



Board of Park Commissioners

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

Regular Meeting

Final Minutes

Thursday, February 18, 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	Present	
Ryan Jennings	Board Member	Present	
Rick Klinkenberg	Board Member	Present	
Amy Chandik Kundingner	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Randy Soquet	Board Member	Present	
Lydia McMorro	Teen Advisor	Present	
Christopher Soquet	Teen Advisor	Present	

Others Present: Marty Kosobucki, Director of Parks, Recreation and Forestry; Paula Rahn, Recreation Superintendent; John McDonald, Recreation Supervisor; Grace Lahtela, Administrative Assistant; Mayor Boyd; Randy Hansen, VFW Post 2113; Pat Moran, VFW Post 2113; and Rob Korth, Swamp Donkey Bait and Tackle.

Randy Soquet announced that Rick Klinkenberg has resigned from the Board of Park Commissioners and Mayor Boyd appointed James Kneiszel as the new citizen member of the Board of Park Commissioners.

2. Consideration and Possible Action to Approve the Board of Park Commissioners Minutes from the January 21, 2021 Meeting.

Aldersperson Raasch moved to approve the Board of Park Commissioners minutes from the January 21, 2021 meeting, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Aldersperson
SECONDER:	Ryan Jennings, Board Member
AYES:	Nelson, Thiel Collar, Jennings, Klinkenberg, Kundingner, Raasch, Soquet

3. Consideration and Possible Action to Accept \$500 from De Pere Optimist Club for East Egg Hunt *

Aldersperson Chandik Kundingner moved to accept the \$500 donation from the De Pere Optimist Club for the Easter Egg Hunt, seconded by Aldersperson Raasch. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Chandik Kundingner, Aldersperson
SECONDER:	Dean Raasch, Aldersperson
AYES:	Nelson, Thiel Collar, Jennings, Klinkenberg, Kundingner, Raasch, Soquet

4. Consideration and Possible Action to Accept \$500 Donation from De Pere Optimist Club for Summer Camp T-shirts *

Aldersperson Chandik Kunder moved to accept a \$500 donation from the De Pere Optimist Club for Summer Camp T-shirts, seconded by Aldersperson Raasch. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Chandik Kunder, Aldersperson
SECONDER:	Dean Raasch, Aldersperson
AYES:	Nelson, Thiel Collar, Jennings, Klinkenberg, Kunder, Raasch, Soquet

5. Consideration and Possible Action related to issuing a vending permit for bait and tackle services at Voyageur Park.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that a Request for Proposal (RFP) was published for providing bait and tackle vending services at Voyageur Park. There was only one proposal received, which was from Rob Korth of Swamp Donkey Bait and Tackle. The proposal offered was for \$15 per month, which would potentially cover the monthly electricity costs for the machine. Although the vending machine would be a convenience for park goers, there will be additional staff costs for clean up around the machine. Staff would recommend trying to negotiate a better rate with the vendor, so there is some benefit to the city to provide the service.

Discussion followed

Aldersperson Chandik Kunder asked Marty Kosobucki for a recommendation on an acceptable negotiated rate.

Marty Kosobucki, Director of Parks, Recreation and Forestry stated with the attracted nuisance and additional cleaning costs to the city, he would not recommend anything less than \$75 per month.

Aldersperson Raasch commented that there was a bait and tackle vending machine at Voyageur Park before, but the owner removed it due to lack of sales.

Jim Kneiszel mentioned there might be additional liability issues and the possibility for additional police coverage.

Aldersperson Chandik Kunder moved to refer the request for proposal back to staff to renegotiate the contract with the vendor for no less than \$75 per month, seconded by Melissa Thiel Collar.

Discussion followed.

Aldersperson Raasch questioned the need for the service with local gas stations providing bait and tackle.

Ryan Jennings agreed with Aldersperson Raasch that with the nuisance and additional garbage around the machine, not sure if there is a benefit to the city.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that he believes that there is definitely a convenience to park goers with this service; however if the service is provided, there needs to be a benefit to the city as well as the vendor.

Randy Soquet questioned how long the permit would be good for.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that a one year vending permit would be issued.

Jim Kneiszel moved to open the meeting to public comment at 6:49 pm, seconded by Aldersperson Raasch. Upon vote, the motion passed unanimously.

Rob Korth, owner of Swamp Donkey Bait and Tackle addressed the board. He feels that there is a convenience to park goers to provide the service and there needs to be a benefit to the city. He is willing to work on the numbers to see if the service can be a benefit to everyone.

Aldersperson Raasch questioned what Rob felt was a fair price.

Rob Korth stated that the first year will be a learning curve to see what the shore fishermen need and want.

Melissa Thiel Collar feels that the motion was to refer the proposal back to staff and is not comfortable negotiating a contract during the meeting.

Aldersperson Raasch moved to close the meeting to public comment at 6:53 pm, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.

Discussion followed.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that with the current motion on the floor, staff would renegotiate the contract with Mr. Korth and if a proposal of \$75 per month is attained then staff would issue the vending permit and would not bring the item back to Park Board for approval.

Aldersperson Chandik-Kundinger moved to withdraw the motion; Melissa Thiel Collar is good with withdrawing her second.

Aldersperson Chandik Kundinger moved to refer the proposal back to staff to re-negotiate the proposal with Mr. Korth to provide bait and tackle vending services at Voyageur Park and bring the renegotiated proposal back to Park Board for approval, seconded by Melissa Thiel Collar. Upon vote, the motion passed with Aldersperson Raasch voting no.

RESULT: **REFERRED BACK TO STAFF [6 TO 1]**

Next: 3/18/2021 6:30 PM

MOVER: Amy Chandik Kundinger, Aldersperson

SECONDER: Melissa Thiel Collar, Board Member

AYES: Nelson, Thiel Collar, Jennings, Klinkenberg, Kundinger, Soquet

NAYS: Dean Raasch

6. Consideration and Possible Action regarding the VFW Veteran's Memorial.*

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that a number of vendors were contacted regarding the design of the VFW monument, and they are not capable of designing the flag that was on the original design. A few different options were proposed and staff prefers the design in the Mathewson proposal. Even though it is the most expensive, it provides the most clarity of what the monument will look like.

Also, if donors are secured for the monument, the final design would recommend that the donor names be etched on the back of the monument. Staff recommends the Park Board approve the design proposal from Mathewson and for staff to work with the vendor to provide a final draft of the monument once donors are secured. This final design would then return to Park Board for final approval.

Randy Soquet questioned what monument the local VFW post preferred.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that he spoke with Randy Hansen of VFW Post 2113 a number of times during the design process and is aware that staff was recommending the one with the bronze flag.

Aldersperson Nelson agrees the design from Mathewson appears to be the nicest one. He does have a concern with the donor names being etched on the memorial.

Aldersperson Nelson moved to open the meeting to public comment at 7:05 pm, seconded by Aldersperson Chandik Kundinger. Upon vote, the motion passed unanimously.

Randy Hansen from VFW Post 2113 explained that the VFW does not have a problem with the donor names being listed on the back of the monument.

Pat Moran from VFW Post 2113 commented that the monument is for veterans, the donors are honoring the veterans, not necessarily using it for advertisement.

Alderson Raasch moved to return to regular order at 7:09 pm, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that with the proposed design, the sign and the emblems will be in bronze and the donors will be etched in the granite and feels that the donors will not take away from the monument. Alderson Raasch moved to approve the proposal for the design only of the VFW Monument from Mathewson, seconded by Alderson Nelson.

Discussion followed.

Alderson Raasch commented that at first he was not in favor of having the donor names being etched into the monument, but after hearing the comments from the VFW Post, he is fine with it.

Alderson Nelson question if the donations would be open to public donations.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that with speaking to Randy Hansen at the VFW, it appears that there are enough donors to support the monument cost.

Upon vote, the above motion passed unanimously.

RESULT:	REFERRED BACK TO STAFF [UNANIMOUS]
	Next: 3/18/2021 6:30 PM
MOVER:	Dean Raasch, Alderson
SECONDER:	Casey Nelson, Alderson
AYES:	Nelson, Thiel Collar, Jennings, Klinkenberg, Kunder, Raasch, Soquet

7. Consideration and Possible Action to Consider Extending the Plowing of the Fox River Trail from Heritage Road South to Rockland Rd.*

Alderson Raasch explained that Alderson Hansen originally requested the extension of the plowing of the Fox River Trail; however Alderson Hansen has since asked for the item to be tabled because it is the responsibility of Brown County to plow the trail.

Alderson Raasch moved to refer the item back to staff, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.

RESULT:	REFERRED BACK TO STAFF [UNANIMOUS]
MOVER:	Dean Raasch, Alderson
SECONDER:	Ryan Jennings, Board Member
AYES:	Nelson, Thiel Collar, Jennings, Klinkenberg, Kunder, Raasch, Soquet

8. Consideration and Possible Action on Proposed Opening Plans for our Outdoor Pools.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that staff is trying to prepare for the opening of the pools for the season. Staff is not looking for the Park Board to approve a plan to use, because Council will end up approving what can be done. Staff is looking for the Park Board to approve what staff is proposing with parameters we are given.

Discussion followed.

Melissa Thiel Collar stated that last year De Pere was one of the only communities to open their pool and was able to keep everyone safe. Melissa recommends leaving the options up to Park staff and the Health Department to decide what happens with the opening of the pool.

Alderson Nelson agrees with Melissa with how last year went and to leave the decision up to staff.

Alderson Raasch questioned patron capacity at both pools and would like to believe that patron capacity would be at 50% or more when it is time to open. He is good with the options as presented and to let Council make final recommendations.

Marty Kosobucki, Director of Parks, Recreation and Forestry thanked Paula, John and the pool managers and lifeguards that had to run the facility last year. They all did a great job and would expect the same this year.

RESULT:	NO ACTION
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9. Consideration and Possible Action to Determine Direction of Multi-Use Facility at Voyageur.

Alderson Raasch moved to send the item back to staff to approach Sommerville to see what the cost would be to redesign a facility of \$600,000, seconded by Ryan Jennings. Discussion followed.

Alderson Chandik Kunderer questioned delaying the project until the 2022 budget process.

Ryan Jennings questioned the ability to build the facility in phases and what the first phase of the facility would be.

Randy Soquet agreed that finding out the potential cost of redesign is a good idea.

Upon vote, the motion passed unanimously.

RESULT:	REFERRED BACK TO STAFF [UNANIMOUS]
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Next: 3/18/2021 6:30 PM

MOVER: Dean Raasch, Alderson

SECONDER: Ryan Jennings, Board Member

AYES: Nelson, Thiel Collar, Jennings, Klinkenberg, Kunderer, Raasch, Soquet

10. Discussion on Security and Safety within our Park System.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained the Alderson Chandik Kunderer requested the item of park security and safety to be placed on the agenda. Staff proposed hiring park patrol employees to patrol the parks when people are present; however this did not make the budget for 2021.

RESULT:	DISCUSSED
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11. Discussion on Extension of Flag Football Program

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that Alderson Chandik Kunderer requested the possibility of extending the flag football season be placed on the agenda. With the unpredictability of the fall weather, it is difficult to get participation when the weather gets bad.

Alderson Chandik Kunderer commented that she wanted to know if there were any possibilities to extend the season, but with the existing program parameters it appears that the season is maximized.

RESULT:	DISCUSSED
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12. Discussion on Park Projects, Lack of Funding, and Options to Address.

Ryan Jennings explained that the Park Department has a lot of great ideas for project, but many times the projects get cut during the budget process. Ryan thinks that we will need

to think outside the box in order to get funding for some of these projects and a more cohesive plan might be necessary and questioned if there has ever been a De Pere Friends of the Park official group.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that staff has looked into crating a foundation a couple of times, but has not tried to start a friend of the parks group. A friends group would be a great idea; however there would need to be a few key people needed to start the group.

Randy Soquet questioned if there are any programs for naming rights or selling bricks for projects.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that different programs have been researched, but due to the vastly different parameters of each project it makes it extremely difficult to have a set program. Staff does a great job on getting donations throughout the year, but we are missing the large donations that a friends group might be able to secure. Staff will do some research on the possibility of a friends group or foundation and bring the item back to Park Board for review.

Alderperson Raasch agrees with the concept of establishing a foundation and a few key people to coordinate activities to support the park foundation.

RESULT:	DISCUSSED
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13. Staff Update on 2020 Recreation Scholarship Fund

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that with COVID, there was not much utilization of the Recreation Scholarship Fund.

RESULT:	DISCUSSED
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14. Consideration and Possible Action on Request from Immel Construction for Cost Reimbursement.*

Alderperson Raasch moved to go into closed session at 7:55 pm, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.

Alderperson Raasch moved to return to regular order at 8:06 pm, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

Alderperson Raasch moved to deny the request from Immel Construction for cost reimbursements for the VFW Aquatic Facility, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
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MOVER:	Dean Raasch, Alderperson
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SECONDER:	Randy Soquet, Board Member
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AYES:	Nelson, Thiel Collar, Jennings, Klinkenberg, Kunding, Raasch, Soquet
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II. Future Agenda Items

Randy Soquet requested an update on the options of establishing a Friends of the Park / Park Foundation.

III. Adjournment

Ryan Jennings moved to adjourn the meeting at 8:10 pm, seconded by Jim Kneiszel. Upon vote, the motion passed unanimously.

Respectfully submitted,

Grace Lahtela