



Board of Park Commissioners

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

Regular Meeting

Final Minutes

Thursday, February 15, 2024

6:30 PM

Council Chambers and Virtual

I. Call to Order

The meeting was called to order at 6:43 PM by Board Member Randy Soquet

Attendee Name	Title	Status	Arrived
Melissa Thiel Collar	Board Member	Excused	
Ryan Jennings	Board Member	Excused	
Jim Kneiszel	Board Member	Present	
Amy Chandik Kunderling	Aldersperson	Excused	
Shana Defnet Ledvina	Aldersperson	Present	
Dean Raasch	Aldersperson	Late	6:43 PM
Randy Soquet	Board Member	Present	
Connor Mason	Teen Advisor	Absent	
Connor Goodman	Teen Advisor	Present	

II. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Board of Park Commissioners. Chapter 6-3(f) DPMC

None

III. Items

1. Consideration and Possible Action to Approve the Board of Park Commissioners Minutes from the January 18, 2024 Meeting.

Aldersperson Defnet Ledvina moved to approve the Board of Park Commissioners Minutes from the February 15, 2024 meeting, seconded by James Kneiszel. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Aldersperson
SECONDER:	Jim Kneiszel, Board Member
AYES:	Jim Kneiszel, Shana Defnet Ledvina, Dean Raasch, Randy Soquet
EXCUSED:	Melissa Thiel Collar, Ryan Jennings, Amy Chandik Kunderling

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

Aldersperson Defnet Ledvina moved to accept a \$500 donation from the De Pere Optimist Club for the Easter Egg Hunt, seconded by James Kneiszel. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Jim Kneiszel, Board Member
AYES:	Jim Kneiszel, Shana Defnet Ledvina, Dean Raasch, Randy Soquet
EXCUSED:	Melissa Thiel Collar, Ryan Jennings, Amy Chandik Kunderer

3. Consideration and Possible Action to Accept a \$250 Donation from De Pere Mens Club for Senior Picnic*

James Kneiszel moved to accept a \$250 donation from the De Pere Men's Club for the Senior Picnic, seconded by Alderperson Defnet Ledvina. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jim Kneiszel, Board Member
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Jim Kneiszel, Shana Defnet Ledvina, Dean Raasch, Randy Soquet
EXCUSED:	Melissa Thiel Collar, Ryan Jennings, Amy Chandik Kunderer

4. Consideration and Possible Action to Accept a \$250 donation from De Pere Area Men's Club for Easter Egg Hunt*

Alderperson Raasch moved to accept a \$250 donation from the De Pere Area Men's Club for the Easter Egg Hunt, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Randy Soquet, Board Member
AYES:	Jim Kneiszel, Shana Defnet Ledvina, Dean Raasch, Randy Soquet
EXCUSED:	Melissa Thiel Collar, Ryan Jennings, Amy Chandik Kunderer

5. Consideration and Possible Action to Accept a \$250 Donation from De Pere Area Men's Club for Summer Carnival*

James Kneiszel moved to accept a \$250 donation from the De Pere Area Men's Club for the Summer Carnival, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jim Kneiszel, Board Member
SECONDER:	Randy Soquet, Board Member
AYES:	Jim Kneiszel, Shana Defnet Ledvina, Dean Raasch, Randy Soquet
EXCUSED:	Melissa Thiel Collar, Ryan Jennings, Amy Chandik Kunderer

6. Consideration and Possible Action to Approve Kay Distributing as Beer Distributor for 2024 Beer Gardens*

Alderperson Defnet Ledvina move to approve Kay Distributing as the beer distributor for the 2024 Beer Gardens, seconded by Alderperson Raasch. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Jim Kneiszel, Shana Defnet Ledvina, Dean Raasch, Randy Soquet
EXCUSED:	Melissa Thiel Collar, Ryan Jennings, Amy Chandik Kundering

7. Consideration and Possible Action to Approve Change Order #7 for Nelson Pavilion. *

Randy Soquet moved to approve change order #7 for the Nelson Family Pavilion project, seconded by James Kneiszel.

James Kneiszel questioned if this change order was different from the one approved last month. Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that this one is for the power for the electric strike for the doors that was missed on the plan and the low voltage jack outlet that was requested from the IT Director.

Upon vote, the above motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Soquet, Board Member
SECONDER:	Jim Kneiszel, Board Member
AYES:	Jim Kneiszel, Shana Defnet Ledvina, Dean Raasch, Randy Soquet
EXCUSED:	Melissa Thiel Collar, Ryan Jennings, Amy Chandik Kundering

8. Consideration and Possible Action to Approve Donor Wall Proposal for Nelson Pavilion. *

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that he sent the RFP for the donor wall sign for the Nelson Family Pavilion was sent out to the local sign companies. The RFP was to design a sign that could fit in the 4x4 area designated in the building plans, and one that could be put on the railing. Two bids were received and was told that each design could be put on the building or railing. Both designs look very similar and are within the budget amount put aside for the sign.

Alderperson Defnet Ledvina questioned why the proposal from Fox Cities Sign is so much cheaper. Marty Kosobucki explained that they are made of different materials and that Fox Cities Sign is the company that made the signs for the Riverwalk.

Alderperson Defnet Ledvina moved to approve the donor wall sign proposal from Fox Cities Sign in the amount of \$2,478.10, seconded by James Kneiszel. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Jim Kneiszel, Board Member
AYES:	Jim Kneiszel, Shana Defnet Ledvina, Dean Raasch, Randy Soquet
EXCUSED:	Melissa Thiel Collar, Ryan Jennings, Amy Chandik Kundering

9. Consideration and Possible Action of Adding a Forestry Supervisor Position.*

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that when staff retires, all positions are reviewed to see if they can be done more efficiently and better. With the most recent Comprehensive Outdoor Plan, a lot of information was received that

the Park Department has a lot to take care of with not a lot of staff. Don's retirement allowed the department to evaluate what he was doing, and it was suggested that we replace this position with two employees. We know we are deficient in forestry and the administration of parks, and this would allow forestry to gain a person in the field part of the time, while doing administrative functions the other portion of the time. The proposed Forestry Supervisor would inspect trees, take care of street tree planting, removals and urban forest, and act as the City Forester. These duties would be taken away from the Park Superintendent to allow for better project and turf management. If the Park Board is interested in moving forward, there is no money in the budget to fund the additional position so additional funding would need to be requested. The other option would be to wait until after the first of the year and budget for the position, but this would be very difficult to do.

Shannon Metzler, Human Resource Director stated that once Human Resources was made aware of Don's retirement, the hiring process was started, with the hopes that this reorganization would be approved. Currently the advertised position is for a Park Superintendent, without the Forester responsibilities. If the reorganization is not approved, then the position advertisement will be changed to include the Forestry duties.

Alderson Raasch questioned which position, the Park Superintendent, or the City Forester, would be harder to fill. He feels that bringing in two new people would be difficult. Marty Kosobucki stated that the Park Superintendent position has a great impact on the department because it provides leadership for the guys in the field.

Alderson Raasch confirmed that the position that Don was retiring from was the Forestry position. Marty Kosobucki stated that Don was both the Park Superintendent and the City Forester but was not in the field performing forestry work. Alderson Raasch then questioned if it was possible to hire someone for the combined position, or if there was too much work. Marty Kosobucki stated that it was asking a lot of one person to understand both the forestry and park operations.

Alderson Raasch questioned the staff estimate of the overall impact for 2024. Marty Kosobucki stated that this number is only for half of the year and projects if the employee would take city benefits.

Alderson Raasch stated that he would prefer to get the Park Superintendent on board and then add and budget for the Forester position in 2025.

Alderson Defnet Ledvina questioned the total budget impact for the year and if the Park Superintendent could handle the forestry duties. Marty Kosobucki stated that it really depends on the individual that is hired. They could have some forestry background, but that is not our top choice.

Shannon Metzler explained that there was a Forestry Intern position that was in the 2024 budget that was not filled. This allotment was around \$10,000 and would be available this year to go toward the Forester position. Staff feels adding this new position is the best structure for the department.

James Kneiszel questioned if a new position like this usually goes through the Park Board. Shannon Metzler stated that it is usually done through the budget process.

Randy Soquet stated he likes the reorganization structure and would like it to start now, especially with the \$10,000 available that was allocated for the intern.

Randy Soquet moved to approve option A which is to implement the reorganization in 2024 to start recruiting now to replace the Park Superintendent/City Forester with a Park Superintendent and once filled we would hire a Forestry Supervisor in July, seconded by James Kneiszel.

Alderperson Defnet Ledvina commented that she is in support of the reorganization but would have liked it to go through the budget process. If the position isn't filled until July she is in support of the motion.

Alderperson Raasch stated that he is fine with the reorganization if the Park Superintendent is recruited for now and then the Forestry Supervisor position after. It might be after July before the Forestry Supervisor will be onboard. Marty Kosobucki stated that the true cost of the position is not known but an estimate wanted to be provided.

James Kneiszel stated that everyone thinks the reorganization is a good idea and feels that the hiring should not be delayed and is in support of option A.

Shannon Metzler stated if option A is approved, the Forestry Supervisor position would not be hired until July at the earliest, with cost estimates not to exceed \$43,000 for 2024.

James Kneiszel questioned if there is any option for overlapping with Don. Marty Kosobucki stated that Don's retirement date is April 19th.

Upon vote, the above motion to approve option A was approved unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Soquet, Board Member
SECONDER:	Jim Kneiszel, Board Member
AYES:	Jim Kneiszel, Shana Defnet Ledvina, Dean Raasch, Randy Soquet
EXCUSED:	Melissa Thiel Collar, Ryan Jennings, Amy Chandik Kunder

10. Consideration and Possible Action to Approve Proposal for Facility Condition Assessment of Ice Arena. *

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that an RFP was sent out for a facility condition assessment for the De Pere Ice Center. There were five proposals submitted and staff prepared a grading system for the proposals submitted. The highest ranking and lowest bid came in from Somerville, who hasn't done a lot of assessments of ice rinks but has done many other facility assessments. Somerville does plan to partner with RinkTec, who installed the chiller system at the Ice Center, so they have experience with the system or would RinkTec be biased on the condition of the chiller system they installed. ISES has done a lot of facility assessments on ice rinks but are located out of town and do not list any travel expenses, or any information on partnering with a local company, which leads to some uncertainty.

Aldersperson Defnet Ledvina stated she was leaning toward Somerville and IESI, but after the comments she is leaning more toward Somerville.

James Kneiszel questioned if it would be worth going back to IESI to see what their staffing would be. Marty Kosobucki stated that he feels the staff scoring is accurate based on the proposals and the information provided.

James Kneiszel moved to approve the proposal from Somerville for the facility condition assessment for the De Pere Ice Arena as they had the highest score and the lowest price, seconded by Aldersperson Defnet Ledvina. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jim Kneiszel, Board Member
SECONDER:	Shana Defnet Ledvina, Aldersperson
AYES:	Jim Kneiszel, Shana Defnet Ledvina, Dean Raasch, Randy Soquet
EXCUSED:	Melissa Thiel Collar, Ryan Jennings, Amy Chandik Kunderinger

11. Consideration and Possible Action to Approve Playground Equipment for Willems Park.
*

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that for the rating of the playgrounds we had staff review the proposals, there was an advertisement put on social media, and letters were sent out to the residents in the immediate area to come into the office to review the proposals. From the reviews, the proposals that received the most support were Lee Recreation #1 and MWP #1. Neighborhood comments included that they are disappointed that there will not be poured in place surfacing, they want monkey bars, and they do not want noisy toys, but these toys are included to allow for a more inclusive playground for children of all ages and disabilities. The budget for the playground is \$80,000, with Lee Recreation #1 being the lowest bid and well below the budget amount. If the border around the playground was removed the budget amount would get close to allowing for poured in place surfacing. With MWP #1, the proposal amount is not close to allowing for it.

James Kneiszel feels there should be a policy for all new playgrounds to have poured in place surfacing. Marty Kosobucki stated that there is not a policy to include poured in place surfacing and with the price of the playgrounds being so outrageous, the city is trying to be cost conscious on the smaller playgrounds, but poured in place surfacing is much less maintenance for the department.

Aldersperson Defnet Ledvina questioned what would need to be done to go with Lee #1 with the potential of adding the poured in place surfacing. Marty Kosobucki stated that the Park Board could select the playground and he could go back to the supplier to see if the design could be changed at all to provide a smaller footprint to get closer to the area needed to be able to cover the poured in place.

Aldersperson Defnet Ledvina moved to approve Lee #1 and for staff to reach out to the supplier to see if the footprint can be modified so the poured in place surfacing could be added, seconded by James Kneiszel.

Connor Goodman stated that he liked both of Lee Recreations options. He liked the swings and the tiered structure. He questioned if it was possible to have the poured in

place surfacing around the playground and then woodchips around the swings. Marty Kosobucki stated that this was tried at one of the playgrounds and it did not work well.

James Kneiszel question if we knew how much saving in maintenance and labor over the years with poured in place surfacing over wood chips. Marty Kosobucki stated that this would be hard to determine because we do not know the life expectancy of the poured in place surfacing. Legion Park is the oldest playground with the surfacing, which is still doing well, but it is only 12 years old. Wood chips are ADA compliant as a fall surface, but the fiber is kicked out from below the swings, compresses, and makes it more difficult to maneuver. James Kneiszel stated that if you look at the poured in place surfacing over the years, it is not as costly as it seems.

Aldersperson Raasch stated his original thought was to not spend the money and just put down the wood fiber. Now, he feels poured in place is a nice surface and if it gets damaged you can cut out an area and replace it. The surface is more durable and would prefer to do the poured in place, but he doesn't want to decrease the size or amount of play features with the equipment to get poured in place.

Upon vote, the above motion was approved unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Aldersperson
SECONDER:	Jim Kneiszel, Board Member
AYES:	Jim Kneiszel, Shana Defnet Ledvina, Dean Raasch, Randy Soquet
EXCUSED:	Melissa Thiel Collar, Ryan Jennings, Amy Chandik Kunderling

12. Consideration and Possible Action to Approve One Year Extension with Brown County Ice Management.*

Aldersperson Defnet Ledvina moved to approve a one-year extension with Brown County Ice Management for the De Pere Ice Arena, seconded by James Kneiszel. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Aldersperson
SECONDER:	Jim Kneiszel, Board Member
AYES:	Jim Kneiszel, Shana Defnet Ledvina, Dean Raasch, Randy Soquet
EXCUSED:	Melissa Thiel Collar, Ryan Jennings, Amy Chandik Kunderling

13. Consideration and Possible Action to Renew the Agreement with Lizer of Wisconsin for Noxious Weed/Long Grass Cutting. *

Randy Soquet moved to approve the renewal of the agreement with Lizer of Wisconsin for noxious weeds and long grass cutting, seconded by Aldersperson Defnet Ledvina. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Soquet, Board Member
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Jim Kneiszel, Shana Defnet Ledvina, Dean Raasch, Randy Soquet
EXCUSED:	Melissa Thiel Collar, Ryan Jennings, Amy Chandik Kunderling

14. Consideration and Possible Action to Approve Changing the October 1st Rental Date to a Rolling 365 Days*

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that with our new Recreation Software System there are configuration issues that make the October 1st reservation date for the following year difficult and allowing the policy to be updated to a rolling 365-day schedule works better. The new policy would give residents priority to reserve shelters or rooms 1 year in advance and non-residents 11 months.

Alderperson Defnet Ledvina moved to approve the current reservation policies as proposed by staff, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Randy Soquet, Board Member
AYES:	Jim Kneiszel, Shana Defnet Ledvina, Dean Raasch, Randy Soquet
EXCUSED:	Melissa Thiel Collar, Ryan Jennings, Amy Chandik Kunderling

15. Consideration and Possible Action to Replace Braisher Park with Jim Martin Park as a Playground Site*

James Kneiszel questioned what prompted this request. Cindy Lee, Recreation Supervisor explained that staff looked at the numbers for the Park Playground Program at each park. The people who live close to Braisher Park are very territorial and do not like people parking in front of their homes and walking through their yards. Also, the numbers at Braisher Park are dwindling and we are hoping to pick up more kids at Jim Martin.

James Kneiszel stated he wouldn't vote against the change but hopes that something is done at Braisher to utilize the park. Cindy Lee stated that certain neighbors are very vocal about the park program and staff feels that Jim Martin would be a better fit.

Alderperson Defnet Ledvina questioned the numbers at the parks. Cindy Lee explained that it really depends on the day, but Braisher Park has the lowest number of registrants. Staff feels that Jim Martin park will meet the age demographics better and will have a bigger draw. The most attended park is Optimist.

Alderperson Defnet Ledvina moved to approve replacing Braisher Park with Jim Martin Park as a park playground site, seconded by Randy Soquet. Upon vote the motion passed unanimously.

Alderperson Defnet Ledvina asked for a review of the change at the end of the year. Cindy Lee stated that there are a handful of families that walk over to Braisher for the

program, but talking to families that use the Braisher playground program, they are supportive of the change.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Randy Soquet, Board Member
AYES:	Jim Kneiszel, Shana Defnet Ledvina, Dean Raasch, Randy Soquet
EXCUSED:	Melissa Thiel Collar, Ryan Jennings, Amy Chandik Kunderling

16. Consideration & Possible Action to Approve Camp Summer Swimming Adjustment

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that Summer Camp staff is looking for an alternative way to get the west side kids the ability to swim. Currently, the west side camp kids enter the VFW Aquatic Center when there is a line outside, which is not greatly received. Staff developed two different options to help alleviate the problem. Option 1 would be to bus the west side kids to Legion to swim. Option 2 would be to have the west side kids continue to swim at VFW but enter ½ hour earlier than the stated start time.

Alderperson Defnet Ledvina questioned if we are losing revenue with the west side kids swimming at VFW. Marty Kosobucki stated that not really because when the camp kids leave then the line would go in. Alderperson Defnet Ledvina questioned the number of people in the west side camp. Cindy Lee, Recreation Supervisor stated there are 44 kids plus staff. Chelsea Moberg, Recreation Supervisor stated that the pool is usually hitting capacity at that time.

Alderperson Raasch moved to approve option two, for the west side camp to swim from 12:30 – 2:00 pm at VFW twice a week, seconded by Randy Soquet.

Cindy Lee stated getting in a little earlier would make it easier for staff. Alderperson Defnet Ledvina questioned if getting in early would create problems as well.

Chelsea Moberg stated that safety is another concern for camp staff. There are a lot of areas at VFW that have visibility issues. Her priority is the safety of the kids and would prefer to bus the kids over to Legion where it is easier to see.

Upon vote, option two passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Randy Soquet, Board Member
AYES:	Jim Kneiszel, Shana Defnet Ledvina, Dean Raasch, Randy Soquet
EXCUSED:	Melissa Thiel Collar, Ryan Jennings, Amy Chandik Kunderling

17. Consideration & Possible Action to Approve Pool Party Rates

Alderperson Defnet Ledvina moved to approve the pool party rates presented by staff, seconded by James Kneiszel. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Jim Kneiszel, Board Member
AYES:	Jim Kneiszel, Shana Defnet Ledvina, Dean Raasch, Randy Soquet
EXCUSED:	Melissa Thiel Collar, Ryan Jennings, Amy Chandik Kunderinger

18. Consideration & Possible Action to Approve Syble Hopp Aquatic Fees Adjustment

Randy Soquet moved to approve the Syble Hopp Aquatic fee adjustments proposed by staff, seconded by James Kneiszel.

Alderperson Defnet Ledvina stated that prior to the meeting she researched the fees from the YWCA and the CP Center and even with the rate increases, these rates are very competitive.

Upon vote, the above motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Soquet, Board Member
SECONDER:	Jim Kneiszel, Board Member
AYES:	Jim Kneiszel, Shana Defnet Ledvina, Dean Raasch, Randy Soquet
EXCUSED:	Melissa Thiel Collar, Ryan Jennings, Amy Chandik Kunderinger

19. Consideration and Possible Action to Approve Redirection of Capital Funds for Self Watering Pots.*

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that for several years, the Parks Department has been rolling over budget funds that were set aside to help the master gardeners do beautification projects at the Riverwalk. This is not going to happen. The Army Corp recently came in and destroyed many of the existing plants, so they are not interested in planting any more at the Riverwalk. The flowering pots that are hung around the downtown areas must be watered 6 out of 7 days a week to make them look good. Some of these pots are in very dangerous traffic areas for the summer staff to water. The self-watering pots would allow for the replacement of some of the pots that are in these dangerous areas and reduce the number of days the pots need to be watered.

Connor Goodman, Teen Advisor, stated he thinks this is a great idea. It will reduce the man hours and the pots will eventually pay for themselves.

Randy Soquet moved to reallocate the capital funds from the Riverwalk project to the purchase of self-watering pots, seconded by Alderperson Defnet Ledvina. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Soquet, Board Member
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Jim Kneiszel, Shana Defnet Ledvina, Dean Raasch, Randy Soquet
EXCUSED:	Melissa Thiel Collar, Ryan Jennings, Amy Chandik Kunderinger

IV. Discussion Items

1. Discussion of Rental Fee and Procedures for Nelson Family Pavilion.

Marty Kosobucki, Director of Parks, Recreation, and Forestry stated he did quite a bit of research on rental procedures and rates on a facility like the Nelson Family Pavilion. The only one that is comparable to ours is in Greenville and they do not rent it out. Staff is requesting help from the Park Board to see if they are interested in renting it out by the hour, ½ day, or a full day like our current shelters. Also, should the pavilion be included in park rentals, or would it require a separate rental contract and rental fee? Staff recommendations would be for there to be a separate rental rate for the pavilion, that the patio would be included with the multipurpose room rental, and the rental fees to be around \$250 for residents and \$400 non-residents for a full day. Once the rental procedures are determined, staff will develop a policy and bring it back for review. Jim Kneiszel questioned the capacity of the facility. Marty Kosobucki stated the multipurpose room holds around 50-75 people, and the patio area 100 +.

James Kneiszel stated he thinks the price is low for a brand-new facility. Alderperson Defnet Ledvina agrees.

Marty Kosobucki confirmed that Park Board wanted full day rentals, with the multipurpose room rented including the patio, and that the stated fees are low.

RESULT:	DISCUSSED
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2. Review of Final Report on Maintenance and Service Analysis from Mead and Hunt.

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that Mead and Hunt analyzed the part-time staff and requested, but other than that addition nothing much changed.

RESULT:	DISCUSSED
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3. Review and Discussion Related to George Park and its Use.

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that James Kneiszel requested that George Park be placed on the agenda.

James Kneiszel stated that he has been looking at this little piece of property that the city has been mowing for 25 years and nothing is being done with it. He feels that the city should look at either getting rid of the property or doing something with it, possibly reaching out to the Neville Public Museum or the schools.

Marty Kosobucki explained that there is not much history on the parcel but does not think the city would ever plan to get rid of it. In the cultural district plan, it is on the gateway into the city and could possibly be used by Definitely De Pere for a sculpture.

James Kneiszel stated he would be happy to contact the Neville Public Museum or the local schools. It is a great place to display something, and Rusk Park is another area that doesn't have much being done in it.

Connor Goodman stated he would like to see an art sculpture there.

RESULT:	DISCUSSED
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4. Discussion Regarding Admittance of Vending Machine at Fox Point Boat Launch.

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that Rob Korth has asked if the Park Board is interested in providing bait vending services at the Fox Point Boat Launch. If this is something that the Park Board is interested in providing, an RFP would be sent out to get bids. Currently, Rob offers bait for sale in the Dairy Queen parking lot, located in front of the boat launch.

Alderperson Raasch stated that the convenience store right by the boat launch also sells bait and doesn't think it is necessary.

Randy Soquet stated that it makes sense at Voyageur Park because of the shore fishing, but with the availability of purchasing bait so close to the launch, it doesn't seem necessary.

RESULT: DISCUSSED

V. Staff Updates

1. Staff Report on Canoe / Kayak Launch at Voyageur Park.

Marty Kosobucki, Director of Parks, Recreation, and Forestry stated that the purchase order for the kayak/canoe launch for Voyageur Park was sent out today.

RESULT: DISCUSSED

2. Staff Update on Comprehensive Outdoor Plan Approval.

Marty Kosobucki, Director of Parks, Recreation, and Forestry stated that the Comprehensive Outdoor Plan was approved by Common Council and we are waiting for the signed resolution to submit it to the WDNR.

RESULT: DISCUSSED

VI. Future Agenda Items

None

VII. Adjournment

Alderperson Defnet Ledvina moved to adjourn the meeting at 8:25 pm, seconded by James Kneiszel. Upon vote, the motion passed unanimously.

Respectfully submitted,
Grace Lahtela