. Approve $500 donation from Greta Johnson for Recreation Scholarship Fund.*

Sue Schinkten moved to approve the $500 donation from Greta Johnson for the Recreation Scholarship Fund, seconded by Alderperson Raasch. Upon vote, the motion passed unanimously with a 4-0 vote.

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

3. Approve $4,000 sponsorship from Tweet Garot for Beer Garden.*

Alderperson Raasch moved to approve $4,000 sponsorship from TweetGarot for the Beer Garden, seconded by Alderperson Jennings. Upon vote, the motion passed unanimously by a 4-0 vote.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Ryan Jennings, Alderperson
AYES:	Ryan Jennings, Dean Raasch, George Brown, Sue Schinkten
EXCUSED:	Amy Chandik Kundinger, Larry Lueck, Randy Soquet, Bill Volpano

4. Review and consider Southwest Park Lighting Contract and Installation.*

Randy Soquet arrived at 6:35 pm.
George Brown stated there are concerns because the bids received far exceeded the budget amount.
Alderperson Raasch commented that De Pere Select Soccer is making a sizable contribution to this project and feels that other alternative options should be researched before anything is finalized.
Marty Kosobucki stated De Pere Select Soccer has offered to donate $35,000 - $45,000 to help fund the installation of the lights. The design and consulting was partly covered by the City. The low bid came in around $66,000 and there is an additional $10,000 needed to update the lights. To cover the funding shortage, options would be to ask Council for additional funds to come from undesignated reserves, postpone the project and ask for additional funding in the 2020 budget, delay the project and look for additional donations, or decline the entire project.
Alderperson Raasch questioned the age of the lights and if it would be better to look at the project in the future to install new LED lights.
Marty Kosobucki stated that a new system would probably come in around $140,000 which would come with a warranty and have web based controls.
Sue Schinkten moved to open the meeting to public comment at 6:40 pm, seconded by Alderperson Jennings. Upon vote, the motion passed unanimously by a 5-0 vote.
Dale Rhodes commented that De Pere Select Soccer would be willing to donate up to $55,000 to get the light installed. Every year the project is delayed, the costs go up. The lights are available and it would be a minimal cost to the City. There is a great need for lighted fields.
Alderperson Raasch questioned if other municipalities have lighted fields.
Dale Rhodes commented that the Village of Howard just put in lights for two fields at the Asko Noble Park.
George Brown commented that as desirable the project is, he hesitates to ask council for any funding.
Alderperson Raasch moved to return to regular order at 6:45 pm, seconded by Alderperson Jennings. Upon vote, the motion passed unanimously with a 5-0 vote.

Alderperson Raasch moved to refer the project back to staff to determine project costs in 2020 and to look for other funding options to determine if it makes sense to do something this year or wait until the 2020 budget, seconded by Sue Schinkten. Upon vote, the motion passed unanimously with a 5-0 vote.
Randy Soquet moved to reject the bids for the lighting project at Southwest Park at 9:40 PM, seconded by Sue Schinkten. Upon vote, the motion passed unanimously with a 5-0 vote.

RESULT:	**ADOPTED [UNANIMOUS]**
AYES:	Jennings, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Amy Chandik Kundinger, Larry Lueck, Bill Volpano

5. Consider design for VFW Aquatic Facility.

Pat Skalecki from Graef and Matt Friebe from Water Technology gave an updated on the progress that was made on the aquatic center designs, stating modifications were made from the comments that were received at the March Park Board meeting. A single concept plan was prepared, along with budgets and anticipated operating costs, for each facility. A detailed presentation was given showing 2D and 3D renderings, physical features of the pool, and cost estimates for both construction and operational costs.

Marty Kosobucki, Director of Parks, Recreation and Forestry, commented that at the last Park Board meeting, there was confusion on the referendum and the budget for the pools. He reiterated that right now there is no budget set for the pools. The referendum passed and the $12 million is no more than a benchmark that was referenced as what the referendum could cover over a span of 20 years of borrowing. It was not intended to establish a budget, it is an estimate of what available funding will be and if additional funding might be necessary.
A detailed discussion of the VFW aquatic facility followed.
Randy Soquet questioned the depth of the lap pool and shallow end.
Alderperson Jennings questioned the zero depth entry and an estimate on the number of lifeguards required.
Lydia McMorrow, Teen Advisor, commented that she liked the layout, the water cross feature and feels there is a good variety of things to do.
Marty Kosobucki, Director Parks, Recreation and Forestry, commented that the Park Board might want to consider constructing some type of VFW memorial on the front entrance patio area to replace the existing one that will be removed.
Alderperson Jennings questioned the drop slide and climbing wall options and if these could be added later.
Randy Soquet questioned the possibility of installing all three diving boards, however only having two open at a given time, eliminating the need for one lifeguard.
Alderperson Raasch commented that he appreciated the concerns with cost savings, but feels that it should be done right and the way we want it.
George Brown commented that the facility is for the entire community and we need to make sure it is done right the first time.
Alderperson Jennings commented that he likes to be aware of what parts can be eliminated or added through sponsorship.
Activity features were discussed in detail.
Sue Schinkten questioned the popularity of the activity features.
George Brown questioned if everyone liked the plan with the memorial added.
Alderperson Raasch suggested getting veteran and military comments on the memorial.

Alderperson Jennings commented on the third diving board and the requirement of an additional staff person.
Alderperson Jennings moved to approve the VFW Pool design but remove the ½ meter diving board, seconded by Alderperson Raasch.
Discussion followed.
Matt Friebe, Water Technology clarified the motion to remove the ½ meter diving board, but leave the space so it can be added at a later date.
Randy Soquet moved to open the meeting to public comment at 7:35 pm, seconded by Sue Schinkten. Upon vote, the motion passed unanimously.
Diane Goffard, Paul Steckart, Dave Hunnicutt and Katie Carviou spoke on the VFW Pool design.
Alderperson Raasch reiterated that there has never been a budget for reconstruction of the pools. The referendum does not set a budget. There is around $900,000 coming in with the referendum that is to be used for construction and operation of the pools, with no end date. We need to be conscious of what the money is spent on and spend it in a prudent way. The teen advisor likes the concept and we want to pull the teen age group back to the pools. It's hard to get any type of sponsorship without a design and vision of the project.
Sue Schinkten commented on addressing the declining interest in the pools.
Randy Soquet moved to return to regular order at 7:50 pm, seconded by Alderperson Jennings. Upon vote the motion passed unanimously.
Alderperson Jennings questioned the location of the diving boards.
Upon vote, the above motion passed unanimously with a 5-0 vote.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ryan Jennings, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Jennings, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Amy Chandik Kundinger, Larry Lueck, Bill Volpano

6. Consider design for Legion Aquatic Facility

Patrick Skalecki from Graef and Matt Friebe from Water Technologies gave a detailed presentation on Legion Pool, stating the site at Legion is more restrictive and bounded on all four sides. There are also historical trees that are not to be disturbed. Matt pointed out that with the pool being an 8 lane lap pool, this leads to the possibility of hosting summer swimming meets.
A detailed discussion of the Legion Pool design followed.
Randy Soquet questioned the square footage of shallow water activity area.
Marty Kosobucki, Director of Parks, Recreation and Forestry confirmed the location has some serious obstacles, however it appears that there would be some room to stretch the footprint to the west without disturbing the trees and the tennis courts. There are significant differences in swimming space in the design compared to the current footprint of the pool.
Randy Soquet suggested adding a bump out for an activity area on the west side of the lap pool. This would make it easier for parents to watch kids in both the tot and activity areas.
John McDonald, Recreation Supervisor commented on the need for outdoor pools for swim meets.
Alderperson Jennings commented on the pool designs being complimentary and the square footage of the water.

Marty Kosobucki, Director of Parks, Recreation and Forestry reminded the Park Board that the contract with Graef agrees to minor revisions and then a final design to come back to Park Board for approval. If there are major changes, a change order will need to be requested with Graef.
Alderperson Raasch commented on adding a third diving board. He stated he has received many comments about having three diving boards.
Randy Soquet moved to open the meeting to public comment at 8:35 pm, seconded by Alderperson Jennings. Upon vote, the motion was approved unanimously.
Gene Hackbarth, Dave Hunnicutt and Katie Carviou spoke regarding the design of Legion Pool.
John McDonald, Recreation Supervisor explained how a swim meet would work at Legion Pool.
Alderperson Raasch recommended a 5 minute recess at 8:50 pm, seconded by Randy Soquet. Upon vote, the motion passed unanimously.
The meeting was called back to order at 8:55 pm.
Alderperson Hansen is concerned with the decrease in square footage in the new design compared to the existing pool and feels the shallow active play area should be increased. He feels recommendations should be made based on what is right to do and if renegotiation is needed with Graef due to major changes, then it should be done.
Alderperson Raasch moved to return to regular order at 9:00 pm, seconded by Randy Soquet. Upon vote, the motion passed unanimously.
Sue Schinkten commented on the design of the entry into the lap pool.
Marty Kosobucki, Director of Parks, Recreation and Forestry commented that if the Park Board is considering adding area to the pool, that the consultant should be conscious of sight lines and adding additional staff.
Alderperson Raasch moved to approve the design for Legion Pool as presented with the addition of a 1/2m diving board; to maximize the pool area by expanding as far west as possible, while not impacting the trees and tennis court, and use this space to create an activity area; do not downsize the tot pool; and add sidewalk to the south side of the design.
Matt Frebie from Water Technologies asked for clarification on the size of the additional activity area. He stated that it appears that the largest the additional area could be is 700-1,000 square feet.
Sue Schinkten moved to open the meeting back up to public comment at 9:10 pm, seconded by Randy Soquet. Upon vote, the motion passed unanimously.
Shana Ledvina spoke on the pool design and the possible increase in square footage.
Alderperson Crevier spoke about the trees at the location and the possibility of removing some.
Alderperson Raasch moved to return to regular order at 9:15 pm, seconded by Randy Soquet. Upon vote, the motion passed unanimously.
Matt Frebie from Water Technologies presented another option of adding a bump out on the deep end of the pool for the diving boards. This would allow the shallow end to be extended up to the deep well.
Alderperson Raasch summarized his motion to approve the design with the following changes: expand footprint as far west as possible, but for the tree area and tennis court not to be impacted; to maximize the activity area; add the third diving board; add sidewalk to the south of the pool footprint; and for the tot pool to stay the same size. If contract needs to be renegotiated with Graef, that would be fine.
Upon vote, the above motion passed unanimously with a 5-0 vote.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Sue Schinkten, Board Member
AYES:	Jennings, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Amy Chandik Kundinger, Larry Lueck, Bill Volpano

7. Approval to Accept 7-Up as Vendor for Vending Machines in De Pere Parks.*

Alderperson Raasch moved to approve the vending machine contract for the De Pere Parks with 7-Up, seconded by Randy Soquet. Upon vote, the motion passed unanimously with a 5-0 vote.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Randy Soquet, Board Member
AYES:	Jennings, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Amy Chandik Kundinger, Larry Lueck, Bill Volpano

8. Recommendation from the Board of Public Works to approve the Tree Replacement Policy for Street Construction Projects

Alderperson Hansen gave a review of the proposed changes to the Arboricultural Specifications Manual for tree replacements for City construction projects. Currently, when a tree is removed for a construction project, if the homeowner wants a replacement tree, they are responsible for the cost of the tree. With the proposed change, if the property owner wanted a replacement tree and it was feasible to put a new tree in, the cost would shift to the city.
Alderperson Jennings moved to approve the tree replacement policy for street construction projects, seconded by Randy Soquet. Upon vote, the motion passed unanimously, with a 5-0 vote.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ryan Jennings, Alderperson
SECONDER:	Randy Soquet, Board Member
AYES:	Jennings, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Amy Chandik Kundinger, Larry Lueck, Bill Volpano

9. Consider postponing Southwest paving project till 2020.

Marty Kosobucki, Director of Parks, Recreation and Forestry gave a summary of the paving project at Southwest Park. The City Engineer does not feel that there will be enough funds to complete the paving and sidewalk as proposed. The project is not a safety concern, so staff recommends postponing the project and request additional funding in 2020.
Alderperson Raasch moved to postpone the Southwest paving project until 2020, seconded by Randy Soquet. Upon vote, the motion passed unanimously with a 5-0 vote.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Randy Soquet, Board Member
AYES:	Jennings, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Amy Chandik Kundinger, Larry Lueck, Bill Volpano

10. Approve Design for New Large Park Signs.

Marty Kosobucki, Director of Parks, Recreation and Forestry stated at the last Park Board meeting, it was requested that staff research the cost difference for new park signs with and without the city logo. Upon research, the cost estimates came back the same. Staff and the Branding Committee recommend exhibit A, number 5 as the preferred choice. Alderperson Raasch moved to approve exhibit A, number 5, recommended by staff and the Branding Committee, as the new design for large park signs, seconded by Randy Soquet. Upon vote, the motion passed unanimously with a 5-0 vote.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Randy Soquet, Board Member
AYES:	Jennings, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Amy Chandik Kundinger, Larry Lueck, Bill Volpano

11. Consider concept of an urban soccer facility.

Alderperson Raasch presented the idea of urban soccer fields, stating soccer has gained in popularity, but locations to play have not. Urban soccer fields are mini soccer fields with artificial turf, allowing a small group of people to play games. With side boards and netting around the field, there is no out of bounds helping the younger players improve their skills. With the number of kids playing soccer in De Pere, he thinks it is a great idea.
George Brown agrees that urban soccer fields are a great idea and should be researched.
Randy Soquet questioned if the walls would stay up all year.
Marty Kosobucki, Director of Parks, Recreation and Forestry stated the hope would be for them to stay up all year. With the size of the fields, the majority of the parks would be able to fit at least two fields. If the Park Board is in support of the fields, they could be added to the seven year capital plan.
Randy Soquet moved to approve the concept of urban soccer fields and place in the capital project plan, seconded by Alderperson Raasch.
Alderperson Raasch commented that the goal is to put in parks close to residential areas so kids can easily get to them.
Upon vote, the above motion passed unanimously with a 5-0 vote.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Randy Soquet, Board Member
SECONDER:	Dean Raasch, Alderperson
AYES:	Jennings, Raasch, Brown, Schinkten, Soquet
EXCUSED:	Amy Chandik Kundinger, Larry Lueck, Bill Volpano

III. Staff Updates

1. Update on status of Optimist Park parking lot and basketball court project.

Marty Kosobucki, Director of Parks, Recreation and Forestry, gave an update on the reconstruction of the parking lot and basketball court at Optimist Park.

RESULT:	**DISCUSSED**

2. Review results of Community Survey regarding public transportation to Legion Pool.

Marty Kosobucki, Director of Parks, Recreation and Forestry, gave an update on the results of the public transportation survey to Legion Pool. Only about 50% of the respondents would use the service and only around 23% would pay for the service.

RESULT:	**DISCUSSED**

IV. Public Comment Period

None

V. Future Agenda Items

Marty Kosobucki, Director of Parks, Recreation and Forestry commented on the possibility of a neighborhood center on the East side of the city. We have the Community Center on the West side, but nothing on the East.

VI. Adjournment

Randy Soquet moved to adjourn the meeting at 9:45 pm, seconded by Alderperson Raasch. Upon vote, the motion passed unanimously with a 5-0 vote.

Respectfully submitted,
Grace Lahtela