



Board of Park Commissioners

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Final Minutes

Thursday, November 21, 2013

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 Bill Volpano

Attendee Name	Title	Status	Arrived
Sue Schinkten	Board Member	Present	
Bill Volpano	Board Member	Present	
George Brown	Board Member	Excused	
Michael Donovan	Aldersperson	Present	
Rod Kowalczyk	Board Member	Present	
Larry Lueck	Aldersperson	Excused	
Lisa Rafferty	Aldersperson	Present	

Teen Advisor Members Abbey Barnes and Henry Kneiszel were also present.

II. Action Items

1. Acceptance of Board of Park Commissioners Minutes 10-17-13

RESULT: ADOPTED [UNANIMOUS]
MOVER: Michael Donovan, Aldersperson
SECONDER: Rod Kowalczyk, Board Member
AYES: Schinkten, Volpano, Donovan, Kowalczyk, Rafferty
EXCUSED: George Brown, Larry Lueck

2. Review and Approve Community Center 3rd Quarter Report

RESULT: ADOPTED [UNANIMOUS]
MOVER: Sue Schinkten, Board Member
SECONDER: Lisa Rafferty, Aldersperson
AYES: Schinkten, Volpano, Donovan, Kowalczyk, Rafferty
EXCUSED: George Brown, Larry Lueck

3. Review and Approve Brown County Ice Management First Quarter Report

RESULT: ADOPTED [UNANIMOUS]
MOVER: Rod Kowalczyk, Board Member
SECONDER: Sue Schinkten, Board Member
AYES: Schinkten, Volpano, Donovan, Kowalczyk, Rafferty
EXCUSED: George Brown, Larry Lueck

4. Approval to accept \$500 donation from De Pere Christian Outreach to Recreation Scholarship Fund

RESULT: ADOPTED [UNANIMOUS]
MOVER: Lisa Rafferty, Aldersperson
SECONDER: Sue Schinkten, Board Member
AYES: Schinkten, Volpano, Donovan, Kowalczyk, Rafferty
EXCUSED: George Brown, Larry Lueck

5. Approval for Revisions to Recruitment & Retention Plan for Seasonal Employees Marty Kosobucki reviewed the revisions to the Recruitment and Retention Plan for

Seasonal Employees. He stated the highlighted areas indicate the changes to the plan. It was also noted the date on page #2 needed to be changed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Schinkten, Board Member
SECONDER:	Rod Kowalczyk, Board Member
AYES:	Schinkten, Volpano, Donovan, Kowalczyk, Rafferty
EXCUSED:	George Brown, Larry Lueck

6. Request from Keith Summers to split payment for Community Center Rental. Mike Donovan made a motion to open the meeting at 6:38 p.m., seconded by Sue Schinkten.

Keith Summers from the Hamm radio group spoke with the board about split payments for the event he is holding in July of 2014.

Keith took questions from the board in reference to the event and his reasons for wanting the split payments.

Marty Kosobucki stated currently the split payment process is not in the contract.

Mike Donovan made a motion to close the meeting at 6:54 p.m., seconded by Rod Kowalczyk.

The board had more discussion about the request.

Rod Kowalczyk made a motion to open the meeting at 7:00 p.m., seconded by Sue Schinkten.

The board questioned Keith about the profit for the event.

Rod Kowalczyk made a motion to close the meeting at 7:03 p.m., seconded by Sue Schinkten.

Sue Schinkten made a motion to deny the request for Keith Summers to split the payment for Community Center rental, seconded by Mike Donovan. Motion passed.

The board asked Marty to go back to staff and review the policy for changes. Marty stated he would bring a recommendation at a future meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Schinkten, Board Member
SECONDER:	Michael Donovan, Alderperson
AYES:	Schinkten, Volpano, Donovan, Kowalczyk, Rafferty
EXCUSED:	George Brown, Larry Lueck

III. Public Comment Period

None

IV. Future Agenda Items

Revisions to Community Center Rental Policy.

V. Staff Updates

A. Riverwalk

Marty Kosobucki stated the camera system they were looking at is too expensive. Marty is looking at other possibilities and will bring the information back to the board in the future.

B. Southwest Park Development

Marty Kosobucki reported the rain we received stopped the contractors from working. Marty stated there was standing water in the parking lot. The ball Diamond infield mix was delivered. The truck sunk in the mud and delayed the delivery.

C. Preserve Trail

Marty Kosobucki reported the trail was going well but the weather has stalled the completion. The trail is already completed to Foth and VanDyke.

D. Frisbee Golf Course

Marty Kosobucki reported the council approved the Golf course without much debate. The plans are already in progress. Marty has met with Jim Kneizel and Rob Brennan.

E. Master Plans

The Dog Park and Optimist Park master plan has come to a halt. Optimist has been delayed because of water issues. Engineering is looking into the issues and will report them to Marty. The Dog Park has been delayed because of problems with the wetland. Engineering is looking into the issue and will report them to Marty.

VI. Adjournment

Sue Schinkten made a motion to close the meeting at 7:13 p.m., seconded by Rod Kowalczyk.

Respectfully submitted,
Debbie Zierson