



Board of Park Commissioners

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Agenda

Thursday, November 12, 2015

6:30 PM

De Pere City Hall Council Chambers

Pursuant to Wisconsin Statutes 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 12, 2015** at **6:30 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

This meeting can be viewed LIVE at www.depere.tv. This meeting is also rebroadcast on TW Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at www.depere.tv.

I. Call to Order

1. Roll Call

II. Action Items

1. Approve Board of Park Commissioners Meeting Minutes 10-15-15.
2. Request from De Pere Rotary Club for Name Change
3. Approve WDNR grant submittal for Phase III of Voyageur Dock renovation.
4. Consider proposal from Fox River Boat Holding Company.

PLEASE TAKE NOTICE THAT, pursuant to Wis. Stats. §19.85(1)(e), the Board may convene in closed session for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

III. Public Comment Period

IV. Future Agenda Items

V. Staff Updates

VI. Adjournment

Any person wishing to attend this meeting who, because of 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.

Committee Members

Alderspersons

Mayor Michael J. Walsh

Larry Delo, City Administrator

Judy Schmidt-Lehman, City Attorney

Allyson Watson, Definitely De Pere

Marty Kosobucki

John Zegers, WDP High School

District

De Pere Youth Hockey

Tod Maki, De Pere Select Soccer

Shana Defnet, City Clerk

City Hall 1st and 2nd Floor

De Pere Area Chamber of Commerce

Brown County Library De Pere

TV & Radio Stations

Ben Villaruel, Unified School District

De Pere Rapides Soccer
Greg DeCleene, De Pere Rotary
Wisconsin DNR

De Pere Baseball
Grace Meyer, De Pere Rotary
Fox River Boat Holding Company

Notice is hereby given that a majority of the Members of the Common Council of the City of De Pere may attend this meeting to gather information about a subject (s) over which they have decision making responsibility.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: November 12, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Approve Board of Park Commissioners Meeting Minutes 10-15-15.

ATTACHMENTS:

- Draft Minutes 10-15-15 (PDF)



Board of Park Commissioners

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Draft Minutes

Thursday, October 15, 2015

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
Michael Donovan	Aldersperson	Present	
Larry Lueck	Aldersperson	Excused	
Lisa Rafferty	Aldersperson	Present	
George Brown	Board Member	Present	
Sue Schinkten	Board Member	Present	
Randy Soquet	Board Member	Present	
Bill Volpano	Board Member	Present	

II. Action Items

1. Approve Board of Park Commissioners Meeting Minutes 8-31-15.

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

2. Approve request from Dog Park Committee to fund improvements to Dog Park.*

Marty Kosobucki spoke with the board about the improvements for the Dog Park.

Don Melichar, De Pere Park Superintendent spoke with the board about the improvements which would be a shelter at the Dog Park. He took questions from the board in reference to the shelter. Marty Kosobucki also took questions from the board. They both explained the structure and size of the shelter. The structure is a complete metal structure and would be 14 x 16.

Sue Schinkten made a motion to approve the concept of the Dog Park Shelter, but would like staff to investigate the cost of the structure with wood underneath and a maintenance free roof, seconded by Randy Soquet. Motion passed.

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

3. Approve Braisher Park for site of Urban Orchard.

Marty Kosobucki spoke with the board in reference to the Urban Orchard at Braisher Park. He took questions from the board in reference to the Urban Orchard.

Attachment: Draft Minutes 10-15-15 (4112 : Approve Board of Park Commissioners Meeting Minutes 10-15-15.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Volpano, Board Member
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Donovan, Rafferty, Brown, Schinkten, Soquet, Volpano
EXCUSED:	Larry Lueck

4. Approval to accept a Project Proposal to build informational signs for Voyageur Park by an Eagle Scout.*

Mike Donovan made a motion to open the meeting at 6:47 p.m., seconded by Sue Schinkten.

Eagle Scout Joel Mommaerts spoke with the board about the project to build information signs for Voyageur Park. He took questions from the board in reference to the project.

Mike Donovan made a motion to close the meeting at 6:57 p.m., seconded by Randy Soquet.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Donovan, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Donovan, Rafferty, Brown, Schinkten, Soquet, Volpano
EXCUSED:	Larry Lueck

5. Approve addition to wage scale for WIAA Basketball officials.*

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

6. Review and Approve Brown County Ice Time Management Report

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

7. Review and Approve 2015 Community Center 3rd Quarter Report

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

8. Approval to apply for NRDA Grants.*

Marty Kosobucki spoke with the board about the grant and the process. He took questions from the board in reference to the grant and there was discussion about the grant.

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

9. Approve lease amendment for Humana Sports Park.*

Marty spoke with the board about the lease amendment for the Humana Sports Park. He took questions from the board and there was discussion about the amendment.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Volpano, Board Member
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Donovan, Rafferty, Brown, Schinkten, Soquet, Volpano
EXCUSED:	Larry Lueck

III. Public Comment Period

none

IV. Future Agenda Items

None

V. Staff Updates

1. Budget

Marty Kosobucki spoke with the board about the budget, some of the changes and possible future items. He took questions from the board and there was discussion.

2. Jim Martin Park Update

Marty Kosobucki gave an update on the progress of Jim Martin Park. He stated someone had walked on the surface before it was dry and caused a problem. Marty stated all should be taken care of and ready to go shortly.

VI. Adjournment

Randy Soquet made a motion to adjourn the meeting at 7:16 p.m., seconded by Sue Schinkten.

Respectfully submitted,
Debbie Zierson

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: November 12, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Request from De Pere Rotary Club for Name Change

ATTACHMENTS:

- 20151001131535768 (PDF)

Rotary Club Of De Pere *Celebrating Over 85 Years Of Service*



Marty Kosobucki
Parks, Recreation & Forestry Director
925 S Sixth St
De Pere, WI 54115

September 23rd, 2015

Mr. Kosobucki:

The Rotary Club of De Pere would like to propose to the city of De Pere and the Park & Recreation Department, a name change for the softball field, located at Legion Park.

The development and growth of the 'Pink Flamingo', a 3 day charity softball tournament held at Legion Park and put together by a group of De Pere softball players, known as the 'Pink Flamingos', 32 years ago is well documented and well known in De Pere and surrounding areas. The Rotary Club of De Pere has worked with the Pink Flamingos in various capacities for the last 20 years, picking up a glimpse of the tremendous reach and scope of what this group has been able to do for the community as a result of this tournament.

Following the 2015 Pink Flamingo Tournament, the organization is just over fifty thousand dollars from netting one million dollars, with proceeds returned to the community. This group of softball players who wanted to have some fun playing softball and raise some money to help out others developed into a well-run organization that has impacted just about every aspect of the city they are proud to call home, De Pere, Wisconsin.

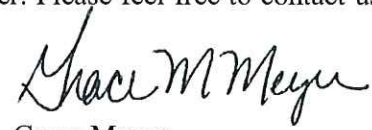
Below is a list, not a complete list, of those who have benefited from the Flamingos:

NEWONS	Wrightstown High School	Exceptional Equestrians
WDP Booster Club	St. Mary Catholic Community	The Giving Tree
De Pere Tennis	De Pere Kiwanis Club	Darjune Recovery Café
West De Pere Baseball	PMC/Jimmy Fund	Salvation Army
De Pere Baseball	Miracle League	Bully Benefit
De Pere Rotary	NAMI	Stepping Stone Day Care
Green Bay Metros	Boy Scout Troup 1043	De Pere Select Soccer
De Pere Swim Team	NEW Community Shelter	De Pere Dog Park
De Pere Track	American Red Cross	De Pere French Club
De Pere Cross Country	Altrussa House	Crew 9443
West De Pere Archery	Beautification Committee	Ribbon of Hope
Cystic Fibrosis Foundation	De Pere Park & Rec Scholarship Fund	De Pere Archery
New Autism Society	De Pere Baseball Booster Club	

In addition, the Flamingos have donated for the following improvements at ballparks in De Pere: the scoreboard at Kelly Danen Park, scoreboard at Optimist Park, scoreboard at Legion Park, infield at Legion Park, lights at Legion Park, fence on first base side of Legion Park field, and Disc Golf at Legion Park.

Based on this unmatched level of giving back to their community and knowing that they would not seek recognition themselves, the De Pere Rotary Club respectfully asks you to consider a name change for the softball field at Legion Park from 'Legion Field' to "Flamingo Field". It is only fitting that they be honored at the site where it all began 32 years ago, a place where the city of De Pere truly found a diamond in the rough. Thank you for your consideration on this matter. Please feel free to contact us with questions or concerns.


Greg De Cleene
Co-President, De Pere Rotary
920.639.3819


Grace Meyer
Co-President, De Pere Rotary
920.288.3097

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: November 12, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Approve WDNR grant submittal for Phase III of Voyageur Dock renovation.

ATTACHMENTS:

- 20151103081434331 (PDF)
- Merrill Equipment Quote (PDF)

State of Wisconsin
Department of Natural Resources
dnr.wi.gov

Boating and Fishing State and Federal Grant Application

Form 8700-343 (R 3/14)

Page 1 of 5

Notice: This form is authorized under s. 30.92, Wis. Stats. and 50 C.F.R. 80 Code of Federal Regulations. You must complete this form in order to apply for or receive financial assistance from the Wisconsin Department of Natural Resources. Failure to complete this form will result in denial of financial assistance. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Open Records Laws [ss. 19.31-19.39 Wis. Stats.]

1. Complete the suggested resolution in Section 10 or submit a resolution conforming to the appropriate section of ch. NR 7, Wis. Adm. Code.
2. Have you contacted your regional Community Services Specialist(CSS)? ☐ Yes ☐ No
If you answered No **STOP** and contact your CSS.
3. Submit two copies of all forms and attachments to your regional Community Services Specialist. See Section 8 for checklist of required attachments.

Date Approved	
Leave Blank - DNR Use	
Date Received	Project Number(s)

Notice to Applicant. If you are applying for a federal grant you will need a DUNS Number:

D&B D-U-N-S Request Service

DUNS Number

Section 1: Grant Programs

- ☒ **Recreational Boating Facilities (RBF) - Type of Project:**
- ☒ Development Project
 - ☐ Aids to Navigation & Regulatory Markers
 - ☐ Weed Harvesting Equipment
 - ☐ Channel Dredging
 - ☐ Trash Skimmer
- ☐ **Clean Vessel Act (CVA) - Type of Project:**
- ☐ Construction, renovation, operation and maintenance of pump out or dump stations and/or lift stations
 - ☐ Education/Information
- ☐ **Sport Fish Restoration (SFR) - Type of Project:**
- ☐ Recreational Boating Access
 - ☐ Fishing Pier or Flat
 - ☐ Non-motorized launch, canoe, kayak or raft
 - ☐ Feasibility Study
- ☐ **Boating Infrastructure Grant (BIG)**

Section 2: Applicant Information

Applicant/Organization Name	Address		
City of De Pere	925 S. Sixth Street		
Individual Authorized to Act on Behalf of Applicant per Resolution	City	State	ZIP Code
Marty Kosobucki	De Pere	WI	54115
Title	County		
Director of Parks, Recreation and Forestry	Brown		
Phone Number (include area code)	E-mail Address		
(920) 339-8358	mkosobucki@mail.de-pere.org		
Cell Phone Number. (include area code)	Mail Check to (if different from applicant)		
(920) 639-1015			
FAX Number (include area code)	Organization		
(920) 339-4071			

Section 3: General Project Information

Project Title						
Voyageur Dock Renovation - Final Phase						
Project Location:						
County	Township	Range	Section	1/4 1/4	1/4	GPS Coordinates (Latitude/Longitude)
Brown	23 N	20 W	22	SW	NW	
Waterbody Name				Acres (DNR will fill in)		
Fox River						

Do you have the necessary permits for your project? ☒ Yes ☐ No

In order to qualify for funding you must submit the necessary permits.

Boating and Fishing State and Federal Grant Application

Form 8700-343 (R 3/14)

Page 2 of 5

Section 4: Financial Information		Leave Blank – DNR Use Only		
Total Project Cost		Total Project Cost		%
Source of Matching Funds				%
Applicant Share (Includes local budget, force acct., etc.)		Applicant Share		%
Other State funds/grants Specify:		Other State Funds/Grants		%
Other Federal funds/grants Specify:		Other Federal Funds/Grants		%
Other (Donations, etc.) Specify:		Other		%
Grant Request		Grant Awarded		%

Section 5: Required Project Information

Property Owner Name (if other than applicant)		Phone Number (include area code)	
Address	City	State	ZIP Code

☒ Public Entity
 ☐ Private Entity
 ☐ Lease or Easement
 Expiration Date: _____

Who will be responsible to build/operate/maintain the project for at least 20 years?

City of De Pere

Is this project new construction or a renovation of an existing facility? ☐ New ☒ Renovation	Number of vehicle/trailer parking spaces currently at the location:	How many vehicle/trailer parking spaces are you planning to add?
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For an inland lake project, what is the total number of vehicle/trail parking spaces currently on the proposed waterbody at public facilities?	Will your project have single vehicle parking spaces? ☐ Yes ☐ No	If yes, how many?
--	---	-------------------

For a Great Lake or river project, what is the distance to the nearest existing public access site? .5 mile	Does your project location have any designated disabled parking space(s)? ☒ Yes ☐ No	If yes, how many? 8
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Is your project (boat launch, boarding dock, pier, restrooms, etc.) accessible to people with disabilities? ☒ Yes ☐ No	If no, are there any other locations on the waterbody accessible to people with disabilities? ☐ Yes ☐ No	If yes, where is the location?
--	---	--------------------------------

Does your project develop an access facility on an inland lake or river where no public access exists? ☐ Yes ☒ No

Is your project associated with a harbor of refuge or protected launch (structures such as bulkheads and breakwaters necessary to provide safe water conditions) ref. NR 7.03(14) ☐ Yes ☒ No	If yes, explain.
---	------------------

Will your project correct a significant health or safety hazard NOT due to inadequate routine maintenance? ☐ Yes ☒ No	If yes, explain.
--	------------------

Is this project required to fulfill a compliance order or court ruling?
If yes, include a copy with key provisions highlighted. ☐ Yes ☒ No

Describe the geography of the current site. Include physical characteristics, topography, vegetation cover type, presence of any waterways/wetlands, current land use and zoning classification, etc.
Active use park land. Boat docks are part of a large special use area called Voyageur Park, and is within a short distance to the De Pere Riverwalk and Wildlife Viewing Pier.

☐ Check here if the applicant conducts a boating safety enforcement and education program approved by the Department of Natural Resources

Boating and Fishing State and Federal Grant Application

Form 8700-343 (R 3/14)

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Existing launch facilities:Do you charge a launch fee? ☒ Yes ☐ No If yes, how much? \$5.00 If no, contact your CSS.**New launch facilities:**Will you charge a launch fee? ☐ Yes ☐ No If yes, how much? _____Do you have a budget for maintenance? ☐ Yes ☐ No

Have any of the following reviews been completed for the property? If yes, explain and/or provide a copy of the review

Rare Species ☐ Yes ☒ NoPhase I Environmental Site Assessment ☐ Yes ☒ NoArchaeological and Historical ☐ Yes ☒ No

What is the state of readiness of your project?

☒ Project has final engineering plans suitable for construction or construction bidding or project does not require further planning or design for construction to begin.☐ Project has preliminary site plans but additional engineering or design work are necessary before construction can begin.

Are there any known controversies/complications with the proposed project? Are there any measures proposed to address the controversies/complications? Please identify any known.

None

Section 6: Project Description & Proposed Timeframe

Use language that an evaluator unfamiliar with your project will understand. If the project will be completed in phases, please list specific work activities that will be undertaken during each phase.

The project includes the refurbishing of the Voyageur Park Docks. Phase I of this project occurred in 2014, with the refurbishing of 3 Finger Piers. In 2015, Phase II included the refurbishing of an additional 3 Finger Piers. Both of these phases were aided with Recreational Boating Grants from the Wisconsin Department of Natural Resources. The last phase of the project includes refurbishing of the the main docking structure and gangway. Refurbishing includes replacing the floats, side boards and deck boards with recycled materials.

Section 7: Project Feasibility Statement

Describe, justify and state the project objectives to include economic, environmental and engineering aspects (who, what, where, when and why). Include dimensions of the property and proposed facilities.

The project is part of a three year effort to renovate the docks and Voyageur Park. The first two years were funded through WDNR Grants. The docks are a highly utilized docking location for people utilizing the Fox River. Both recreational boating and fishing patrons use the docks as a key location. The docks are located in Voyageur Park which provides access to a large community park, restrooms, access to the award winning Riverwalk and Wildlife Viewing Pier, and convenient access to our downtown area. The docks are being refurbished from their old wood board structure to recycled materials which will provided better aesthetics and less maintenance.

Section 8: Checklist For Projects

RBF	SFR	CVA	
☐	☐	☐	Project resolution by grant applicant authorizing participation (See Section 10 sample resolution)
☐	☐	☐	Statement of project's feasibility Section 7.
☐	☐	☐	Cost estimate worksheet – Form 8700-014 (estimated costs to meet the project objectives)
☐	☐	☐	Project location clearly marked on a map
☐	☐	☐	Project area footprint (site plan detailed on a map)
☐	☐	☐	Topographical map of project location

Boating and Fishing State and Federal Grant Application

Form 8700-343 (R 3/14)

Page 4 of 5

RBF	SFR	CVA	
☐	☐		Illustration (drawings/photos) of project area in its current condition. Include existing boat launch, dock, restrooms, etc.
☐	☐		Drawings of the proposed project including buildings, parking lots, ramps, piers, etc.
☐	☐		Plans for launch ramps that show percentage of ramp slope, the water depth at the end of the ramp, and the width of the existing or proposed boarding dock or pier
☐	☐		Preliminary engineering plans for channel dredging
☐	☐	☐	Estimated construction timeline, including schedule of development phases Section 6 Project Descriptions and Proposed Timelines.
☐	☐	☐	Draft easement or lease document (if development project is on land not owned by applicant)
☐	☐	☐	Copy of required permits

Checklist for weed harvesting and trash skimmer equipment

☐			Project resolution by Grant Sponsor authorizing participation (See Section 10 sample resolution)
☐			Cost estimate worksheet – Form 8700-014 (estimated costs to meet the project objectives)
☐			Copy of proof of approved weed harvesting management plan (weed harvesting equipment only)

Checklist for Navigational or Regulatory Markers

☐			Copy of permit (navigational or regulatory markers)
☐			A copy of the conservation warden permit showing where the buoys will be placed
☐			Information to include the name(s) of the water body, the number and description of the markers
☐			Grant Payment Request
☐			Grant Payment Worksheet
☐			Copies of all invoices or receipts
☐			Proof of Payment (either copies of the front and back of the cancelled checks, or bank statements showing the payments have been made)

Section 9: Certification

I certify that information in this application, and all its attachments, is true and correct and in conformity with applicable Wisconsin Statutes.

Name of Authorized Representative (<i>Type or Print</i>)	Title	
Signature of Authorized Representative	Date Signed	

Submit two copies of all forms and attachments to your regional Community Services Specialist.

Boating and Fishing State and Federal Grant Application

Form 8700-343 (R 3/14)

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Section 10: Sample Resolution

WHEREAS, _____ hereby requests assistance for the purpose of:

Project description _____

THEREFORE, BE IT RESOLVED, that _____ has budgeted a sum sufficient to complete the study or project, and HEREBY AUTHORIZES _____,

_____, to act on behalf of _____ to:

Submit an application to the Department of Natural Resources for financial assistance;

Sign documents; and

Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that _____ will comply with state and federal rules for the

programs; may perform force account work; will maintain the completed project in an attractive, inviting and safe manner; will keep the facilities open to the general public during reasonable hours consistent with the type of facility; and will obtain approval from the Wisconsin Department of Natural Resources before any change is made in the use of the project site (if applicable).

Adopted this _____ day of _____, 20____.

I hereby certify that the foregoing resolution was duly adopted by _____ at a legal meeting on the _____ day of _____, 20____.

Authorized Signature _____

Title _____

MERRILL EQUIPMENT COMPANY

Quote

FAX 715-536-2472
 PHONE 715-536-2471
 2209 STURDEVANT ST
 MERRILL, WI 54452

Date	Quote #
11/3/2015	836

Name / Address
DE PERE, CITY OF 925 SOUTH SIXTH STREET DE PERE, WI 54115

Ship To

Requested By	P.O. No.	Terms	Rep	FOB	
DEB/MARTY/DON	VOYAGER PARK	NET DUE	HOUSE	MERRILL	
Item	Description	U/M	Qty	Cost	Total
30-MEMFG	DOCK REFURBISHMENT 11 EA. SECTIONS OF HEAD PIER 6' X 20' 1 EA. SECTION OF HEAD PIER 6' X 12' 1 EA. SECTION OF HEAD PIER 6' X 13' 1 EA. SECTION OF HEAD PIER 6' X 14' STEEL FRAMES REPAIR & ADD STRINGER TABS NEW POLY STYRENE FLOATATION NEW POLYETHYLENE ENCASEMENT 1 X 10 KNURLED WEATHERWOOD DOCKING NEW WOOD STRINGERS SYP TREATED NEW WOOD SKIRTS SYP TREATED LABOR TO COMPLETE ABOVE ITEMS	EA	1	53,240.00	53,240.00
30-MEMFG	GANGWAY REFURBISHMENT STEEL FRAME REPAIRED & ADD STRINGER TAB 1 X 10 KNURLED WEATHERWOOD DECKING NEW WOOD STRINGERS LABOR TO COMPLETE ABOVE ITEMS	EA	1	1,434.00	1,434.00
FREIGHT	TRUCKLOADS OF DOCKS MOVED FROM DE PERE TO MERRILL & BACK TO DE PERE		5	850.00	4,250.00

QUOTE GOOD FOR 30 DAYS

Sales Tax (5.0%) \$0.00

Total \$58,924.00

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: November 12, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consider proposal from Fox River Boat Holding Company.

We have received a request from the Fox River Boat Holding company to dock their boat at James Street Parkway during the boating season. I have included a written proposal in your information from the company. As part of this discussion, you will have the opportunity to go into "closed" session if you wish. Your attachments include:

James St. Wharf - original design approved by Park Board for James Street Parkway boat

MapPrint - overhead view of immediate area.

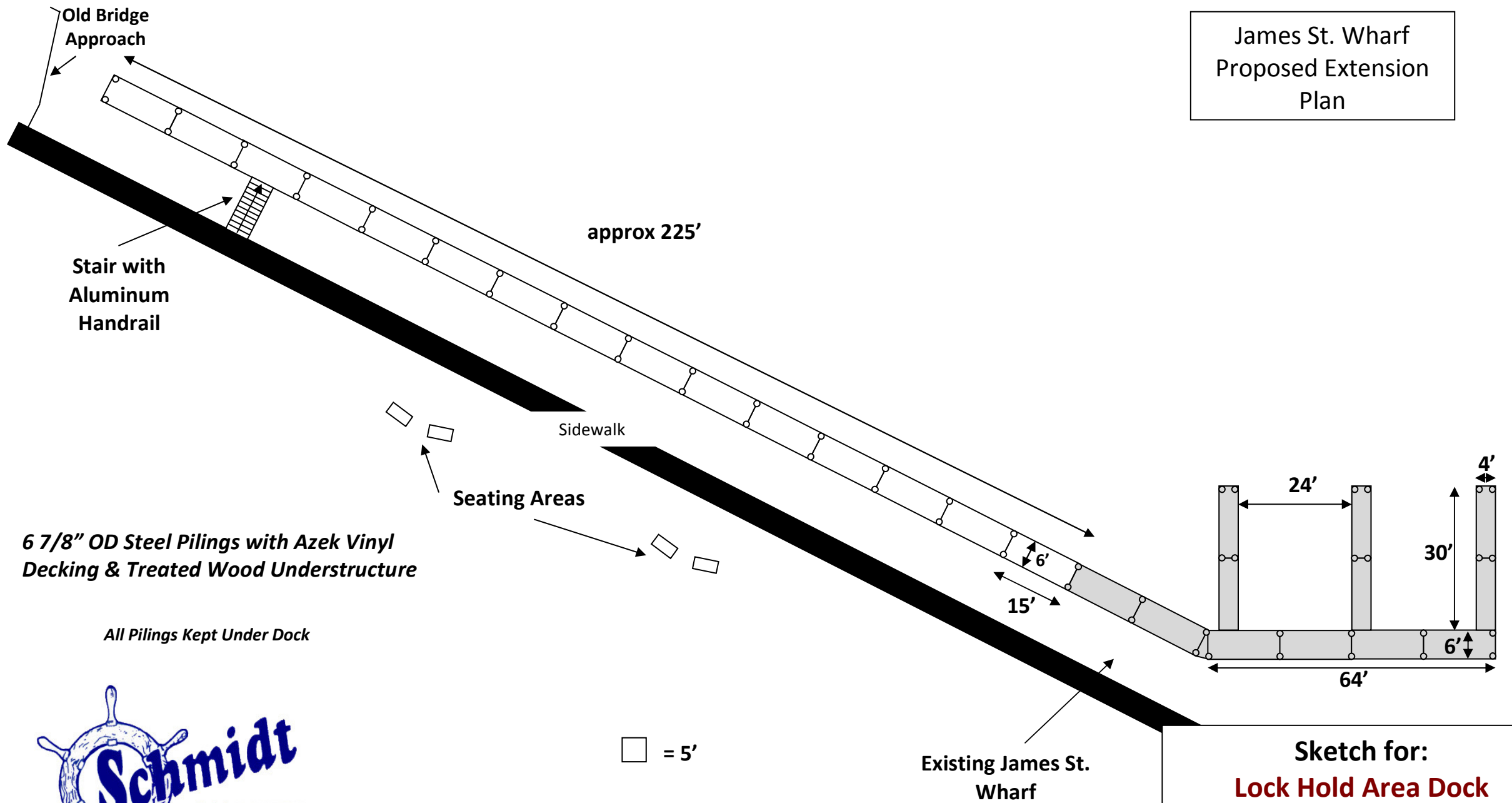
James Street wide aerial - larger aerial view of the area, also identifies public parking

De Pere Proposal 2 - Proposal from the Fox River Boat Holding Company.

ATTACHMENTS:

- James St Wharf (PDF)
- MapPrint (PDF)
- James Street wide aerial (JPG)
- De Pere Proposal 2 (DOCX)
- overhead (JPG)

James St. Wharf
Proposed Extension
Plan



Sketch for:
Lock Hold Area Dock

By:
Schmidt Boat Lifts & Docks Inc.
1-800-236-4622



<Title>



Attachment: MapPrint (4104 : Consider proposal from Fox River Boat Holding Company.)



This map was produced utilizing a variety of sources the City of De Pere reasonably believes are reliable, including GIS data, some of which was under development at the time this map was produced. The City of De Pere makes no warranty, either expressed or implied, including no warranty as to fitness for a particular use, of the information contained in or comprising this map.

Map of De Pere, WI Provided By The De Pere Planning/GIS Department 2010



10/26/2015

Packet Pg. 18

<Title>



Attachment: James Street wide aerial (4104 : Consider proposal from Fox River Boat Holding Company.)



This map was produced utilizing a variety of sources the City of De Pere reasonably believes are reliable, including GIS data, some of which was under development at the time this map was produced. The City of De Pere makes no warranty, either expressed or implied, including no warranty as to fitness for a particular use, of the information contained in or comprising this map.



Map of De Pere, WI Provided By The De Pere Planning/GIS Department 2010

10/26/2015
Scale 1:4800

Packet Pg. 19

Fox River Tours – Wisconsin

Proposal to the City of De Pere

The Fox River Boat Holding Company, LLC has purchased a 1953 steel-hulled riverboat currently named Rose Lummis from the Finger Lakes, New York area. The vessel has been delivered to the South Bay Marina in Green Bay via truck.

The vessel will remain in dry dock storage through the spring during which time it will be painted and remodeled. No structural work needs to be done. There is a current Certificate of Inspection, which is being transferred to the U.S. Coast Guard Sturgeon Bay office from the New York office. All remodeling needs to happen under the supervision of the US Coast Guard.

The vessel will be launched in early May, if weather permits, and will go through a renaming ceremony.

The Fox River Boat Holding Company, LLC respectfully requests that the De Pere Board of Park Commissioners consider the following proposal.

- Allow the addition of three to four 15' wharf sections to be added to the end of the current wharf at James Street Parkway
- Fox River Boat Holding Company, LLC will cover the cost of the docks
- Bring electrical power to the wharf to accommodate 30 amps 110 volt charging when the vessel is not in use to power the refrigerator
- City of De Pere to cover the cost of electrical
- Allow the placement of two or three small signs to direct people to the boarding area
- Negotiate a reasonable docking fee, to be offset until the expense of the dock is recouped

The planned season for running the vessel is May 15 – October 31, with start and end dates dependent upon weather. At the end of each season, the vessel will be pulled out of the water and stored at the South Bay Marina, where it will undergo inspection by the U.S. Coast Guard and maintenance.

The current business plan calls for running three public tours to leave the dock on Friday evening, Saturday late morning, and Sunday mid-day throughout the season, with Sunday being a brunch cruise. Each cruise will take 40 paying passengers and last 1 ½ hours. More public tours will be considered as demand increases.

If possible, we would like to direct people to use the parking lot directly adjacent to the docking area, but will work out the best solution for all parties in the area.

In addition to the public cruises, private charters will be available for booking at will. We have a partnership with A-Mazing Events, and they will be handling all of our event bookings.

There is one restroom on board which will need pump-out bi-weekly. We will have that and refueling done at South Bay Marina in Green Bay.

Garbage will be minimal in that we are planning to use non-disposable items whenever possible. China plates and cloth napkins will be the norm, with Bubble Fresh in Kaukauna picking up the laundry. What

waste we do create, we will work with Chateau De Pere to see if we may utilize their dumpster or we will find other means of disposal.

A state liquor license is currently being applied for, to include beer, wine, and liquor. A licensed bartender will be on board when the bar is open.

FRNSA has been consulted and has no issue with use of the turning basin. U.S. Coast Guard has been consulted from the moment we started looking for a vessel and was out for their pre- inspection on the day after arrival. Each restoration plan must be supplied to them for approval. They confirmed structural integrity of the vessel is very good.

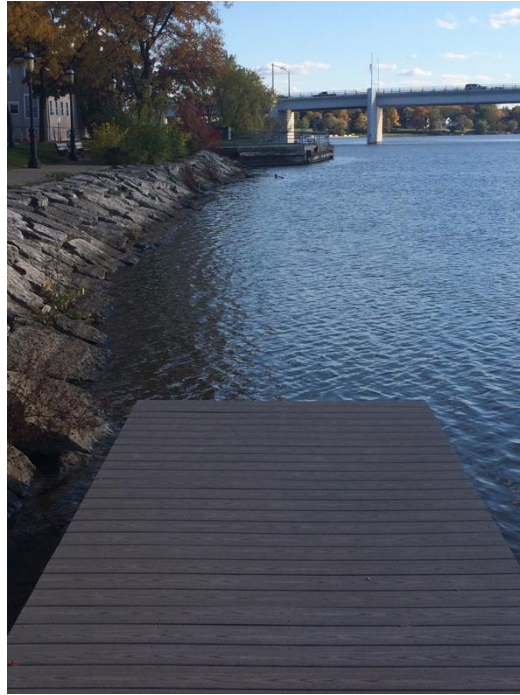
We will work to become a boat for which the community feels some ownership, some affinity. To facilitate this, we will reach out to various non-profit and for-profit organizations to see how we may meet their needs. We will be available during festivals or special community events, if so requested.

Cocktail cruises, dinner or brunch cruises, historic tours, weddings, corporate outings, private parties will all be potential activities for which we will support.

We are very excited by the potential that this site holds. When we went to visit it, it just felt right, and we humbly request the Board of Park Commissioners to accept our proposal. We applaud all that the City has done to enhance this lock site and look forward to the opportunity to add even more activity and character to it.

We are happy to work with area business owners to encourage our customers to visit their establishments before leaving the area, and will utilize local caterers whenever possible to do our part to add to the economic impact of the river.

Thank you for your time!
Candice Mortara



The pictures above show the wharf that is currently in place. Our proposal includes adding three 15' sections of identical docking parallel to the shoreline.



<Title>



Attachment: overhead (4104 : Consider proposal from Fox River Boat Holding Company.)



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Map of De Pere, WI Provided By The De Pere Planning/GIS Department 2010

10/29/2015
Scale 1:480

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