



Board of Park Commissioners

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

Regular Meeting

Final Minutes

Thursday, February 20, 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
Ryan Jennings	Alderman	Present	
Amy Chandik Kunderling	Alderman	Present	
Dean Raasch	Alderman	Excused	
George Brown	Board Member	Present	
Sue Schinkten	Board Member	Present	
Randy Soquet	Board Member	Present	
Bill Volpano	Board Member	Excused	
Lydia McMorro	Teen Advisor	Excused	
William Soquet	Teen Advisor	Present	

II. Action Items

1. Approve Board of Park Commissioners Minutes from the January 16, 2020 Meeting.

Randy Soquet moved to approve the Board of Park Commissioners minutes from the January 16, 2020 meeting, seconded by Sue Schinkten. Upon vote, the motion passed unanimously.

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

2. Consideration & Possible Action to Accept a \$500 Donation from De Pere Optimist Club for the Easter Egg Hunt.*

Randy Soquet moved to accept the \$500 donation from the De Pere Optimist Club for the Easter Egg Hunt, seconded by Alderman Chandik Kunderling. Upon vote, the motion passed unanimously.

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

3. Consideration & Possible Action to Accept \$500 Donation from De Pere Optimist Club for Summer Day Camp T-Shirts.*

Sue Schinkten moved to accept a \$500 donation from De Pere Optimist Club for Summer Day Camp T-shirts, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

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

4. Consider and Possible Action to Accept \$1,000 Donation from Optimist Club to Sponsor Beer Gardens Entertainment.*

Alderson Chandik Kunding moved to accept a \$1,000 donation from De Pere Optimist Club to sponsor Beer Garden Entertainment, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

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

5. Consideration and Possible Action to Accept \$2,500 Donation from an Anonymous Donor to the Recreation Scholarship Fund.*

Randy Soquet moved to accept a \$2,500 donation from an anonymous donor to the Recreation Scholarship Fund, seconded by Alderson Chandik Kunding. Upon vote, the motion passed unanimously.

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

6. Consideration and Possible Action to Accept \$1,500 Sponsorship from Graef to be a Single Event Sponsor for Beer Gardens.*

Sue Schinkten moved to accept a \$1,500 donation from Graef to be a single event sponsor for one of the 2020 Beer Gardens, seconded by Alderson Jennings. Discussion followed.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained there are three levels of sponsorship for the Beer Gardens. There is a main sponsor for all of the events, which Amerilux came forward to be the main sponsor. We also have sponsorships available for single events, which Graef has come forward for. The difference between these two levels of sponsorship is that Amerilux will be recognized on the marketing material for all of the events, while Graef will only be recognized on the event they are sponsoring. We also entertain other types of sponsorship. The De Pere Optimist Club came forward to sponsor the family entertainment for three of the events. Upon vote, the above motion passed unanimously.

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

7. Consideration & Possible Action to Accept \$2000 Donation from Cleaning Solution Services for Upper Level Flooring at the Community Center.*

Alderperson Jennings moved to accept a \$2,000 donation from Cleaning Solution Services for the upper level flooring project for the Community Center, seconded by Alderperson Chandik Kundinger.

Discussion followed.

Alderperson Chandik Kundinger questioned Paula Rahn, Recreation Superintendent on how much in donations is left to be raised.

Paula Rahn stated that about half of the funds have been raised, but the other half has been reallocated from a different project to cover the remaining balance. Quotes were received and the flooring should be installed in March.

Upon vote, the above motion passed unanimously.

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

8. Consideration and Possible Action to Approve Request from Alderperson Nelson to make the Voyageur Restroom Building a Multi Use Building.*

Randy Soquet moved to approve the request from Alderperson Nelson to make the Voyageur Park restroom building into a multi-use facility, seconded by Alderperson Chandik Kundinger.

Discussion followed.

Alderperson Nelson commented that he met with Randy Soquet and Marty Kosobucki to discuss what possibilities the city would be looking for in a multi-use facility versus just a bathroom building. There are some ideas of potential buildings located in the park board packet.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that the information in the packet is what the City of Greenfield actually built. He stated that he would not recommend that exact facility, but something very similar. If a multi-use building is constructed, it needs to be a building that the general public can use. If the park board likes the concept, the next step would be to approve the concept and send it to council to ask for addition funding to pursue the project. There is stadium tax funding that has not been used, that was allocated for a community stage and splash pad.

Alderperson Nelson stated he did speak with Judy, the City Attorney, regarding reallocating the stadium tax funding. Judy stated that with the funding being approved with a resolution, the city would just need to draft a new resolution to allocate the funds to a different project.

Alderperson Jennings questioned the location of the facility.

Randy Soquet commented on the amenities of the building.

Aldersonperson Chandik Kundering question if a more robust building was considered, one that could be rented out for a seasonal restaurant to help offset the cost of the building. She stated Minnehaha Falls Park in Minnesota has a shared use facility with rentals available and a restaurant.

Sue Schinkten questioned what input was provided by Definitely De Pere and De Pere Chamber on how the building could be used.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that his interpretation from both Definitely De Pere and the Chamber were both in favor of a public use facility.

Aldersonperson Nelson commented on the location of the building. He stated there are one or two locations where there may be a possibility of allowing a front and back patio. This could allow for a patio to overlook the river.

Randy Soquet withdrew his original request and Aldersonperson Chandik Kundering withdrew her second.

Randy Soquet moved to approve the concept of a Voyageur Park restroom and multi-use building and in addition to the funds allocated for the Voyageur Park restroom building, for City Council to look into appropriating the stadium tax funds for the splash pad and/or community stage to help fund the project, seconded by Aldersonperson Chandik Kundering. Upon vote, the motion passed unanimously.

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

9. Consideration and Possible Action to Approve NEW Water USFS Tree Grant Planting Plan.*

Aldersonperson Jennings moved to approve the NEW Water USFS Tree Grant Planting Plan, seconded by Randy Soquet.

Discussion followed.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that the recommendation includes accepting the grant for the trees and utilizing the grant funding trees to replace terrace trees lost to Emerald Ash Borer. The recommendation would allow one tree for every one or two trees taken down and two trees for every three or four trees taken down. This would be done on a first come first serve basis.

George Brown questioned the number of terrace trees lost to Emerald Ash Borer and if this is setting a precedence for the future.

Don Melichar, Park Superintendent/City Forester stated that there has been around 200 Ash trees already taken down in the terrace, and close to another 100 trees marked with several more to be marked for removal.

Aldersonperson Jennings agreed with the way the grant is being stated to be utilized and once the trees are gone, they are gone. He also verified that residents can still replace other trees at their own cost.

Don Melichar, Park Superintendent/City Forester stated that NEW Water actually approached the city on this grant. NEW Water secured the grant and we are fortunate to be part of the grant. This is a two year grant and the city will be getting 100 trees per year, which is what our department figured we could handle planting with our staff.

Upon vote, the above motion passed unanimously.

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

10. Consideration and Possible Action to Approve Proposal for Legion Restroom Design and Construction Management. *

Alderperson Jennings moved to approve the bid from McMahon for the Legion Restroom building design and construction management, seconded by Sue Schinkten. Upon vote, the motion passed unanimously.

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

11. Consideration & Possible Action to Approve Charging a Flat Fee for Vendor Trucks at De Pere Beer Gardens

Paula Rahn, Recreation Superintendent, explained that last year the fees included a \$25 deposit per event and 10% of gross sales after the event. Sometimes it took up to a month to get the sales percentage paid. When talking with the Green Bay Food Coalition, most events only charge a deposit or a percentage of sales, not both. With the proposed rate structure, profits would be very close to what we made in the first year. Staff recommends charging a flat fee of \$100 per event for food trucks and \$75 per event for dessert trucks.

Sue Schinkten moved to approve charging a flat fee for food trucks for the 2020 Beer Gardens, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

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

12. Consider color scheme and materials for VFW Pool Exterior and flooring.

Marty Kosobucki, Director of Parks, Recreation and Forestry provided an updated packet of information for the VFW Aquatic Center to the Park Board. He explained that the updated packet includes the most recent color renderings from Graef. The goal tonight is to decide on a color option because Graef needs to bring the plans to the Planning Commission in March for approval.

Alderperson Jennings questioned the proximity of the Aquatic Center to the Community Center, and if they need to match.

Marty Kosobucki, Director of Parks, Recreation and Forestry stated he doesn't feel that the aquatic center needs to match the Community Center, but it should fit the aesthetics of the park.

Paula Rahn, Recreation Supervisor gave an in-depth review of all the color options presented in the updated packet of information from Graef. The three color combinations contained split face block in bisque, natural and buff. Paula explained that bisque would

match the block in the Community Center, while the accent stripe in the Community Center is natural.

A detailed discussion followed.

George Brown asked Paula what her choice would be.

Paula Rahn, Recreation Supervisor explained that she understands complimenting the Community Center; however she likes the natural stone, which is color option 2a. It is more inviting, with a beachy feel and looks more modern and upscale. Paula stated she also likes the blue pop of color, and would like the sea salt accent with the natural stone. Marty Kosobucki, Director of Parks, Recreation and Forestry, suggested that the park board decide on a general color scheme and then allow staff to fine tune the details with Graef.

Randy Soquet questioned if bisque was the color of the Community Center and if this is the color scheme of 1 and 1a.

George Brown inquired of everyone what their color choice was.

William Soquet, teen advisor likes 2a, natural stone with white accent block.

Alderson Jennings also likes 2a, natural stone with white accent block

Sue Schinkten likes 2a, natural stone but with sea salt accent block.

Alderson Chandik-Kundinger also likes 2a, natural stone but with the sea salt accent block.

Randy Soquet agreed with 2a, natural stone with white accent block.

George Brown likes 2a, natural stone but with sea salt accent block.

John McDonald, Recreation Supervisor also likes 2a. John stated he feels the blue will tie in with the beachy, pool feel.

Paula Rahn, Recreation Superintendent provided details of the front entrance of the Aquatic Center. Options given were for an open concept, or closed with lap siding.

A detailed discussion followed.

Randy Soquet questioned what entrance would take less maintenance for staff and that would keep the birds away from the entrance area.

Don Melichar, Park Superintendent/Forester felt that the closed concept would be a little easier for staff maintenance and would be better to keep the birds out of the entrance.

George Brown summarized the recommended options as color option 2a with sea salt accent block; the enclosed entrance area with the same siding to match the gable end; and for the roof over the concession stand to be determined based on the other color choices.

John McDonald, Recreation Supervisor, presented options for the flooring within the Aquatic Center. John would recommend going with the Deco-Fleck over the Decorative Quartz. The Deco-Fleck provides better traction and is better at hiding stains, with preferred color choices of #512 or #505.

Sue Schinkten moved to approve the color rendering 2a; which is natural block, but with sea salt accent block; an enclosed entrance area with the same siding as the gable end; the roof color over the concession area to be determine based on matching the other colors selected; and the flooring to be Deco-Fleck color #512, seconded by Alderson Jennings. Upon vote, the motion passed unanimously.

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

III. Staff Updates

1. Update and Status of Inflatable Obstacle Course for Pools.

Marty Kosobucki, Director of Parks, Recreation and Forestry commented that it was discovered that the plan for the inflatables needed to be submitted to the state for approval. Also, we have not been able to secure a sponsor yet for the inflatables. Even if we do not have a sponsor, we have \$6,000 in the budget for equipment and will be ordering this prior to March 31st, to take advantage of the free shipping.

RESULT: DISCUSSED

2. Update and Status of 2020 Beer Gardens.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that staff met with a couple distributors, and we will be using Kay Distributing again this year. Kay Distributing has agreed to donate \$2,500 to the Park Fund, which will be coming to next month's Park Board meeting for approval.

RESULT: DISCUSSED

3. Update and Status of Bidding Patriot Park Playground.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that we received the sidewalk calculations from engineering, and the requests for proposals were sent out. Bids for the playground are due next week. We will then entertain resident comments prior to bringing the proposals to the Park Board for approval.

RESULT: DISCUSSED

4. Update and Status Report on VFW Pool Building Design Plans.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that the technical plans for the VFW Aquatic Center are progressing well. The goal was to bring the plans to the February Planning Commission meeting, however with all the revisions, this was not achieved. The plans will now go to the March meeting, with hopes to go out for bids at the end of March.

RESULT: DISCUSSED

IV. Future Agenda Items

George Brown questioned the concept of the mini soccer fields.

V. Public Comment Period

George Brown wished Randy Soquet the best of luck in the upcoming April election for City Council.

VI. Adjournment

Sue Schinkten moved to adjourn the meeting at 7:40 pm, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

Respectfully submitted,
Grace Lahtela