Board of Park Commissioners

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

Regular Meeting

Final Minutes

Thursday, January 17, 2019 | **6:30 PM** | **De Pere City Hall Council Chambers**

I. Call to Order

The meeting was called to order at 6:30 PM by Board Member George Brown

Attendee Name	Title	Status	Arrived
Ryan Jennings	Alderperson	Present	
Larry Lueck	Alderperson	Present	
Dean Raasch	Alderperson	Present	
George Brown	Board Member	Present	
Sue Schinkten	Board Member	Present	
Randy Soquet	Board Member	Present	
Bill Volpano	Board Member	Present	
Lydia McMorrow	Teen Advisor	Present	
William Soquet	Teen Advisor	Present	

II. Action Items

1. Approve Board of Park Commissioners Minutes from the December 20, 2018 Meeting.

Randy Soquet moved to approve the Board of Park Commissioners meeting minutes from December 20, 2018, 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, Lueck, Raasch, Brown, Schinkten, Soquet, Volpano

2. Approve Board of Park Commissioners Minutes from the January 7, 2019 Special Meeting.

Alderperson Raasch moved to approve the special Board of Park Commissioners meeting minutes from January 7, 2019, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Randy Soquet, Board Member
AYES:	Jennings, Lueck, Raasch, Brown, Schinkten, Soquet, Volpano

III. Presentation

1. Presentation from De Pere Chamber regarding the Community Stage at Voyageur Park.

Carol Karls and Amy Kundinger from the Economic Development Committee with the De Pere Area Chamber of Commerce gave an update on the community stage project. A kickoff meeting was held on August 15th to set the direction and determine the requirements for stage. The purpose, success criteria and goals of the project were also developed at the meeting. With recent developments, the Chamber would recommend allowing the cultural district plan to develop and inform the plan of the community stage

in Voyageur Park; however maintain earmarked funds for the Voyageur Park Community stage until further project planning is conducted in conjunction with the cultural district plan.
Discussion followed.

RESULT:	**DISCUSSED**

IV. Action Items

1. Approval of Sponsorship of Veterans Luncheon by Ryan Funeral Home

   Alderperson Raasch moved to approve the donation from Ryan Funeral Home for the Veterans Luncheon, seconded by Sue Schinkten. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Sue Schinkten, Board Member
AYES:	Jennings, Lueck, Raasch, Brown, Schinkten, Soquet, Volpano

2. Consider estimates recieved for designing and managing the lighting project at Southwest Park.

   Marty Kosobucki provided a brief summary of the Southwest Park lighting project. De Pere Select Soccer agreed to donate funds to pay for the installation of the old lights from Optimist Park to light a soccer field at Southwest Park. As part of this project, there was $3,800 budgeted for the design and construction management services for the project. The bids for the project came in extremely high, so a determination needs to be made to either move forward with the low bid and ask Council for the additional funds, approach Select Soccer for the additional money, or choose to dispose of the lights.
   Alderperson Raasch moved to open the meeting to public comment at 7:02 pm, seconded by Randy Soquet. Upon vote, the motion passed unanimously.
   Dale Rhodes from the board of De Pere Select Soccer was at the meeting to discuss the additional funding necessary.
   Discussion followed.
   Alderperson Raasch questioned the scheduling and availability of organizations other than De Pere Select Soccer using the lighted field. He feels this would be a way for the city to be active in youth sports and activities and would support the project if the field was shared between Select soccer and youth activities in the city.
   Marty Kosobucki explained that with the new agreement Select Soccer has priority use of the field, but not exclusive use of field.
   Dale Rhodes explained that De Pere Select would be willing to put up additional funds for the project, but they cannot put additional funds in for the design and again if more is needed for the installation of the lights.
   Alderperson Jennings questioned the bidding process.
   Alderperson Raasch moved to return to regular order at 7:15 pm, seconded by Alderperson Lueck. Upon vote, the motion passed unanimously.
   Alderperson Lueck feels this initial increase in additional funding should come from the city and if the installation estimates come in high, then approach De Pere Select Soccer.
   Randy Soquet questioned the time frame for the project.
   Alderperson Lueck moved to request additional funding from city council for the design and construction management services for the lighting project at Southwest

Park, seconded by Alderperson Raasch. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Larry Lueck, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Jennings, Lueck, Raasch, Brown, Schinkten, Soquet, Volpano

3. Consider Amendment to Current Agreement with MultiMedia Channels

Paula Rahn, Recreation Superintendent, explained that MultiMedia Channels is interested in modifying their current agreement with the city for printing and publishing the recreation brochure. Instead of mailing postcard to all households in De Pere, they would like to go back to mailing out the full brochure. There would be no additional costs to the city.

Sue Schinkten moved to approve the amendment with MultiMedia Channels for mailing of brochures, 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, Lueck, Raasch, Brown, Schinkten, Soquet, Volpano

4. Review and consider findings from on-line survey and public meeting on pool design.

Randy Soquet moved to take a five minute recess at 7:20 pm, seconded by Sue Schinkten. Upon vote, the motion passed unanimously.
Randy Soquet moved to return to regular order at 7:25 pm, seconded by Sue Schinkten. Upon vote, the motion passed unanimously.
A detailed discussion regarding the aquatic facilities followed.
Alderperson Lueck feels the aquatic facilities need to be similar.
Alderperson Raasch has concerns about the timeline of getting the facilities built and what amenities can actually be included with the costs continually increasing. He also stressed the importance to keep the projects moving.
Sue Schinkten commented that the survey results show that the residents want the pools to complement each other and not be the same. She also wants to make sure that whatever is done, the attendance needs to go up.
Randy Soquet feels the pools should be complimentary, but base things at each pool. The original goal was to reduce the loss from the aquatic centers each year, so it is important to increase the attendance at each pool.
Bill Volpano feels the pools should be kept simple.
Alderperson Jennings commented that with the popularity of the diving boards, they should be at each pool. Also, maybe have one pool geared toward little kids and the other geared toward teens. He is interested in the facilities as much as he is in the pool.
Lydia McMorrow feels the pools should be similar but not identical and be unique is some form.
William Soquet commented that the survey results show there is a group that wants just a box pool and one that wants all the extras. He feels it is important to also look at the concession area, locker room and parking facilities.

Alderperson Raasch also commented that it is important to not only look at the pool amenities, but look at the deck space and concession area, to keep people inside the pool longer.

Marty Kosobucki explained that the goal tonight is to review the information received from the survey and provide guidelines to the consultant to draft two designs for both VFW and Legion pools. Below is a list of amenities that were discussed at length and what consideration each should be given.

Guidelines for Aquatic Facility at VFW and Legion

Required items in all proposals	**Low Diving Board** **Medium Diving Board** **High Diving Board** **General Swim area** **Lap pool** **Zero Depth entry into main pool** **Lounge area/seating** **Shade (umbrellas)** **Activity Area (basketball, volleyball, etc.)** **Multiple filtration systems** **designated tot area in zero depth entry**
Alternate Considerations	**Drop Slide** **Body slide** **Body slides** **Competitive Swim lanes** **Separate Baby Pool** **Separate Tot area** **Kiddie Play area** **Shade (pergola/canopy)** **Challenge Area (lily pad, ropes, etc.)** **Climbing wall**
Things that should not be considered	**Adult only pool** **One filtration system** **Olympic Training Pool** **Hot Tub** **Wave pool** **Lazy River** **Shade (trees)** **Grass seating** **Lap lanes** **Splash Pad**

Sue Schinkten moved to open the meeting to public comment at 8:35 pm, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

Patrick Skalecki from Graef came up to discuss the amenities list and what he needs to prepare the aquatic center designs.
Katie Carviou commented to consider families with a large age span.
Adrianne Burns commented on layout of the pools.
Alderperson Raasch moved to return to regular order at 8:45 pm, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

Guidelines for Buildings at VFW/Legion

Required items in all proposals	**Concessions** **Inside facility seating for concessions** **Community Locker rooms** **Changing rooms inside locker rooms** **Individual Showers** **Restrooms** **Family Changing Rooms** **Family Restroom** **Lockers** **Mangers Office** **Sound System** **Front Desk/Entrance Foyer** **Diaper changing** **Mechanical Room** **Security lighting** **Lighting suitable for evening operation**
Alternate considerations	**Outdoor seating for concessions** **Community Showers** **Rentable Room** **Staff office/room** **First Aid Room** **Activity/Rentable Room** **Hair Dryers** **Swim Shop/Store** **Pavilion** **Water Bottle filling station** **Teen Area** **Natural light**
Things that should not be considered	**Video Games** **Swim Suit dryers**

Randy Soquet moved to approve the list of amenities as stated, seconded by Bill Volpano. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Randy Soquet, Board Member
SECONDER:	Bill Volpano, Board Member
AYES:	Jennings, Lueck, Raasch, Brown, Schinkten, Soquet, Volpano

V. Discussion Item

1. Bridge Inspection completed on Riverwalk.

   Marty Kosobucki stated the bridge inspection of the Riverwalk is complete and no major issues were found.

RESULT:	**DISCUSSED**

2. Update on concept of Beer Garden.

   Marty Kosobucki stated Common Council passed an ordinance to allow Beer Gardens and staff is currently developing a proposal.

RESULT:	**DISCUSSED**

3. Update on Bomier Boat Launch Renovation

   Marty Kosobucki commented that Common Council approved the contract with Graef for the Bomier Boat Launch renovations.

RESULT:	**DISCUSSED**

4. Update on De Pere Ice Arena repairs.

   Marty Kosobucki stated the Ice Arena repairs are completed and it is up and running, however we are still working with the insurance company to cover the repairs.

RESULT:	**DISCUSSED**

VI. Staff Updates

None

VII. Public Comment Period

None

VIII. Future Agenda Items

None

IX. Adjournment

Sue Schinkten moved to adjourn the meeting at 9:05 pm, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

Respectfully submitted,
Grace Lahtela