



Board of Park Commissioners

Regular Meeting

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

Revised Agenda

Thursday, November 21, 2024

6:30 PM

Council Chambers and Virtual

Pursuant to Wisconsin Statute 19.84, Notice is hereby given to the public that a meeting of the **Board of Park Commissioners** of the City of De Pere will be held on **November 21, 2024 at 6:30 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET. DE PERE.**

The Public or Members of the Board of Park Commissioners, which may count toward an official quorum, may attend the meeting either in person in the Council Chambers or telephonically or electronically via video conferencing or other appropriate technological means. Telephonic or electronic access to the meeting is provided below:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

Access Code: 154-883-285

This meeting may also be rebroadcast on Spectrum Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at <http://deperecitywi.igmp2.com/>.

I. Call to Order

1. Roll Call

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

III. Action Items

1. Consideration and Possible Action to Approve the Board of Park Commissioners Minutes from the September 19, 2024 Meeting.
2. Consideration and Possible Action on Pollinator Gardens at De Pere Parks
3. Consideration/Possible Action to Accept \$1000 Donation from Greta Johnson for CC Chairs/Tables*
4. Consideration and Possible Action to Accept a \$2500 Donation from Wochinske Family Foundation to Recreation Scholarship Fund*
5. Consideration & Possible Action to Approve Changes to Recreation Scholarship Program*
6. Consideration/Possible Action to Approve Special Programming for Nelson Pavilion*
7. Consideration and Possible Action to Approve Changes in the Ash Tree Grant.*
8. Consideration and Possible Action to Approve the 2023-2024 Year End Financial Statements for the De Pere Ice Arena.

IV. Discussion Items

1. Update from Brown County on the Community Garden at Lions Trailside Park for 2024
2. Discussion Regarding Future Planning of Southwest Park.
3. Discussion on Naming of New Park in Waterview Heights Subdivision.
4. Discussion Regarding Waterview Heights Park Development and Master Plan.

V. Staff Updates

1. Staff Update on Donation from De Pere Baseball to Improve Kelly Danen and Southwest Park Baseball Diamonds.
2. Staff Update on Holiday Light Show.
3. Staff Update On 2025 Budget.
4. Staff Update on Willems Playground Project.
5. Staff Update on Dog Ordinance.

VI. Future Agenda Items

VII. Adjournment

Any person wishing to attend this meeting who, because of their disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, the previous day, so that arrangements can be made.

Board Members
Alderspersons
Mayor James Boyd
Larry Delo, City Administrator
Tony Wachewicz, City Attorney
Marty Kosobucki
Carey Danen, City Clerk
City Hall 1st and 2nd Floor
De Pere Girls Softball
Connor Mason, Teen Advisor
James Lyga, Teen Advisor
Wochinske Family Foundation
Greta Johnson

De Pere Youth Hockey
De Pere Select Soccer
De Pere Area Chamber of Commerce
Definitely De Pere
Brown County Library – De Pere
TV & Radio Stations
De Pere Rapides Youth Soccer
De Pere Baseball
Christopher Thompson, De Pere School Dist.
Jason Lau, WDP School District
Rachel Quintas, Brown County Extension
Brown County Ice Management

***All items marked with an asterisk will be forwarded to the Common Council.**



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: November 21, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Grace Lahtela

SUBJECT: Consideration and Possible Action to Approve the Board of Park Commissioners Minutes from the September 19, 2024 Meeting.

ATTACHMENTS:

- Draft Minutes 9-19-24(PDF)



Board of Park Commissioners

Regular Meeting

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

Draft Minutes

Thursday, September 19, 2024

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
Melissa Thiel Collar	Board Member	Present	
Mike Eserkaln	Aldersperson	Present	
Jim Kneiszel	Board Member	Present	
Amy Chandik Kunding	Aldersperson	Excused	
Shana Defnet Ledvina	Aldersperson	Present	
Randy Soquet	Board Member	Present	
Connor Mason	Teen Advisor	Present	
James Lyga	Teen Adviser	Present	

Others present:

Marty Kosobucki, Director of Parks, Recreation and Forestry

Brian Christnovich, Park Superintendent

Grace Lahtela, Administrative Assistant

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. Section 6-3(f) DPMC

None

III. Items

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

Aldersperson Defnet Ledvina moved to approve the Board of Park Commissioners minutes from the July 18, 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:	Thiel Collar, Eserkaln, Kneiszel, Defnet Ledvina, Soquet
EXCUSED:	Amy Chandik Kunding

2. Consideration & Possible Action to Approve Donation from Aurora BayCare

Melissa Thiel Collar moved to accept the donation of T-shirts for the flag football program from Aurora BayCare, seconded by Aldersperson Eserkaln. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Melissa Thiel Collar, Board Member
SECONDER:	Mike Eserkaln, Alderperson
AYES:	Thiel Collar, Eserkaln, Kneiszel, Defnet Ledvina, Soquet
EXCUSED:	Amy Chandik Kunding

3. Consideration and Possible on to Approve Eagle Scout Project Request to Install Wood Duck and Swallow Homes along the Preserve Trail from Clement Markowski.

James Kneiszel moved to approve the Eagle Scout Project to install wood duck and swallow homes along the Preserve Trail by Clement Markowski, seconded by Randy Soquet.

Marty Kosobucki, Director of Parks, Recreation and Forestry stated that Clement Markowski is at the meeting tonight if anyone should have any questions for him.

James Kneiszel moved to open the meeting to public comments at 6:35 pm, seconded by Alderperson Defnet Ledvina. Upon vote, the motion passed unanimously.

Eagle Scout Clement Markowski stated that his intention is to build and install 10 wood duck and 10 swallow homes to be put at the Preserve Trail and the dog park. The homes will be built by other scouts in his troop and volunteers and will be ready for installation in the spring. The homes will have slanted roofs and be made of cedar, which is naturally water resistant and water protectant.

James Kneiszel thanked Clement for thinking of and doing this project. He stated that he used to make bluebird houses and explained the benefit of installing companion houses and if Clement had any questions that he could reach out to him.

Alderperson Defnet Ledvina questioned how he was planning to pay for the materials for the project. Clement Markowski stated he was going to see if the city would fund some of the project and if that was not a possibility then he would be doing fundraising. Alderperson Defnet Ledvina commented that usually the city does not fund the projects, but there is a Community Grant Program where applications are taken every December and June. If approved the project could receive funding up to \$600 and encouraged him to apply for the Community Service Grant.

James Lyga, Teen Advisor, questioned if there would be any consideration to building some houses for an East De Pere location. Clement Markowski explained that it could possibly be a future Eagle Scout project for the troop.

Randy Soquet thanked Clement Markowski for considering the project and encouraged him to apply for the Community Service Grant to help fund the project.

Alderperson Defnet Ledvina moved to close the meeting at 6:40 pm, seconded by James Kneiszel. Upon vote, the motion passed unanimously.

Upon vote, the above motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jim Kneiszel, Board Member
SECONDER:	Randy Soquet, Board Member
AYES:	Thiel Collar, Eserkaln, Kneiszel, Defnet Ledvina, Soquet
EXCUSED:	Amy Chandik Kunding

4. Consideration/Possible Action to Approve \$5,000 Grant from Dickhut Family Charitable Endowment Fund for Chairs/End Tables in Upper-Level Foyer, Oak & Hickory Rms. at Community Center*

Randy Soquet moved to approve a \$5,000 grant from the Dickhut Family Charitable Endowment Fund for chairs and end tables in the upper-level foyer, Oak and Hickory rooms at the Community Center, seconded by Melissa Thiel Collar. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Soquet, Board Member
SECONDER:	Melissa Thiel Collar, Board Member
AYES:	Thiel Collar, Eserkaln, Kneiszel, Defnet Ledvina, Soquet
EXCUSED:	Amy Chandik Kunding

5. Approval of Change Order 8 for Nelson Family Pavilion

Randy Soquet moved to approve change order #8 for the Nelson Family Pavilion, 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:	Thiel Collar, Eserkaln, Kneiszel, Defnet Ledvina, Soquet
EXCUSED:	Amy Chandik Kunding

6. Review and Consideration of Future Planning for De Pere Ice Arena.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that at the last meeting, the Park Board requested staff to do research on various topics of the Ice Center. It was requested that staff look at other rinks to see how they are run; to provide information on the implemented surcharges; and get a breakdown of the users in each of the user groups. From this research it was learned that there are 98 rinks in the State of Wisconsin, which are ran in a wide variety of ways. With the city ran facilities, the municipalities are substantially larger, are county ran rinks, and several of them are ran by non-profits. The resident vs. non-resident breakdown for user groups was obtained, with the ratio of residents not being as high as we hoped. The surcharge started in 2019 to offset costs to repair the chiller system. This expense has now been paid off and now all surcharges will be going into the Ice Arena Fund. The surcharge will also be increasing to \$35 per hour this next season. Along with the implementation of the surcharge, per the agreement with Brown County Ice Management, 50% of the net profits of running the rink are returned to the city and deposited into the Ice Arena Fund for upkeep and capital improvement project at the arena. There has been staff discussions and the first decision that needs to be made is if the Park Board feels the city should promote winter activities and an indoor Ice Arena, and then if the city wants to be in the Ice Arena business.

James Kneiszel thanked Marty for providing the participation breakdown for the user groups. Reviewing the information provided, there are 90 participants throughout all groups that are City of De Pere residents and probably more than one participant from each family, leading to a small number of families benefiting and being impacted by the facility. Mr. Kneiszel feels that the city should explore finding a user group that has a long-term interest that would take over the building or offer it to the County. There are so many updates that are needed to the building Mr. Kneiszel does not think that the City should be in the Ice Arena business.

Melissa Thiel Collar questioned what would need to be done with the agreement with Brown County Ice Management. Marty Kosobucki explained that currently we are under a one-year extension with Ice Management that will expire in the spring. The city is in a good position with timing if we want to go in a different direction.

Randy Soquet questioned the number of open skate hours available for residents. Marty Kosobucki stated that he believes there is one open skate session a weekend.

Melissa Thiel Collar commented that there is no staff recommendation and questioned if there was any recommendation staff could offer. Marty Kosobucki explained that from a leisure perspective staff feels that the Ice Arena adds a tremendous value to the community and would be sad to see it go and would not recommend it going. How the facility is operated is a different discussion and cannot make a recommendation how it is operated. With the financial value to our area, Marty does not think the facility should go away.

Randy Soquet questioned if the comprehensive study that was performed stated anything related to winter activities and the Ice Arena. Marty Kosobucki stated he was not sure if anything was specifically asked regarding the Ice Arena. Mr. Soquet questioned the open skate numbers, which might provide some direction on what the community would want.

Aldersperson Defnet Ledvina stated that on the website it states that open skating is offered once a month for 5 months.

James Kneiszel stated that $\frac{3}{4}$ of the individuals using the facility are from outside of the city and feels it is not financially responsible to have the City of De Pere taxpayers finance the facility for outside residents. Ideally this situation should be for the County.

Aldersperson Defnet Ledvina commented that as a council member she agrees with Mr. Kneiszel. She feels that the facility is important to the community, but it should not be the city's financial burden to bear and subsidize.

Melissa Thiel Collar states she understands that the parents want their kids to play hockey, but the city cannot keep footing the bill and it is not fair for the kids to be playing in a facility with all the safety and ADA compliance issues of the building. She hopes that City Council will partner with another organization to keep the facility open and improve the condition of the facility.

Marty Kosobucki commented that the City does not subsidize the Ice Arena on a yearly basis for operations. The city's financial involvement has been in capital projects, not in operations.

James Kneiszel stated he understands that the operating costs are not subsidized and was surprised at the condition of the facility. The building needs a lot of work for the facility to operate for years to come. He does however think that the Ice Arena is valuable and likes having it there.

Alderperson Defnet Ledvina commented that all Park Board members have toured the facility to see the conditions.

Randy Soquet commented that staff is requesting the Park Board to recommend to City Council to either support the Ice Arena or recommend that the city should not be in the Ice Arena business and research options for the facility.

James Kneiszel moved to open the meeting to public comment at 7:00 pm, seconded by Alderperson Defnet Ledvina. Upon vote, the motion passed unanimously.

Dena Sands commented that she appreciated the Park Board looking into the user groups. She is not a City of De Pere resident and comes into the city on a regular basis and spends money in the city. She clarified that there are additional open skate hours that are listed online with the different user groups offering open skate opportunities for the residents. Ms. Sands stated that the recommendation provided will have a significant impact on the different user groups and the high school hockey team.

Mike Thompson stated he is a De Pere resident and a De Pere taxpayer. He has two children and utilizes a lot of the city recreation programs. All these recreation programs have users that are not within the City of De Pere. Also, the fields and courts that are located within the city and are used by non-residents. Mr. Thompson stated that the new rink being installed at Cornerstone would only be able to support 30% of the ice time users of the De Pere Ice Arena and if the rink is closed it would take out both the youth and high school programs. Currently there are no tax dollars going into the maintenance of the facility and over the past 30 years the facility has not been appropriately maintained. If a non-profit or a for profit organization was to take over the facility and invest money for repairs, they will significantly increase the ice time fees to support the facility, and many families will not be able to afford these increased costs. Mr. Thompson feels the city should make the investment needed into the building.

Willie Birkholz represents the De Pere Voyageurs High School Hockey programs stated he has been within the hockey programs for 16 years. During this time, he has seen the facility age over the years with the different management groups. This facility is the home sheet of ice for both the Voyageurs and the High School hockey organizations. The locker rooms, pm the east side of the building are maintained by the High School Booster Club and the De Pere Deacons and offer an elite locker room space for the State of Wisconsin and with the right management group and contribution from the user groups, this can be an awesome space for the kids to skate. Mr. Birkholz hopes the City of De Pere will find a way to keep the facility running.

Melissa Hongisto clarified that the different user groups offer open skate to the residents. Prior to the Packers and Howard outdoor ice rinks opening for the season, there can be 200 kids at an open skate session. This number falls to 100 after the outdoor rinks open. The building is old, but it is paid for, and the user groups subsidize the facility. As a

taxpayer, she is fine with paying to subsidize the facility and feels it is unique to have only one of 90 rinks in the state. This low number of rinks shows why it is important to keep and why the large number of non-resident users. If the Park Board was to tour the facility when the kids are in there skating, it has a totally different atmosphere. Ms. Hongisto requested that the Park Board find a way to keep the rink open, the user groups are very motivated to do what they can to keep the facility open.

David Lepp from the De Pere Deacons Hockey Team stated that the property was donated to the city. The city ran the facility until 1998 and then contracted out with a management company to run the rink. There was no money to fix the problems with the rink back then and there is still no money allocated to fix the rink. Mr. Lepp feels that if the city can come up with \$900,000 to run a pool for 2 ½ months out of the year it can come up with the funds to run the ice arena for 6 months out of the year. Mr. Lepp also stated that there are non-residents that use the pool, the same as the ice arena. Alderperson Defnet Ledvina clarified that the \$900,000 in funds to operate the pool comes from a referendum that was voted in by city residents to support the funding for the pools, and that non-residents pay a large fee to use the pools.

Dena Sands commented that if improvements were done to the facility, it could run year-round, which is needed.

Randy Soquet commented that no members of the Park Board think the Ice Arena should be shut down, or that there is no value to the ice center, but a solution on how to move forward needs to be obtained.

Mike Thompson feels the solution need to protect the user groups for years to come, with the possibility of the user groups forming a sub-committee to work with the city in running the facility.

Marty Kosobucki stated that this topic quickly becomes a very complicated discussion until there is some direction from Council. The Park Board needs to recommend to council if the rink should stay, and if so, what is the best direction to go.

Connor Mason, Teen Advisor, feels that the Park Board recommendation should be for the Ice Arena to stay. He has friends that use the facility, and it provides jobs for the area kids. He feels it should be made clear to council that the facility should stay and be made a staple of the City of De Pere that is well maintained and elite.

Alderperson Defnet Ledvina moved to close the meeting to public comment at 7:32 pm, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

James Kneiszel clarified that he would like to see the Ice Arena stay but would like to remove the burden of the facility from the city. He is not sure if it is practical to repair the facility, rather than start over. He appreciates the support of the user groups and doing all the work, but with hundreds of thousands of dollars in repairs needed, the user groups are not fully funding the facility. He feels a resolution would be to send the recommendation to council to reduce or eliminate the burden of the building itself, and to meet with Brown County to see if they are willing to operate the facility and secondarily go to the user groups to see how this could be done. Based on the percentage of users from the city, the running of the facility needs to be done a different way. Also, when

comparing the Ice Arena to the pools, pools are need as they teach lifesaving skills to children, because the schools do not have them.

Melissa Thiel Collar stated she respects all the comments, but feels it is not the Park Board's responsibility to tell council what to do, but council needs to tell the Park Board what should be done. It is not a value judgement on what is more important, the pools, ice arena, or baseball.

James Kneiszel question what Marty would like from the Park Board. Marty Kosobucki stated that what the Park Board needs to determine is if they feel the Ice Arena should continue and if it has value to the city. No financial decisions need to be made; Council will determine the financial side.

Melissa Thiel Collar made a motion for the Ice Arena to continue in operation and the Park Board requests City Council to determine how it operates, seconded by Alderperson Defnet Ledvina.

James Kneiszel questioned the motion that if there were no other options that we would like the facility to continue. Alderperson Defnet Ledvina stated it will be up to council if they want it to continue.

Upon vote, the motion passed 4-1 with James Kneiszel voting nay.

RESULT:	ADOPTED [4 TO 1]
MOVER:	Melissa Thiel Collar, Board Member
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Melissa Thiel Collar, Mike Eserkaln, Shana Defnet Ledvina, Randy Soquet
NAYS:	Jim Kneiszel
EXCUSED:	Amy Chandik Kunding

IV. Discussion Items

1. Review and Discussion on Proposed 2025 Budget for Parks, Recreation and Forestry

Marty Kosobucki, Director of Parks, Recreation and Forestry pointed out a couple of things regarding the budget. First, with regards to the timing of the budget, normally the budget would be prepared, and it would be brought to Park Board for review prior to meeting with the mayor. Due to the timing of budget preparations this year, the meeting with the mayor has already occurred, but he is still in the process of developing the final budget. There are some big increases in operating, but most of them are relative to the addition of the Forestry Supervisor. Also, under capital there are asterisks next to some projects which indicates that they are likely not to be included in the 2025 budget. There are also projects that do not currently show an asterisk but might still be eliminated. If there are any suggestions or recommendations on the proposed budget, these can still be shared with the mayor. On October 9th the draft budget will be presented to council at the budget workshop session.

Alderperson Defnet Ledvina questioned the removal of the Waterview Heights Park. Marty Kosobucki explained that the subdivision is building up rapidly and there are roads on both sides of the park. There was \$30,000 in the prior budget for utilities and sidewalk and these additional funds would be to develop the park.

Melissa Thiel Collar moved to open the meeting to public comment at 7:47 pm, seconded by Alderperson Defnet Ledvina. Upon vote, the motion passed unanimously.

Joe Nicks gave a summary of the events pertaining to the Wilson Park improvements project. In 2023 there was \$50,000 in the budget for design of Wilson Park, which has been completed. In early October of 2023 there was an event held at Wilson Park where the mayor spoke favorably on funding the Wilson Park improvements in the near future. The 2024 budget did not include any funding for Wilson Park improvements even though the project was listed as a high priority of non-maintenance projects. In the 2025 Capital Improvement Project list, Wilson Park improvements was again listed as the highest priority non-maintenance project. Currently the draft budget shows the only way it will receive funding is through grants or donations and seven items of lower priority are approved for funding in 2025. There have been no improvements done to Wilson Park in over 60 years. Mr. Nicks requests that the Park Board recommends that council follows the recommendations of the COMP Plan, the Capital Improvement Plan and the direction of the Parks Director and to get the Wilson Park Project funded in 2025. Marty Kosobucki stated that the project is still in the 2025 budget but will not be funded unless grants and donations are received. It was not removed indefinitely.

James Anderson stated that Wilson Park is in a residential neighbor, next to the college and close to downtown and a senior citizen living complex. There is already a plan developed for the improvements and provides an opportunity for a nice green space on the west side of De Pere, comparable to the Mike Walsh Plaza. Mr. Anderson feels this project will only happen with the support of the Park Board.

Melissa Thiel Collar moved to close the meeting to public comment at 8:03 pm, seconded by Alderperson Defnet Ledvina. Upon vote, the motion passed unanimously.

Melissa Thiel Collar questioned if there has been any discussion about the houses that are being sold off by St. Norbert College near the park. Marty Kosobucki stated he has not heard any comments.

James Kneiszel commented that anything at Wilson Park is twice as old as the equipment at Rainbow Park and with St. Norbert College selling off the houses in the neighborhood around the park, many new families are moving into the neighborhood. Mr. Kneiszel would like to see Wilson Park included in the 2025 budget.

Alderperson Defnet Ledvina stated she would like to see the Wilson Park project included in the 2025 budget. All the events of the city are happening on the east side and there needs to be something exciting on the west side to get the people over there.

Marty Kosobucki stated that about 1/3 of all capital projects get redlined. Wilson Park is a fabulous and needed project. Wilson Park has not received attention in many years and it would be nice to develop it into a useful park.

James Kneiszel requested Alderperson Defnet Ledvina to suggest that the Wilson Park project replace the Rainbow Park improvements. Alderperson Defnet Ledvina stated that the equipment at Rainbow Park really needs to be replaced too.

Marty Kosobucki reiterated that there is a great plan developed that would get a great deal of use. He will relay to the mayor that the Park Board is very committed to the project and will relay this information during the budget workshop, but ultimately the council members need to fight for the project if it to be completed.

Alderperson Defnet Ledvina questioned if there are any other items that got eliminated that staff is nervous about getting pushed off. Marty Kosobucki stated that the bleachers are Kelly Danen are very old wooden bleachers that continue to splinter and break, and the Optimist Park storm drain ditch.

Marty Kosobucki stated there has been a lot of requests for new pickleball courts, but it is hard to promote more park amenities when we don't get funding for Wilson Park.

Alderperson Defnet Ledvina questioned the need for the AC at the Community Center. Marty Kosobucki explained that there are two compressors for the unit at the Community Center and we are currently running on one. Due to the cost of repairing the unit it was decided it was better off replacing it with a new unit.

RESULT:	DISCUSSED
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V. Staff Updates

1. Staff Update on Donations

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that the attached list is all donations under \$1,000 that were received by the department.

RESULT:	DISCUSSED
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2. Staff Update on Naming Sponsor for Nelson Family Pavilion Patio.

Marty Kosobucki, Director of Parks, Recreation and Forestry stated that a large donation has been received for the naming rights of the patio for the Nelson Family Pavilion from the KC and Georgia Stock Foundation for \$100,000. This donation was already approved by Common Council.

RESULT:	DISCUSSED
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VI. Future Agenda Items

Marty Kosobucki, Director of Parks, Recreation and Forestry stated that October 1st will be the kick-off date for the new dog ordinance in the parks.

VII. Adjournment

James Kneiszel moved to adjourn the meeting at 8:18 pm, seconded by Melissa Thiel Collar. Upon vote, the motion passed unanimously.

Respectfully submitted,
Grace Lahtela



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: November 21, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consideration and Possible Action on Pollinator Gardens at De Pere Parks

ATTACHMENTS:

- 2024 1121 CI_Parks_Pollinator_Gardens (PDF)
- Braisher Exhibit (PDF)
- Samantha Exhibit (PDF)
- VFW Exhibit (PDF)
- Voyageur Exhibit (PDF)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Chase K Kuffel, PE
Assistant City Engineer & Sustainability Commission Liaison
Date: November 21, 2024

RE: **Consideration and Possible Action on Pollinator Gardens at De Pere Parks**

The De Pere Sustainability Commission is requesting permission to design, construct and maintain pollinator gardens abutting the City's urban orchard sites at Braisher Park, Samantha Park, VFW Park, and Voyageur Park.

Background

The Sustainability Commission voted to discontinue "No Mow May" in 2024. In lieu of promoting pollinators as part of "No Mow May," the commission has elected to instead conduct a yearlong education and outreach campaign that highlights the City's new Planned Natural Landscapes. The Sustainability Commission felt that pairing planned natural landscapes with the City's urban orchards would be a win-win scenario by promoting the new planned natural landscape ordinance while helping sustain the urban orchards with a quality pollinator habitat.

Included with this memo are maps of the urban orchard sites located within City of De Pere parks. These maps show the location of the urban orchard within the park and the proposed pollinator garden abutting the urban orchards. In discussions with a local horticulturalist, it was determined that a 10-foot-wide garden abutting the short side of each orchard would be sufficient to promote pollinators at these locations. The gardens would then be situated on the side that would least affect Parks, Recreation, and Forestry operations. The ultimate location of the urban orchards would be subject to the Board of Park Commissioners' consideration and approval.

Funding for these pollinator gardens would come from the Sustainability Budget as a sustainable initiative. It is estimated that the total cost to construct these gardens would be approximately \$10,000 for the plantings, site clearing and labor. Additional money would also need to be budgeted by the Sustainability Commission to maintain and weed these gardens until they are fully established and/or a volunteer group is brought on to take on the pollinator garden maintenance.

If approved, staff would work with the Sustainability Commission to create a request for proposals for the design, construction and maintenance of the pollinator gardens at Braisher Park, Samantha Park,

VFW Park, and Voyageur Park. After the contractor is selected, it is anticipated that the pollinator garden construction would occur in mid-2025 after proposal review by both the Sustainability Commission and Parks, Recreation and Forestry Staff. The number of pollinator gardens may be reduced if the proposals exceed the available budget held by the Sustainability Commission.

Recommendation

Staff recommends that the Board approve the pollinator garden locations and allow the Sustainability Commission to move forward with the drafting of a Request for Proposals for the design, construction and maintenance of pollinator gardens at Braisher Park, Samantha Park, VFW Park, and Voyageur Park.

CITY OF DE PERE

Engineering Division

925 S. Sixth Street, De Pere, WI | 920-339-4061 | www.deperewi.gov/engineering



CITY OF DE PERE

Engineering Division

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City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: November 21, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Paula Rahn

SUBJECT: Consideration/Possible Action to Accept \$1000 Donation from Greta Johnson for CC Chairs/Tables*

ATTACHMENTS:

- Greta Johnson Donation - Replacement of Chairs-Tables 11.24 (PDF)

CITY OF DE PERE

Community Center

600 Grant Street, De Pere, WI 54115 | 920-339-4097 | www.de-pere.org



TO: Board of Park Commissioners
 FROM: Paula Rahn, Recreation Superintendent
 DATE: November 19, 2024
 RE: Consideration & Possible Action to Approve \$1,000 from Greta Johnson towards chairs/tables for Community Center meeting rooms and foyer

Staff is requesting the Board of Park Commissioner's approval to accept a generous donation of \$1,000 from Greta Johnson towards the replacement of chairs in our meeting rooms along with tables/chairs in the foyer of the Community Center. Ms. Johnson has also committed to donating another \$2,500 in March of 2025 to this worthwhile cause as well as donating to our Recreation Scholarship Fund in 2025. We are genuinely appreciative of all the support that Ms. Johnson has given to our department for various projects and towards the Recreation Scholarship Fund over the years and are truly thankful for this additional contribution.

Thank you for your time and consideration.

Donation Information:

From: Greta Johnson

1301 Franklin St.

De Pere, WI 54115

To: De Pere Community Center

For: Replacement of Chairs in Meeting Rms. & Tables/Chairs in Foyer of Community Center

Amount: \$1,000 + \$2,500 in March 2025



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: November 21, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Paula Rahn

SUBJECT: Consideration and Possible Action to Accept a \$2500 Donation from Wochinske Family Foundation to Recreation Scholarship Fund*

ATTACHMENTS:

- Rec Scholarship 2024 - Wochinske Family Foundation (PDF)

CITY OF DE PERE

Community Center

600 Grant Street, De Pere, WI 54115 | 920-339-4097 | www.de-pere.org



TO: Board of Park Commissioners

FROM: Paula Rahn, Recreation Superintendent

DATE: November 5, 2024

RE: Consideration & Possible Action to Approve \$2,500 from Wochinske Family Foundation to the Recreation Scholarship Fund

Staff is requesting the Board of Park Commissioner's approval to accept a generous donation of \$2,500 from the Wochinske Family Foundation to the Recreation Scholarship Fund. The Wochinske Family Foundation have graciously donated to this worthwhile program for the past 15 years. We are sincerely thankful and appreciative for their continued support since 2010.

So far this year, the Recreation Scholarship Fund had awarded 49 scholarships to families in need. To date, 546 scholarships have been awarded for family pool passes and youth participation in swim lessons, youth sports leagues, summer day camp, kidz zone and a variety of instructional based programs. Current balance in the account is nearly \$37,814.84.

Thank you for your time and consideration.

Donation Information:

From: Wochinske Family Foundation Inc.
 c/o Kathryn Wochinske
 1981 Hawthorne Heights Dr.
 De Pere, WI 54115

To: De Pere Parks & Recreation Department
 For: Recreation Scholarship Fund
 Amount: \$2,500



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: November 21, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Paula Rahn

SUBJECT: Consideration & Possible Action to Approve Changes to Recreation Scholarship Program*

ATTACHMENTS:

- Recreation Scholarship Changes 10.24 (PDF)
- Rec Scholarship Information Application Revised 10.24 (PDF)

CITY OF DE PERE

Community Center

600 Grant Street, De Pere, WI 54115 | 920-339-4097 | www.de-pere.org



TO: Board of Park Commissioners
 FROM: Paula Rahn, Recreation Superintendent
 DATE: October 9, 2024
 RE: Consider Changes to Recreation Scholarship Program

The Recreation Scholarship Program has been in existence since 2010 and currently, has a comfortable balance of over \$35,161 in the account. For the past 3 years, the fund has averaged \$5,900 in donations annually with \$4,981 being allocated towards scholarships each year. While the donations typically exceeded the expenditures, this year, it is the reverse, as we have not received funding from one of our main contributors. Presently, this year the fund has raised \$4,056 in donations and has expended \$5,719 awarding 49 scholarships thus far.

In May of 2023, it was approved to raise the amount allocated to youth and families for financial assistance. Currently, a family may receive a maximum of \$100 per youth per calendar year, and an additional \$125 per year for family related activities. With anticipated fee increases for 2025, staff is proposing to increase the amount allotted for families to \$130, which would cover the cost of a family pool membership both pre-season and in-season.

Staff is also proposing to change the eligibility criteria of the Recreation Scholarship Program from youth to all residents of the City of De Pere who qualify regardless of their age. We have seen a slight increase in financial need from more participants of our programs, and particularly, the senior population. By opening the financial assistance program up to all ages, we would propose adding that scholarships are available for Sports Programs & Leagues with player fees only for adult leagues.

To re-cap, staff is proposing the following changes to the Recreation Scholarship Program:

- ❖ Increase from an additional \$125 per year per family to an **additional \$130 per year for family related activities** (this would cover both pre-season and in-season resident family pool passes).
- ❖ Change program eligibility from youth to **all residents** of City of De Pere regardless of age.
- ❖ Add that scholarships are **available for Sports Programs & Leagues** and **player fees for Adult Leagues**.

There would be no change requested to the maximum of 50% of registration fee for youth sponsored activities run by De Pere Baseball, De Pere Girls Softball Association, De Pere Rapides Youth Soccer and De Pere Youth Hockey. All other policies would remain in effect.

Attached is a copy of the revisions (highlighted in red) to the Recreation Scholarship Program policies and application. Thank you for your time and consideration.



Recreation Scholarship Program

Financial Assistance

Purpose:

- The Recreation Scholarship Program has been established to provide **youth residents** in the City of De Pere the opportunity to participate in recreation programs offered by the Parks, Recreation & Forestry Department, regardless of financial status.

Definitions:

“Family/Household” means all persons currently residing at the same address in the City of De Pere who are directly related (mother, father, son, daughter), are legal dependents of the applicant or are foster children.

“Resident” means any person who lives within the corporate limits of De Pere. Persons who own property in De Pere but live outside De Pere are not residents.

“Youth” means age 17 and younger.

“Hardship” for the purpose of this scholarship program means the family is unable to financially support/fund the program due to loss of employment, serious or chronic medical condition that prevents steady employment, major event or crisis impacting household income, or lacks sufficient means to cover full program costs.

Availability:

- Scholarships are available for:
 - Instructional programs
 - Special events
 - Pool passes
 - Summer playgrounds
 - Kidz Zone before/after school program
 - Summer day camp program
 - **Sports programs & leagues**
 - .. **Player fees for adult leagues**
 - City co-sponsored youth leagues:
 - .. De Pere Youth Baseball
 - .. De Pere Youth Hockey Association
 - .. De Pere Rapides Youth Soccer
 - .. De Pere Girls Softball Association
- Scholarships are not available for **youth** participation in field trips, costumes or supplies, replacement pool passes nor programs offered through another agency.
- Scholarships are awarded on a first come, first served basis, and will be awarded only as long as there are available funds and are within the guidelines established.
- A family may receive a maximum of \$100 per **youth individual** per year, and an additional **\$125 \$130** per year for family related activities/events.
- Scholarships will provide a maximum of 50% of the league participation fee for any individual requesting assistance for a league ran by De Pere Baseball, De Pere Youth Hockey, De Pere Rapides Youth Soccer, and/or De Pere Girls Softball Association.
- Scholarships may be offered to eligible families as part of City of De Pere sponsored holiday giving programs.

Eligibility:

- Scholarships are available based upon the applicant's household income or when an applicant can demonstrate a financial hardship. Household income will be compared to the De Pere School Districts National Lunch Program income scale in determining eligibility for a scholarship.
- Applications and recipients must be residents of the City of De Pere.

Application Process:

- Residents may apply by completing the Recreation Scholarship Program Application form signed by an adult member of the household. The applicant must include a copy of **one of the following**:
 1. Most recent federal income tax return;
 2. Brown County Social Services form showing current food stamp or AFDC eligibility;
 3. Proof of eligibility for free school lunch in any De Pere school district; or
 4. Written description of hardship; hardship cases will be reviewed and may be explained in writing on the application or attached on a separate piece of paper (written or typed). Hardship referrals may be accepted from the applicant or other individuals or social services agencies on applicant's behalf.
- Hardship cases will be reviewed on an individual basis.
- You must also include a Program Registration Form, leaving the payment portion blank. (Can be found at www.de-pere.org www.deperewi.gov and search "Program Registration Form")

Registration Process:

- Applicants awarded a scholarship will be provided directions in how to register for their program of interest.
- Enrollment into a program is contingent on program availability at the time of the applicant registering.
- Scholarships may not be awarded for the full program cost. Scholarship recipients will be required to pay the costs of the program not covered by the scholarship before program registration will be processed.

Selection Process:

- The Director of Parks, Recreation & Forestry or designee will review applications and make scholarship determinations within a 7-10 day time frame.
- Scholarship applications will not be reviewed or approved in person or at time of application.
- Applicants will be notified by mail of their funding status.
- Application and financial information will be kept confidential to the extent permitted by law.
- Mail or drop off application to:

De Pere Parks, Recreation & Forestry
925 S. Sixth Street
De Pere, WI 54115

- For questions call the Parks, Recreation & Forestry Department at 920-339-4065 or the Community Center at 920-339-4097.

- ~~For assistance with filling out the application, see the "How to Apply" video at www.deperewi.gov (City Departments - Parks, Recreation & Forestry - Recreation - Forms & Applications - Scholarship Program) or at www.depere.tv~~



RECREATION SCHOLARSHIP PROGRAM APPLICATION FORM [Financial Assistance Program]

3.5.b

Please thoroughly read all sections of the Scholarship Program's details before applying

For assistance with filling out this application, see the "How to Apply" video on the Scholarship Program's page at <http://www.deperewi.gov/> or <http://www.depere.tv/>

CONTACT INFORMATION:

~~Guardian's~~ LAST Name: _____ FIRST Name: _____

Address: _____ City: _____ Zip: _____

Phone: (home) _____ (cell) _____ (work) _____

Children: (Number of children, 17 & under, living in household) _____ Adults: (Number of adults, 18 & over, living in household) _____

EMPLOYMENT:

Are you currently employed? ☐ Yes ☐ No

Is your spouse / partner currently employed? ☐ Yes ☐ No

Employer: _____ Employer: _____

Address: _____ Address: _____

Occupation: _____ Occupation: _____

Monthly Household Income: (Include all sources of all income.) _____

ATTACH VERIFICATION OF ONE OF THE FOLLOWING:

☐ Federal Income Tax Return ☐ Participation in Free Lunch Program ☐ Brown County food stamp or AFDC eligible

☐ Financial Hardship Description (or attach separate sheet): _____

PROGRAM REQUESTS: See department brochure or www.de-pere.org www.deperewi.gov (Please attach completed registration form.)

I hereby verify that the information stated on this application is true and correct.

APPLICANT'S SIGNATURE: (18 years or over) _____ **DATE:** _____

Mail or drop off form to:
De Pere Parks, Recreation & Forestry, 925 S. Sixth Street, De Pere, WI 54115

FOR OFFICE USE ONLY

Activity Approved:	Staff Approval:	Date:
Amount to be paid by participant:	Comments:	
Amount of scholarship award:	Date Participant is notified:	By:



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: November 21, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Paula Rahn

SUBJECT: Consideration/Possible Action to Approve Special Programming for Nelson Pavilion*

ATTACHMENTS:

- Special Programming - Nelson Pavilion 11.24 (PDF)

CITY OF DE PERE

Community Center | Recreation Department

600 Grant St., De Pere, WI | 920-339-4097 | www.deperewi.gov/communitycenter



TO: Board of Park Commissioners
FROM: Paula Rahn, Recreation Superintendent
DATE: November 19, 2024
RE: Special Programming for Nelson Pavilion

With the new Nelson Pavilion, staff was brainstorming ideas to offer some special events/workshops and a night of regular programming in addition to weekly Beer Gardens on Tuesday evenings. A couple of special programming ideas that were brought forward were Goat Yoga and Puppy Yoga with a possible collaboration with Happily Ever After or the Humane Society for an adoption/awareness event. Goat Yoga and Puppy Yoga are wildly popular events, and staff felt these two events would fit perfectly in this outdoor venue and park setting.

Due to the uniqueness of programs like Goat Yoga and Puppy Yoga, we wanted to bring forth the concepts to the Park Board before we moved forward with planning and asking our legal office to coordinate waivers and agreements. Registration would be required for all events and all programs would be zero-based, which means we would not run the program unless we were able to obtain minimum registration allowing us to break even.

Staff is seeking the Board of Park Commissioner's review and approval of this special type of programming at the Nelson Pavilion in Voyageur Park. Your time and consideration are greatly appreciated.

Thank you for your time and consideration.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: November 21, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Brian Christnovich

SUBJECT: Consideration and Possible Action to Approve Changes in the Ash Tree Grant.*

ATTACHMENTS:

- Ash Tree Grant Revisions (PDF)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Brian Christnovich, Park Superintendent
Date: November 21, 2024

RE: **Ash Tree Grant Revisions**

Current:

The City of De Pere currently has a grant for 250 new trees to be planted in the right-of-way by August 1, 2026, to replace ash trees that were removed due to Emerald Ash Borer. Our current ash tree replacement policy is to offer residents one free tree for every two ROW ash trees that were removed on a property. This fall all properties that meet this criterion will have been offered free trees and we will still have almost 200 trees remaining to fulfill this grant.

Staff Recommendation:

To fulfill the grant, staff recommends reaching out to all residents that have lost any ash trees due to EAB and offer them a free tree. These trees will be offered to property owners that have already received free trees, as well as residents that only had one tree removed. This will be offered on a first come first serve basis if we have more interest than trees available.

It's difficult to determine how much interest we will receive from homeowners if the criteria to receive a free tree is updated. We could offer all properties who lost an ash tree due to Emerald Ash Borer a free tree and still have trees remaining to fulfill the grant. If we get to that point, staff proposes to offer all residents of the City of De Pere the opportunity to receive a free tree to be planted in the right-of-way, regardless of if they lost an ash tree or not. This too will be a first come first serve basis until all 250 trees are spoken for and planted.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: November 21, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consideration and Possible Action to Approve the 2023-2024 Year End Financial Statements for the De Pere Ice Arena.

ATTACHMENTS:

- 2023-2024 Year End Financials 5-31-24 (PDF)

DePere Ice Arena Report

5/31/24

Attached are the end of year financial reports for 2023-24 year.

DePere Ice Arena, will be opening for the season September 29, 2024.

DePere Youth Hockey hosted WAHA State Tournament March 22-23,2025, for 14U Boys, which will include 8 teams total, 7 from out of town.

All groups using the facility continue to grow in numbers and request more ice when available.

If you have any questions, please feel free to contact me, 920-403-2000 or email at cornerstoneicecenterdon@gmail.com .

Thank you.

Don Chilson, Manager

Brown County Ice Management

9:43 AM
06/20/24
Accrual Basis

De Pere Ice Arena
Profit & Loss
June 2023 through May 2024

End of Fiscal Year
6/1/2023 → 5/31/2024

3.8.a

Jun '23 - May 24	
Ordinary Income/Expense	
Income	
4003 · Advertising Revenue	487.50
4004 · Figure Skating	73,643.47
4007 · Ice Rental-Private	
4007i · De Pere High School	35,910.04
4007j · DePere Youth Hockey	102,626.95
Total 4007 · Ice Rental-Private	138,536.99
4007a · Non Contracted Ice	17,211.46
4013 · Open Skate/Open Hockey	227.47
4016 · Vending	1,422.69
4110 · Kick-Synch	6,611.45
4111 · Ice Rental-Deacons	9,269.30
Total Income	247,410.33
Gross Profit	247,410.33
Expense	
5000 · Building Expense	
5004 · Service Contracts	8,042.41
5005 · Zamboni	8,484.67
5010 · Repairs and Maintenance	11,178.65
Total 5000 · Building Expense	27,705.73
5001 · Insurance Expense	14,400.00
5300 · Office Expense	
5301 · Bank Service Charges	201.10
5306 · Office Supplies	4,312.35
5308 · Telephone Expense	3,643.01
Total 5300 · Office Expense	8,156.46
5400 · Payroll	
5408 Insurance	6,166.74
5401 · FICA Employer	5,439.36
5403 · Medicare Expense	1,315.27
5404 · Regular Earnings	49,312.09
5405 · Salaries	44,509.17
5407 · Payroll Processing Fees	650.00
Total 5400 · Payroll	107,392.63
5500 · Program Expense	
5501 · Advertising and Promotion	2,487.50
Total 5500 · Program Expense	2,487.50
5600 · Electric	52,042.65
5601 · Water	7,426.70
5602 · Gas	5,604.67
5700 · Vending Expense	405.65
6000 · Depreciation Expense	2,625.60
Total Expense	228,247.59
Net Ordinary Income	19,162.74
Other Income/Expense	
Other Expense	
7000 · Split with City of De Pere	9,581.37
Total Other Expense	9,581.37
Net Other Income	-9,581.37
Net Income	9,581.37

check
#2002 6/19/24

9:48 AM

06/20/24

Accrual Basis

De Pere Ice Arena

Balance Sheet

As of May 31, 2024

	May 31, 24
ASSETS	
Current Assets	
Checking/Savings	
1015 · Nicolet Bank	31,683.01
Total Checking/Savings	31,683.01
Accounts Receivable	
11000 · Accounts Receivable	3,892.00
Total Accounts Receivable	3,892.00
Other Current Assets	
1300 · Prepaid Expenses	5,030.78
Total Other Current Assets	5,030.78
Total Current Assets	40,605.79
Fixed Assets	
1600 · Equipment	89,822.48
1610 · Accumulated Depreciation	-84,909.50
Total Fixed Assets	4,912.98
TOTAL ASSETS	45,518.77
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	-0.06
Total Accounts Payable	-0.06
Other Current Liabilities	
2703 Payable Surcharge to City	669.90
2701 · Payable to/(Receivable fr) BCIM	17,230.01
2702 · Payable to City of De Pere	9,581.37
Total Other Current Liabilities	27,481.28
Total Current Liabilities	27,481.22
Total Liabilities	27,481.22
Equity	
3900 · Unrestricted Net Assets	8,456.18
Net Income	9,581.37
Total Equity	18,037.55
TOTAL LIABILITIES & EQUITY	45,518.77



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: November 21, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Brian Christnovich

SUBJECT: Update from Brown County on the Community Garden at Lions Trailside Park for 2024

ATTACHMENTS:

- Lions garden 2024 report (PDF)

Lions Park Brown County Community Garden Summary

Written by Rachel Quintas (BCCG Coordinator)

This season at Lions Community Garden, 22 out of 25 plots were utilized the entire season. Challenges this season all revolved around the intense weather conditions at the beginning of Spring. The above average rainfall caused flooding in the garden; some plots never drained hence the inability for gardeners to garden in some plots. One plot had continuous standing water residing in the garden for the first several weeks of Spring resulting in the inability to grow produce.

Despite the initial obstacles in the beginning of the season, the garden showed signs of flourishing throughout the season. However, gardeners reported that due to the weather challenges, their plots grew a substantial less amount of produce compared to an average season.

The issues faced at Lions Garden (and other locations) initiated some realizations that land management practices need to be improved and made consistent within the gardens. Options such as cover-cropping and reducing tillage are practices being explored so they can be presented to city officials and landowners. These examples of management practices would reduce weeds and improve soil health (more aeration, less compaction = reduced/no flooding).



Well established and maintained
plots at Lions Garden



Well established and maintained plots at Lions Garden



Plots that were flooded for weeks due to substantial rain and compacted soil—no gardeners utilized

Gardener Feedback:

“The spring was tough. With all the rain and mud, it was hard to find a time to plant. It seems that some gardeners planted, and their seeds and plants were immediately washed out. This was especially true of those gardens on the furthest east side. The straw in the walkways was a god send.

Once the sun did come out, it seems like the success of the gardens was sporadic. Some gardens flourished while others didn't seem to grow at all either no real pattern.

Weeds were more controlled this year but that was after a lot of work. The water tank seemed to pretty much be filled when needed.”

“No success with my plot, almost everything died (due to) weather and I had a bright gold bug in the garden eating everything... not sure what it was...I planted during the rainy time and hoped for the best.... oh well, there is at least a next season:)”



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: November 21, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Discussion Regarding Future Planning of Southwest Park.

ATTACHMENTS:

- Memo.Southwest Park(PDF)
- Southwest Park Master Plan Map (PDF)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
 From: Marty Kosobucki
 Director of Parks, Recreation and Forestry
 Date: November 21, 2024
 RE: Southwest Park Master Planning

A few months ago, the Park Board decided not to pursue further development at Southwest Park and recommended a comprehensive look at the park and its open space. I have provided a schematic of the park, which highlights current facilities as well as areas with potential for development. Within those potential development areas, I have listed potential ideas for future development. With Southwest Park having limited space, the ability to expand is limited. I have provided a short summary of the recommended changes to the park below.

- Area north of Gandrud Field
 - o This area would have potential to house a small 9-hole disc golf course, which are referred to as "Pocket Disc Golf Course". Disc golf is a very popular sport/activity, and we currently do not have a location on the west side of the City.
- Nature Path/Trail
 - o This would be a trail that would serve several purposes. First it would be an ADA complaint path that gains access to other facilities within the park. The nature path part of this would provide a recreational walkway through the wooded section of the park. The intent of the trail would be a primitive type of pathway.
- Auxiliary Parking/Pickle Ball Court
 - o This area is identified/suggested to house additional parking. There have been several events at this park where, parking far exceeds the capacity of our current lots. The intent would be to create a non-paved parking area so that we maintain a level of green space. In addition, I would recommend locating a 4-6 court Pickle Ball Facility in this area.
- Other improvements to the park include
 - o Converting Field #1 to turf (to include fencing)
 - o Installing lights on Field #1

The next step would be to determine how or if you would like to obtain community input. If so, I would suggest placing a series of posts on social media to solicit input. I would then bring the item back to Park Board for final approval.

User Created DIME Map



11/12/2024, 7:24:35 AM

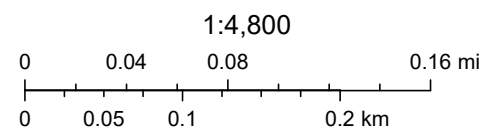
Parcel #

2023 Aerial

Red: Band_1

Green: Band_2

Blue: Band_3



Brown County WI



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: November 21, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Discussion on Naming of New Park in Waterview Heights Subdivision.

ATTACHMENTS:

- Memo.Waterview Heights Park Naming (DOCX)
- Waterview Heights.Park Location Map (PDF)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Marty Kosobucki
Director of Parks, Recreation and Forestry
Date: November 11, 2024

RE: Naming of Park – Waterview Heights Subdivision

There is a new park that is being established in the Waterview Heights subdivision. Presently, the park does not have a name or master plan. While a goal of 2024 will be to identify features of the park and develop a generalized master plan, I believe the Park Board should take steps now to establish a name for the park. Coming up with a name for a park can become quite a challenging process, as it will likely involve plenty of opinions. In order to simplify the process, I would like to have a general discussion with the Park Board on which steps you want to settle on to determine a name for the park.

There are several methods with developing a name for the park. I have listed the options below.

- Have staff provide a list of names, background information and select.
- Have Park Board develop a list of names/options and background information, develop short list and then select.
- Solicit opinion/options from the City (Council, Administration, etc...), develop short list and select.
- Solicit opinion from the community, develop short list and select.

User Created DIME Map



11/12/2024, 3:44:56 PM

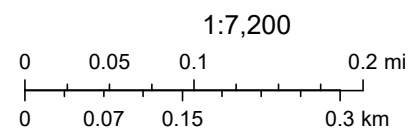
Parcel #

2023 Aerial

Red: Band_1

Green: Band_2

Blue: Band_3



Brown County WI



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: November 21, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Discussion Regarding Waterview Heights Park Development and Master Plan.

ATTACHMENTS:

- Memo.Waterview Park Planning (DOCX)
- Waterview Heights.Park Location Map (PDF)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Marty Kosobucki
Director of Parks, Recreation and Forestry
Date: November 21, 2024

RE: Waterview Heights Park Planning

We have a new park that will need to be developed over the next couple years. The park is located in the current developing Waterview Heights Subdivision. At present, the two streets bordering the park do not have homes, however construction has been occurring a rather rapid rate. If the pace of construction continues I would anticipate both streets along the park would be fully built or mostly built by the end of 2025. So now would be a logical time to start discussing the planning and designing the park. There are several ways to handle the development of the park, of which I would like to get direction from the Park Board in how to approach. The varied courses of action include:

- Staff develop concepts and bring back to the Park Board for consideration.
- Park board internally decides amenities and staff develops master plan.
- Staff solicits community input on the park and develops 1-2 conceptual ideas on how to develop the park.

Please keep in mind the park is designed to be a small neighborhood park, and is not conducive to large scale active recreation like soccer fields and/or ball diamonds, nor is a parking lot a logical option due to its size and location.

User Created DIME Map



11/12/2024, 3:44:56 PM

Parcel #

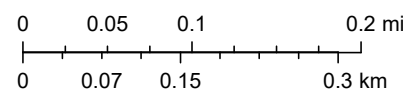
2023 Aerial

Red: Band_1

Green: Band_2

Blue: Band_3

1:7,200



Brown County WI



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: November 21, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Staff Update on Donation from De Pere Baseball to Improve Kelly Danen and Southwest Park Baseball Diamonds.

ATTACHMENTS:

- Memo. De Pere Baseball Donation (PDF)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Marty Kosobucki, Director of Parks, Recreation and Forestry
Date: November 21, 2024

RE: De Pere Baseball Donation

The De Pere Baseball Association is proposing to donate/fund several improvements to the baseball diamonds at Kelly Danen and Southwest Park. The value of the donation is \$23,680. De Pere Baseball is proposing to improve the fields in several ways, which are listed below:

- Replace sod on upper field at Kelly Danen
- Edge infield and Pitchers Mound at the lower field of Kelly Danen
- Replace and grade new infield mix at Kelly Danen for both fields
- Edging and add mix along warning tracks
- Regrade infield mix and place new pegs in field to accommodate 46/60 and 50/70 base paths at Southwest Park practice field.

Due to timing of the work, this donation has already been to council for approval.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: November 21, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Staff Update on Holiday Light Show.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: November 21, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Staff Update On 2025 Budget.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: November 21, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Staff Update on Willems Playground Project.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: November 21, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Staff Update on Dog Ordinance.
