# Board of Park Commissioners

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

## Regular Meeting

## Final Minutes

Thursday, January 21, 2021 | 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 Randy Soquet

| Attendee Name | Title | Status | Arrived |
|---|---|---|---|
| Casey Nelson | Alderperson | Present | |
| Melissa Thiel Collar | Board Member | Present | |
| Ryan Jennings | Board Member | Absent | |
| Rick Klinkenberg | Board Member | Absent | |
| Amy Chandik Kundinger | Alderperson | Present | |
| Dean Raasch | Alderperson | Excused | |
| Randy Soquet | Board Member | Present | |
| Lydia McMorrow | Teen Advisor | Present | |
| Christopher Soquet | Teen Advisor | Present | |

Others present include: Marty Kosobucki, Director of Parks, Recreation and Forestry; Don Melichar, Park Superintendent and Forester; Paula Rahn, Recreation Superintendent; John McDonald, Recreation Supervisor; Randy Hansen from VFW Post 2113; Pat Moran, VFW Post 2113; Rob Korth; Max Rango, Immel Construction; Jay Jensen, Graef; and Grace Lahtela, Administrative Assistant.

II. Action Items

1. Consideration and Possible Action to Approve the Board of Park Commissioners Minutes from the December 17, 2020 Meeting.

   Alderperson Nelson moved to approve the minutes from the December 17, 2020 meeting, seconded by Alderperson Chandik-Kundinger. Upon vote, the motion passed unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Casey Nelson, Alderperson |
| **SECONDER:** | Amy Chandik Kundinger, Alderperson |
| **AYES:** | Casey Nelson, Melissa Thiel Collar, Amy Chandik Kundinger, Randy Soquet |
| **ABSENT:** | Ryan Jennings, Rick Klinkenberg |
| **EXCUSED:** | Dean Raasch |

2. Consideration and Possible Action to Provide Vending Services at Voyageur Park for Bait and Tackle.

   Marty Kosobucki, Director of Parks, Recreation and Forestry explained that a vendor approached the city inquiring about the availability of putting a bait and tackle vending machine at Voyageur Park. If the park board feels that this service is warranted, staff would go out for proposal and then bring the proposals back to park board to review. The parks have seen an increase in usage with Covid and staff feels that it would be a valuable service, provided there is some benefit to the city to help offset costs. Staff would recommend going out for proposals.
   Alderperson Nelson moved to approve staff preparing an RFP to provide a bait and tackle vending machine at Voyageur Park, seconded by Alderperson Chandik-Kundinger.

Discussion followed.
Alderperson Nelson questioned if the bait would be live.
Marty Kosobucki, Director of Parks, Recreation and Forestry stated that Rob Korth, the individual that approached the city to provide the vending service, is online if the park board is interested in opening the meeting.
Alderperson Nelson moved to open the meeting to public comment at 6:35 pm, seconded by Alderperson Chandik-Kundinger. Upon vote, the motion passed unanimously.
Rob Korth explained that he has received a solicitor permit with the city for the past eight years and provides this service near the Fox Point boat launch. The vending machines are typically refrigerated so there is the ability to provide live bait and usually minnows and night crawlers are highly sought after in the machines.
Randy Soquet questioned if Rob knew what the electrical cost is to run the machine for a month.
Rob Korth explained that he did not know the exact amount, but would be contacting the servicing company to see if they could provide an answer.
Melissa Thiel-Collar asked Marty Kosobucki about surveillance at Voyageur Park, and if damage to the machine occurred would the city be liable.
Marty Kosobucki, Director of Parks, Recreation and Forestry explained that at this time there is not a surveillance system at Voyageur Park, but the hope is to get something soon. There will be language in the agreement that if the machine was to get vandalized that the city would not be held responsible.
Alderperson Nelson moved to return to regular order at 6:41 pm, seconded by Melissa Thiel-Collar. Upon vote, the motion passed unanimously.
Randy Soquet commented that he is in favor of providing this service at Voyageur Park.
Upon vote, the above motion passed unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Casey Nelson, Alderperson |
| **SECONDER:** | Amy Chandik Kundinger, Alderperson |
| **AYES:** | Casey Nelson, Melissa Thiel Collar, Amy Chandik Kundinger, Randy Soquet |
| **ABSENT:** | Ryan Jennings, Rick Klinkenberg |
| **EXCUSED:** | Dean Raasch |

3. Consideration and Possible Action to Approve Direction for Replacing VFW Memorial at VFW Park.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that with the construction of the Aquatic Facility at VFW Park, the VFW monument needed to be relocated. The intention was to move the existing monument to a new location; however when they tried to move the monument it fell apart. We reached out to Graef to provide some suggestions for a new monument, which are in the packet details. The monuments that were suggested would cost around $8,000. Staff also approached Randy Hansen and Pat Moran from the local VFW Post 2113 for their suggestion, which is also located in the packet. Staff would recommend moving forward with getting quotes for the monument concept that was provided by the local VFW Post 2113 and bring the quotes back to park board for approval. The funding for the monument would need to go to council for approval, as it was not in the budget for the Aquatic Facility.
Alderperson Nelson moved to open the meeting at 6:49 pm for public comments, seconded by Alderperson Chandik-Kundinger. Upon vote, the motion passed.

Randy Hansen from the VFW Post 2113 explained they did some research into a new monument and found the one proposed. They would also recommend recognizing all nine branches of the armed services.
Randy Soquet thanked Randy Hansen for partaking in the research and providing the alternative design.
Alderperson Chandik-Kundinger moved to return to regular order at 6:52 pm, seconded by Melissa Thiel-Collar. Upon vote the motion passed unanimously.
Melissa Thiel-Collar moved to approve the concept for the VFW Memorial that was provided by the local VFW Post 2113 and appears on page 17 in the park board packet and for staff to request proposals for the monument, seconded by Randy Soquet.
Discussion followed.
Alderperson Nelson questioned with the folded flag on the top of the monument, if the monument itself should be a triangular shape instead of four sided.
Marty Kosobucki, Director of Parks, Recreation and Forestry explained that the monument will have all nine branches of the armed services recognized, along with the plaque from the original monument, so it would be hard to get everything on only three sides.
Upon vote, the above motion passed unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Melissa Thiel Collar, Board Member |
| **SECONDER:** | Randy Soquet, Board Member |
| **AYES:** | Casey Nelson, Melissa Thiel Collar, Amy Chandik Kundinger, Randy Soquet |
| **ABSENT:** | Ryan Jennings, Rick Klinkenberg |
| **EXCUSED:** | Dean Raasch |

4. Consideration and Possible Action to Approve the Entrance Sign to VFW Aquatic Facility.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that in the VFW Aquatic Facility budget, there is $10,000 allotted for the entrance sign for the facility. Three different quotes were received and staff recommends the lit option from Fox City Sign. The quote received, along with the electrical that would need to be run, the sign would still come in under budget.
Alderperson Nelson questioned the reasoning behind a lit sign, when the majority of the pool operating hours are during the day.
Marty Kosobucki, Director of Parks, Recreation and Forestry explained that even though the pool operation occurs mainly during the daylight hours, the lit sign provides an attraction to the facility and provides some security at the park.
Alderperson Chandik-Kundinger moved to approve the Fox City Sign option 1 with back lighting, seconded by Alderperson Nelson. Upon vote, the motion passed unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Amy Chandik Kundinger, Alderperson |
| **SECONDER:** | Casey Nelson, Alderperson |
| **AYES:** | Casey Nelson, Melissa Thiel Collar, Amy Chandik Kundinger, Randy Soquet |
| **ABSENT:** | Ryan Jennings, Rick Klinkenberg |
| **EXCUSED:** | Dean Raasch |

5. Consideration and Possible Action on Request from Immel Construction for Cost Reimbursement.*

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that with the construction of the VFW Aquatic Facility, there was electrical work that needed to be done with WPS. In talking with Graef, they believe the work needed is listed in the contract, but Immel feels otherwise. Due to the difference of opinion, Immel is looking for the city to pay half of the WPS bill.

Randy Soquet moved to open the meeting to public comment at 7:08 pm, seconded by Alderperson Nelson. Upon vote, the motion passed unanimously.

Max Rango from Immel explained that the WPS bill in question is for the permanent installation of the natural gas supply for the building, and the permanent main power supply of park. At the time of biding, if a contractor calls WPS for an estimate of services, they will not provide a quote; they will only provide an estimate of services for the owner of the property. In the bid documents there is reference for costs to be carried for the installation of services, but the bid form and project specifications did not have an allotment for the specific charges. Due to these differences, Immel is requesting that the city splits the costs for the WPS services.

Melissa Thiel-Collar questioned if the city attorney was consulted to obtain their opinion.

Marty Kosobucki, Director of Parks, Recreation and Forestry commented that the city attorney was not consulted on the issue. The consultant for the project, Graef was approached and they feel like it is documented in the project manual. With park board recommendation, we could have the city attorney review the contract for their opinion.

Melissa Thiel- Collar recommends having the city attorney review the contract for their opinion, before making any approval.

Randy Soquet questioned Max from Immel if it was normal for there not to be any WPS estimates in the bid.

Max Rango from Immel said that it is normal, due to the inability to get estimates from WPS. WPS does not provide any estimates for a project until they have the design criteria and load requirements for the project. Also, for this specific project, there was addition work done in the park. The service from Grant Street leading into the park was put underground and a second transformer was added for the services to the octagon building and for the lights on the field.

Melissa Thiel-Collar moved to return to regular order at 7:16 pm, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

Melissa Thiel-Collar moved to return the item back to staff to get the opinion from the city attorney, seconded by Alderperson Nelson. Upon vote, the motion passed unanimously.

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| **RESULT:** | **REFERRED BACK TO STAFF [UNANIMOUS]**<br><br>**Next: 2/18/2021 6:30 PM** |
| **MOVER:** | Melissa Thiel Collar, Board Member |
| **SECONDER:** | Casey Nelson, Alderperson |
| **AYES:** | Casey Nelson, Melissa Thiel Collar, Amy Chandik Kundinger, Randy Soquet |
| **ABSENT:** | Ryan Jennings, Rick Klinkenberg |
| **EXCUSED:** | Dean Raasch |

6. Consideration and Possible Action to Approve Additional Funding for VFW Access Road.*

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that in the budget for 2021, there was $25,000 allocated for the repair of the access road at VFW Park. With Immel doing the work on the VFW Aquatic facility, it makes sense to work with them for the project. The quote that was received from Immel is for $31,700. Staff recommends approving the contract with Immel for $31,700 and requesting additional funding from council.
Alderperson Nelson moved to approve the contract for $31,700 and request for additional funding from council, seconded by Melissa Thiel-Collar. Upon vote, the motion passed unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Casey Nelson, Alderperson |
| **SECONDER:** | Melissa Thiel Collar, Board Member |
| **AYES:** | Casey Nelson, Melissa Thiel Collar, Amy Chandik Kundinger, Randy Soquet |
| **ABSENT:** | Ryan Jennings, Rick Klinkenberg |
| **EXCUSED:** | Dean Raasch |

7. Consideration and Possible Action to Approve Change Order Request for Gas Fired Heater at VFW Pool.*

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that change orders that occur on a project that are due to unforeseen circumstances within 3%-4% of the project cost, or due to timing constraints can be approved by staff. This change order is a request from the Building Maintenance Supervisor to put a heater in the mechanical room, which will increase the life of the equipment. This is an additional equipment request that was not part of the bidding process, so it needs to get approval from Park Board. If approved, the item will need to go to Council to request additional funding. Staff would recommend approval of the change order.
Randy Soquet explained that he spoke with some professionals in the field and they agreed with the Maintenance Supervisor. They felt that it would be in the best interest of the City to install the heater to increase the life of the equipment.
Randy Soquet moved to approve the change order request to install a gas fired heater in the mechanical room of the VFW Aquatic Facility and send it to Council for approval, seconded by Alderperson Nelson.
Alderperson Nelson questioned if the funding for the heater would come from the funds obtained from the referendum.

Marty Kosobucki, Director of Parks, Recreation and Forestry stated that he would have to reach out to the Administrator and Finance Director to see where they want the funds to come from, but believes it would come from the funds dedicated to the pool.
Upon vote, the motion passed unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Randy Soquet, Board Member |
| **SECONDER:** | Casey Nelson, Alderperson |
| **AYES:** | Casey Nelson, Melissa Thiel Collar, Amy Chandik Kundinger, Randy Soquet |
| **ABSENT:** | Ryan Jennings, Rick Klinkenberg |
| **EXCUSED:** | Dean Raasch |

8. Consideration and Possible Action to Approve Plaque for the VFW Aquatic Facility.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that Alderperson Hansen has requested that a memorial plaque, similar to the one that is at Legion Pool, be installed at the VFW Aquatic Facility. Included in the packet is proposed verbiage for the sign, as well as different materials offered. The park board would need to approve the wording on the sign and the materials to be used. Staff recommends the aluminum plaque to better match the color scheme of the facility, but Alderperson Hansen prefers the bronze.
Randy Soquet questioned why Ryan Jennings name was listed twice.
Alderperson Chandik-Kundinger commented that she does not have an opinion on the plaque materials.
Melissa Thiel-Collar would recommend referring the item back to staff for material selection.
Alderperson Chandik-Kundinger moved to approve the verbiage of the memorial sign for VFW Aquatic Facility with removing one of Ryan Jennings names and leave the material selection up to staff, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Amy Chandik Kundinger, Alderperson |
| **SECONDER:** | Randy Soquet, Board Member |
| **AYES:** | Casey Nelson, Melissa Thiel Collar, Amy Chandik Kundinger, Randy Soquet |
| **ABSENT:** | Ryan Jennings, Rick Klinkenberg |
| **EXCUSED:** | Dean Raasch |

9. Consideration and Possible Action to Approve 2021 Carrico Aquatic Water Management Agreement.*

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that the City has an agreement with Carrico for the operations of the pools. When VFW was closed last year, the agreement was revised to account for running only one pool. Now with opening of the VFW Aquatic Facility, the agreement needs to be revised again to add VFW. The City Attorney has approved the agreement. Staff recommends approving the revised agreement with Carrico to add the VFW Aquatic Facility.
Melissa Thiel-Collar moved to approve the 2021 Carrico Water Management Agreement, seconded by Alderperson Nelson. Upon vote, the motion passed unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Melissa Thiel Collar, Board Member |
| **SECONDER:** | Casey Nelson, Alderperson |
| **AYES:** | Casey Nelson, Melissa Thiel Collar, Amy Chandik Kundinger, Randy Soquet |
| **ABSENT:** | Ryan Jennings, Rick Klinkenberg |
| **EXCUSED:** | Dean Raasch |

10. Consideration and Possible Action to Approve Revisions to VFW Tennis Courts.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that we are looking for approval to reconfigure the VFW tennis courts from 3 tennis courts to 2 tennis courts and 2 pickle ball courts. This would be the same configuration as the courts at Legion Park. The West De Pere School District was contacted, and they are fine with the proposal. The pickle ball courts at Legion Park have been extremely popular, so staff would recommend moving forward with the project.

Alderperson Chandik-Kundinger agreed that the courts at VFW are in desperate need of repair and with the popularity of the pickle ball courts at Legion Park it makes sense to incorporate them at VFW Park.

Alderperson Nelson confirmed that these will be the first pickle ball courts on the west side and is definitely in favor of the revisions.

Randy Soquet moved to approve the revisions at the VFW tennis courts, seconded by Alderperson Nelson. Upon vote, the motion passed unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Randy Soquet, Board Member |
| **SECONDER:** | Casey Nelson, Alderperson |
| **AYES:** | Casey Nelson, Melissa Thiel Collar, Amy Chandik Kundinger, Randy Soquet |
| **ABSENT:** | Ryan Jennings, Rick Klinkenberg |
| **EXCUSED:** | Dean Raasch |

11. Consideration and Approval of Consultant Agreement for VFW Tennis Court resurfacing and design.*

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that an RFP was sent out to four different consultants to help with the plans and specifications of redesigning and resurfacing the VFW tennis courts. This project is a little more involved with the need for crack filling. Staff would recommend approving the proposal from Fred Kolkman Tennis and Sport Court LLC in the amount of $2,000 to prepare the plans and specifications to redesign the tennis courts at VFW Park.

Melissa Thiel-Collar moved to approve the proposal from Fred Kolkman Tennis and Sport Court LLC to prepare the plans and specifications for the redesign and resurfacing of the VFW tennis courts, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Melissa Thiel Collar, Board Member |
| **SECONDER:** | Randy Soquet, Board Member |
| **AYES:** | Casey Nelson, Melissa Thiel Collar, Amy Chandik Kundinger, Randy Soquet |
| **ABSENT:** | Ryan Jennings, Rick Klinkenberg |
| **EXCUSED:** | Dean Raasch |

12. Consideration and Possible Action to Approve a Company for Contracted Tree Pruning in an Area of the City.*

Don Melichar, Park Superintendent and Forester explained that an RFP to provide tree pruning services in the City was sent out. Over twenty RFP's were sent out and four bids were returned. All bids were extremely over budget, with the exception of section 3of the City on the bid from Monster Tree Service. Seeing there is only the one section that is within the budget amount, staff would recommend moving forward with awarding the bid to Monster Tree Service to prune area 3 in the proposal.
Alderperson Nelson moved to approve awarding the tree pruning RFP to Monster Tree Service in the amount of $65,000 to prune area 3which is documented in the agenda packet, seconded by Alderperson Chandik-Kundinger. Upon vote, the motion was approved unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Casey Nelson, Alderperson |
| **SECONDER:** | Amy Chandik Kundinger, Alderperson |
| **AYES:** | Casey Nelson, Melissa Thiel Collar, Amy Chandik Kundinger, Randy Soquet |
| **ABSENT:** | Ryan Jennings, Rick Klinkenberg |
| **EXCUSED:** | Dean Raasch |

13. Consideration and Possible Action to Approve Grant Application for Dock Refurbishments at Perkofski Boat Launch.*

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that there is $10,000 in the budget to refurbish one of the dock sections at the Perkofski Boat Launch. The project came in under budget, so staff is recommending moving forward with the grant application,
Randy Soquet moved to approve the grant application to refurbish one dock section at the Perkofski Boat Launch, seconded by Alderperson Nelson. Upon vote, the motion passed unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Randy Soquet, Board Member |
| **SECONDER:** | Casey Nelson, Alderperson |
| **AYES:** | Casey Nelson, Melissa Thiel Collar, Amy Chandik Kundinger, Randy Soquet |
| **ABSENT:** | Ryan Jennings, Rick Klinkenberg |
| **EXCUSED:** | Dean Raasch |

14. Consideration and Possible Action to Approve Grant Application for Dock Extensions at Perkofski Boat Launch.*

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that there is $7,000 in the budget for a dock extension at the Perkofski Boat Launch. The bid for the extension came in at $8,000, so if the grant was approved, an additional $500 would need to be requested from Council. With the water levels being extremely high, these extensions allow the docks to be above water. Staff would recommend approving the grant application for dock extensions and request the additional $500 from Council to apply for the grant.
Alderperson Chandik-Kundinger moved to approve the grant application for the dock extensions at Perkofski Boat Launch and request the additional funding from Council, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Amy Chandik Kundinger, Alderperson |
| **SECONDER:** | Randy Soquet, Board Member |
| **AYES:** | Casey Nelson, Melissa Thiel Collar, Amy Chandik Kundinger, Randy Soquet |
| **ABSENT:** | Ryan Jennings, Rick Klinkenberg |
| **EXCUSED:** | Dean Raasch |

15. Consideration and Possible Action to Approve Grant Application for James Street Boat Launch Expansion. *

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that the dock extension would go from the existing finger docks and connect to the Fox River Tour dock. There is $20,000 in the budget to do the extension; however the quote received came in over budget at $30,499. With the amount of the quote, the park board would need to ask for additional funding from Council. Staff recommends putting this project on hold and to apply for a larger grant and additional funding in the budget for 2022.
Alderperson Chandik-Kundinger questioned the possibility of adding additional slips if we were to wait until next year.
Marty Kosobucki, Director of Parks, Recreation and Forestry explained that there are many larger boats on the Fox River and it is hard for them to get into the existing slips. It was requested from residents that the straight dock would be recommended.
Randy Soquet moved to delay the James Street dock extension project until the 2022 fiscal year and request additional funding for the project, seconded by Melissa Thiel-Collar. Upon vote, the motion passed unanimously.

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| **RESULT:** | **DEFEATED [UNANIMOUS]** |
| **MOVER:** | Randy Soquet, Board Member |
| **SECONDER:** | Melissa Thiel Collar, Board Member |
| **AYES:** | Casey Nelson, Melissa Thiel Collar, Amy Chandik Kundinger, Randy Soquet |
| **ABSENT:** | Ryan Jennings, Rick Klinkenberg |
| **EXCUSED:** | Dean Raasch |

16. Consideration and Possible Action to Determine Direction of Multi-Use Facility at Voyageur.

Randy Soquet recommended that due to the scale of the Voyageur Park multi-use building and that we are absent three board members for this meeting, it might be a good idea to table this item until next month when hopefully all board members will be present.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that tabling the item due to the absence of some park board members would not be an issue; however the bathroom facility is in really bad shape and a decision on the project needs to be made soon. Also, there was some confusion regarding using the stadium tax funding to aide in the Mulva Cultural Arts Center. Council did approve the use of the funds; however there has not been a motion or action from Council to revise the ordinance to use the funds. Currently, there is around $160,000 in the budget for the project; however we are substantially short of the project cost.
Discussion followed.
Alderperson Chandik-Kundinger questioned staff experience in fundraising efforts.
Alderperson Nelson agreed with tabling the item but feels that the only way for the building to be built, the design will need to be revised.
Due to the significance of the project and the number of park board members at the meeting, Melissa Thiel-Collar moved to table the multi-use facility at Voyageur Park until the next meeting, seconded by Alderperson Chandik-Kundinger. Upon vote, the motion passed unanimously.

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| **RESULT:** | **TABLED [UNANIMOUS]**<br><br>**Next: 2/18/2021 6:30 PM** |
| **MOVER:** | Melissa Thiel Collar, Board Member |
| **SECONDER:** | Amy Chandik Kundinger, Alderperson |
| **AYES:** | Casey Nelson, Melissa Thiel Collar, Amy Chandik Kundinger, Randy Soquet |
| **ABSENT:** | Ryan Jennings, Rick Klinkenberg |
| **EXCUSED:** | Dean Raasch |

## III. Staff Updates

1. 2020 Donation Listing

Marty Kosobucki, Director of Parks, Recreation and Forestry reviewed the 2020 donation listing.

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| **RESULT:** | **DISCUSSED** |

2. Staff Update on Status of Spring/Summer Programming and the Impact from Covid.

Marty Kosobucki, Director of Parks, Recreation and Forestry spoke with the Director of the Health Department and it appears that the general public will not be able to receive the COVID vaccine until late spring or early summer. If this time frame is correct, there may be limitations to spring and summer recreational programs. The recreation department will be meeting with the Health Department Director in early February, with the plan to bring recommendations to the February meeting.

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| **RESULT:** | **DISCUSSED** |

3. Staff update on VFW Aquatic Facility Progress.

Marty Kosobucki, Director of Parks, Recreation and Forestry stated that along with the progress listed in the agenda packet, the large run-out slides and drop slide have been installed. Also, the inside of the building should be close to completion by the end of February.

| **RESULT:** | **DISCUSSED** |
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4. Staff Update on Use Of Pool Pass for Virtual Snowman Competition

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that at a previous Park Board meeting, the board approved five pool passes to be used as prizes for recreational activities and programs. One of these will be used for a snowman competition in the City.

| **RESULT:** | **DISCUSSED** |
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5. Staff Update on Vandalism at Voyageur Park.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that due to a Facebook post following the vandalism at Voyageur Park, within a day the Police Department was able to apprehend the two individuals that were responsible for the damage. The insurance company has paid for the damages and will now look for restitution from the individuals. In the near future, the City will be looking into preventative measures for possible surveillance equipment and patrol.

| **RESULT:** | **DISCUSSED** |
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## IV. Future Agenda Items

Alderperson Chandik-Kundinger requested for the recreation department to look into extending the flag football season.
Randy Soquet requested an update on the burned out lights at the Legion Park disc golf course.
Marty Kosobucki, Director of Parks, Recreation and Forestry stated there will be a future agenda item to discuss the flooring at the VFW Aquatic Facility. The contractor was notified that the flooring that was selected no longer meets the state friction code for wet surfaces. With this notification, a new floor and color scheme will need to be approved. Depending on the timing of receiving the product information, a special park board meeting might be needed.

## V. Adjournment

Alderperson Chandik-Kundinger moved to adjourn the meeting at 8:22 pm, seconded by Alderperson Nelson. Upon vote, the motion passed unanimously.

Respectfully submitted,
Grace Lahtela