



Board of Park Commissioners

Regular Meeting

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

Revised Agenda

Thursday, October 21, 2021

6:30 PM

Council Chambers and Virtual

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 **October 21, 2021 at 6:30 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET, DE PERE.**

The public may attend the meeting either in person in the Council Chambers or electronically/telephonically. Electronic or telephonic 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://deperewi.igmp2.com/>.

I. Call to Order

1. Roll Call

II. Public Comment Period

III. Items

1. Consideration and Possible Action to Approve the Board of Park Commissioners Minutes from the September 16, 2021 Meeting.
2. Consideration and Possible Action on Request from St. Norbert College to Acquire Wilson Park Property.*
3. Consideration and Possible Action to Request additional funding for Fox Point Furnace Project.*
4. Discussion of 2021 Beer Gardens and Allocation of Revenue.
5. Discussion of Various Pool Policies, Fees, and Procedures.

IV. Staff Updates

1. Update on Shelter Repair Project for 2021.

V. Future Agenda Items

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.

Board Members
Alderspersons
Mayor James Boyd
Larry Delo, City Administrator
Judy Schmidt-Lehman, City Attorney
Marty Kosobucki
Carey Danen, City Clerk
City Hall 1st and 2nd Floor
Ben Villaruel, De Pere School District
Dennis Krueger, WDP School District
Autumn Anfang, St. Norbert College
Robert Laskowski, WPS

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
De Pere Girls Softball
Christopher Soquet, Teen Advisor
Hundamo Lovell, Teen Advisor

***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: October 21, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Grace Lahtela

SUBJECT: Consideration and Possible Action to Approve the Board of Park Commissioners Minutes from the September 16, 2021 Meeting.

ATTACHMENTS:

- 2021 0916 Park Board Draft Minutes (PDF)



Board of Park Commissioners

Regular Meeting

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

Draft Minutes

Thursday, September 16, 2021

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	Excused	
Ryan Jennings	Board Member	Present	
Jim Kneiszel	Board Member	Present	
Amy Chandik Kunding	Aldersperson	Present	
Shana Defnet Ledvina	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Randy Soquet	Board Member	Present	
Hundamo Lovell	Teen Advisor	Absent	
Christopher Soquet	Teen Advisor	Present	

Others present:

Marty Kosobucki, Parks, Recreation & Forestry Director

Betty Sellenheim, Recording Secretary

II. Public Comment Period

None

III. Items

1. Consideration and Possible Action to Approve the Board of Park Commissioners Minutes from August 26, 2021 meeting.

Aldersperson Ledvina moved to approve the Park Board Minutes from August 26, 2021 meeting, seconded by Aldersperson Chandik Kunding. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Aldersperson
SECONDER:	Amy Chandik Kunding, Aldersperson
AYES:	Jennings, Kneiszel, Kunding, Defnet Ledvina, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar

2. Consider bids for VFW Tennis Court Renovation.

Marty Kosobucki, Parks, Recreation & Forestry Director, outlined the project, the bid received, and the project budget. Mr. Kosobucki explained the bid received was approximately double the budgeted amount and staff would recommend moving forward with the project and requesting an increase in funding from the Mayor in 2022. Aldersperson Raasch asked how the increased funding for this project would impact other park projects. Mr. Kosobucki explained that he had been in contact with the Mayor regarding the possible need to increase funding, but was unsure if it will impact funding for other projects. Aldersperson Raasch asked if it was odd that the bid came from an out-of-state company. Mr. Kosobucki stated he found it odd that only one bid was received and that others had expressed interest but did not submit bids. Aldersperson Raasch stated

he was okay moving the project forward provided it was budgetary and not funded through undesignated reserves. Alderperson Ledvina asked if it made sense to rebid it in 2022. Mr. Kosobucki explained it could work in the City's favor, but could also result in higher bids or no bids. Board Member Jim Kneiszel asked if there was any harm in rebidding the project, as it will be a 2022 funded project. Mr. Kosobucki stated it could be rebid and staff would be optimistic that better prices would be received but cannot guarantee new bids would be in favor of the City.

Board Member Jim Kneiszel moved to rebid the VFW Tennis Court Renovation for 2022, seconded by Alderperson Ledvina.

Board Member Ryan Jennings asked if increasing the budget should be included in the wording of the motion. Board Member Jim Kneiszel suggested the new budget on this project be requested in the hopes that the new bids come in closer to the original budgeted amount. Alderperson Ledvina agreed. Mr. Kosobucki agreed and stated if the requested amount was lower than the approved bid, undesignated reserves would need to be requested at that time. Alderperson Ledvina asked if the budgeted \$40,000 was the cost when Legion courts were redone. Mr. Kosobucki explained it was not the same project since Legion courts were reconstructed but staff had taken the line item costs from that project to predict the cost for this project. Alderperson Raasch asked why the resurfacing was this expensive. Mr. Kosobucki explained it was a very specialized product and process and not many companies deal in it. Board Member Jim Kneiszel asked if the VFW courts are in better shape than Legion courts had been. Mr. Kosobucki explained the engineering firm hired to evaluate the courts stated it had not been bad enough to warrant starting over and added that it will be another year later once the work is actually completed. Board Member Jim Kneiszel asked if it made more sense to reconstruct and have the new surface. Mr. Kosobucki stated with all new things, they have a longer life but the budget number will need to be increased significantly higher than the \$76,000 for the bid staff received for the resurfacing. Alderperson Raasch asked staff how much Legion Courts cost to reconstruct. Mr. Kosobucki stated it was approximately \$85,000 two years ago and before COVID impacted prices. Alderperson Raasch stated his preference for accepting the bid received, requesting the increased funding, and moving forward with the project. Mr. Kosobucki clarified that either way, the project is to be completed in 2022. Board Member Randy Soquet stated there's no guarantee if the project is rebid, where on the contractor's priority list the project would fall. Alderperson Raasch stated there's no guarantee if the City rebids that the current bidder doesn't refuse to bid and leaves the City without any bidders again.

Board Member Jim Kneiszel amended the motion to rebid the VFW Tennis Court Renovation for 2022 with a suggested budget of \$60,000. Alderperson Ledvina agreed with the amendment.

Alderperson Chandik Kunderling asked if the contractor (Pro Track and Tennis) could be notified that the City planned to rebid the project and asked if they would honor their bid. Mr. Kosobucki explained that as a proposal, staff could reach out to the contractor and ask them to resubmit a bid. Mr. Kosobucki added that staff would network in this field of work and hopefully increase the interest in the project to gain additional bids.

The motion passed with a 5-1 vote with Alderperson Raasch voting no.

RESULT:	ADOPTED [5 TO 1]
MOVER:	Jim Kneiszel, Board Member
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Jennings, Kneiszel, Kunding, Defnet Ledvina, Soquet
NAYS:	Dean Raasch
EXCUSED:	Melissa Thiel Collar

3. Consideration & Possible Action to Accept \$250 Donation from Pink Flamingos to Recreation Scholarship Fund

Alderperson Raasch moved to accept \$250 Donation from Pink Flamingos to Rec Scholarship Fund, seconded by Alderperson Chandik Kunding. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Jennings, Kneiszel, Kunding, Defnet Ledvina, Raasch, Soquet
ABSENT:	Melissa Thiel Collar

4. Consideration & Possible Action to Accept Two Monetary Donations from the De Pere Area Men's Club valued at \$600.*

Alderperson Chandik Kunding moved to accept two monetary donations from the De Pere Area Men's Club, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Chandik Kunding, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Jennings, Kneiszel, Kunding, Defnet Ledvina, Raasch, Soquet
ABSENT:	Melissa Thiel Collar

IV. Staff Updates

1. Status and updates on Beer Gardens

Marty Kosobucki, Park, Recreation & Forestry Director, updated the Board members on the August 31 Beer Garden and upcoming Beer Garden scheduled on September 25 from 11AM to 4 PM. Mr. Kosobucki added that staff is looking at all avenues to make the Wisconsin Badger game viewable during the Sept 25 Beer Garden.

RESULT:	DISCUSSED
----------------	------------------

V. Future Agenda Items

None

VI. Adjournment

Alderperson Chandik Kunding moved to adjourn the meeting at 6:50 PM, seconded by Alderson Ledvina. Upon vote, the motion passed unanimously.

Respectfully submitted,
Betty Sellenheim



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: October 21, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consideration and Possible Action on Request from St. Norbert College to Acquire Wilson Park Property.*

ATTACHMENTS:

- Staff memo.Wilson park (DOCX)
- Wilson Park Letter (PDF)
- Floorplan Pic B for Board Show (JPG)
- Back Corner 06-23-2020 (JPG)
- Wilson Park.Aerial (PDF)
- Wilson Park.location (PDF)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
 From: Marty Kosobucki
 Date: October 11, 2021
 RE: Wilson Park

We have received a request from St. Norbert College to acquire Wilson Park for the purpose of upper class housing. I have included some background information for you in your consideration of the matter.

- Should the Park Board agree to part ways with Wilson Park, the item would then go to City Council for consideration and negotiations.
- We had heard unofficial reports that Wilson Park was the City of De Pere's first ever park. After doing an investigation our legal office has determined that Wells Park was identified as a park prior to Wilson Park. Therefore, Wilson Park is not the City of De Pere's first ever park.
- Use/need of the park. Considering its location and the changing demographics of the area, this area has not been used much as a true park.
 - o The park hosts trees, green space, swing set, memorial and a memorial tree.
- The Memorial Tree has some significance to the surrounding area and would need to be factored into the acquisition of the property.
 - o The memorial tree was placed there for a St. Norbert Student that passed away 10-15 years ago. A fraternity of St. Norbert continues to place remembrances there every year.
- We normally do not recommend relinquishing park property or open space. However in this circumstance we cannot find the value in the park other than providing passive aesthetics to the area, which we feel it does a good job of doing this. However, if the property was sold and the money was redirected to another park project...we feel the trade off in value would be worth it.

Staff Recommendation: Recommend the sale of Wilson Park to St. Norbert college under the conditions of 1) the revenue would be directed to a specific park benefit/project (possibly Multi-Use Facility in Voyageur), and 2) contingencies are placed on the sale that require St. Norbert College to make special and appropriate accommodations for the memorial tree (St. Norbert Student).



100 Grant Street, De Pere, WI 54115-2099 • www.snc.edu

October 1, 2021

Mr. Marty Kosobucki
Parks, Recreation & Forestry Director
City of De Pere
335 S. Broadway
De Pere, WI 54115

To Park Board Members:

All of us at St. Norbert College (SNC) want to thank the City of De Pere for the close collaboration and professional relationship we have had over the years. During recent SNC/City meetings, we have discussed our interest in the property near the campus known as Wilson Park. The property parcel number is WD-763. The park property is located immediately adjacent to the college and is bordered by several college owned student housing units and is very near the SNC Ariens Family Welcome Center where students and their family come to learn more about SNC when they are making decisions regarding their future college choice.

St Norbert College submits this letter as our formal request to the Park Board for initial consideration for the college to develop the site. In support of our College Master Plan, the college has a specific need to expand and improve our upper-class (Juniors & Seniors) housing options, and this location is a prime location for us to build modern new "student-themed houses". Each house would provide occupancy for an estimated 20 upper-class students and have an educational theme such as service learning, environmental sustainability and global affairs. We believe that a vibrant SNC community also contributes to a vibrant De Pere community.

The attached drawings share the initial concept and plans, which we believe will be well received by current students and attractive to prospective students.

Thank you for the Park Board's initial consideration and, hopeful, advancement of the request to the City Council. We look forward to hearing from you following the October 21st Board meeting. If you have any questions before the meeting, please don't hesitate to contact me.

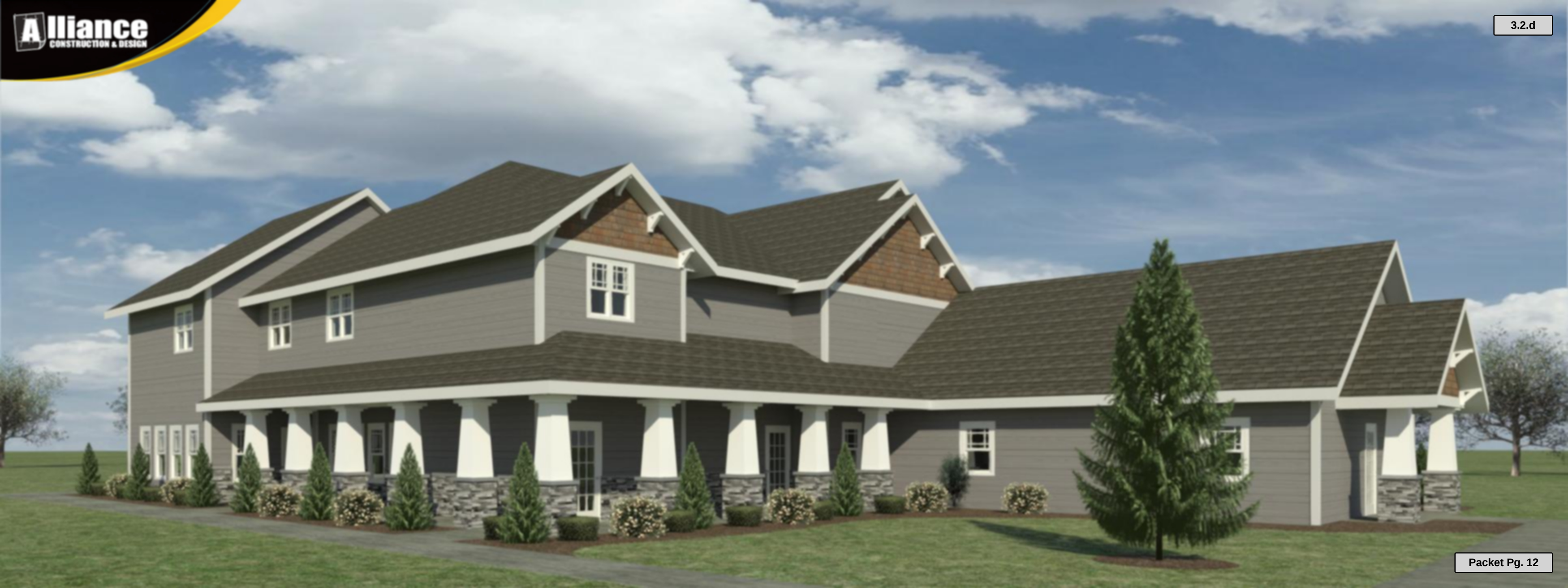
Sincerely,

Autumn Anfang
Vice President of Business and Finance

Department Legend

-  BATHROOM
-  BEDROOM
-  COMMON AREA
-  OPEN TO BELOW

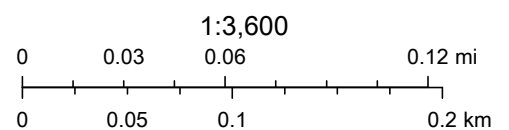




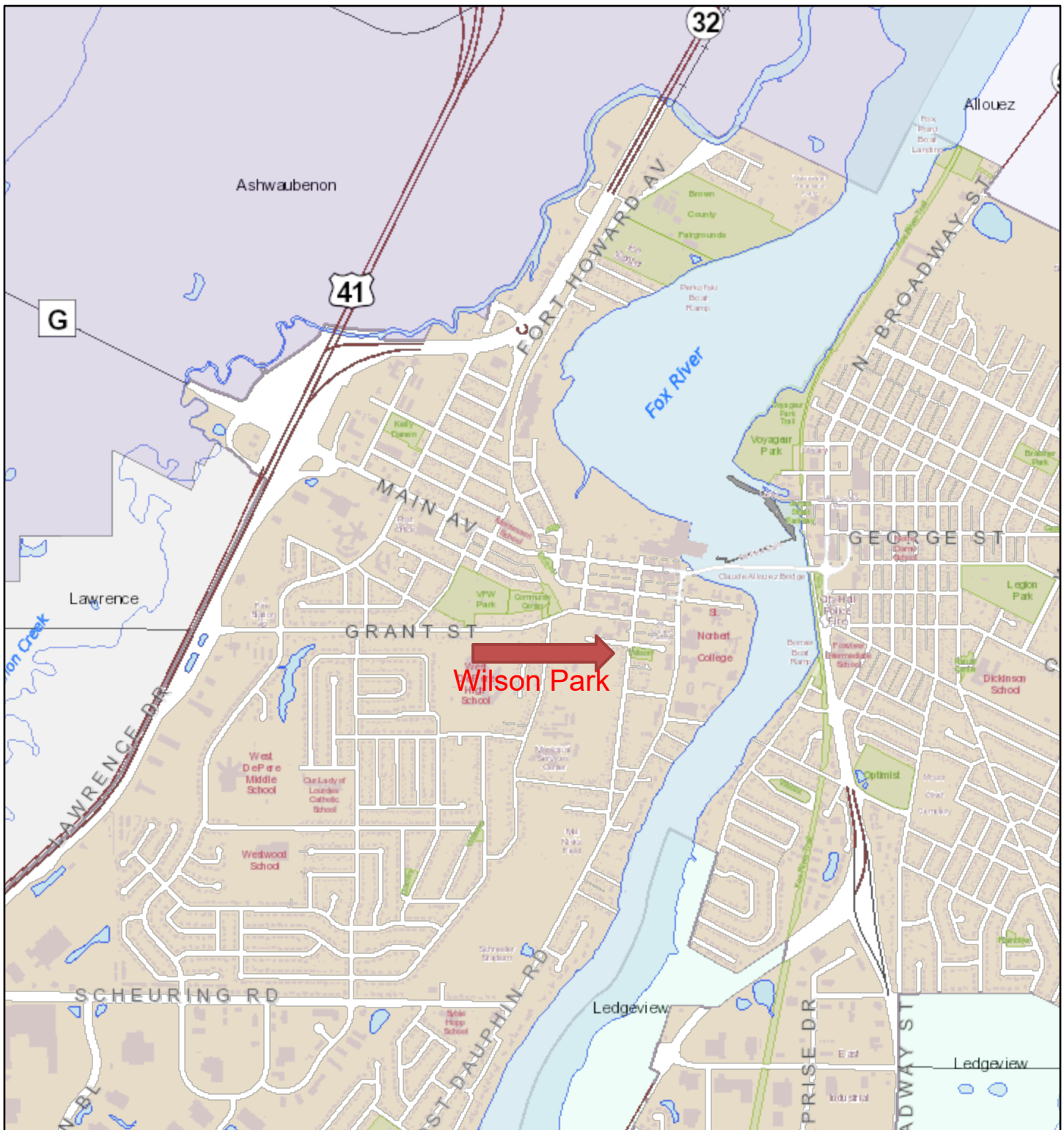
User Created DIME Map



10/11/2021 9:59:48 AM

DePereCounty_2020.sid  Parcel # Red: Band_1 Green: Band_2 Blue: Band_3

User Created DIME Map



10/11/2021 10:03:49 AM

1:24,000

0 0.2 0.4 0.8 mi
0 0.33 0.65 1.3 km



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: October 21, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consideration and Possible Action to Request additional funding for Fox Point Furnace Project.*

ATTACHMENTS:

- Memo.Fox Point Furnace (DOCX)
- WPS Work Order.Fox Point (PDF)

CITY OF DE PERE MEMO



To: Board of Park Commissioners

From: Marty Kosobucki

Date: October 21, 2021

RE: Request for additional funding for Fox Point Furnace Project

Unfortunately, our furnace project at Fox Point had another bad turn of events. When we received the final work order from WPS, the cost has gone up significantly once again. Once we received the work order, we investigated with WPS as to the significant rise in cost. They explained to us the reason for the increase is because of the WDNR requirements when boring underneath the trail which were not known. If you recall, this will be the second time asking for additional funding to complete this project. The original budget was requested from the available information we received from vendors. We talked with both our HVAC contractor and WPS. Upon moving forward with the project, our cost for HVAC went up and so did the estimate from WPS. This was typical of the construction environment. These events are what triggered us to request an additional \$3,000. Unfortunately, WPS does not give a firm estimate until they send out the work order. Now that we have the work order from WPS, we have a firm cost to perform the utility work underneath the trail.

Other Pieces of Information:

- If the project is not approved and moving forward by November 15, WPS indicated there would be up charges to the project related to dealing with frost.
- We have already invested the cost of HVAC to be installed, we are just waiting on the utilities.
- You could consider the option of continuing to use electric heat and plan for a future budget year, however we would likely have to wait until 2023 as we have missed the opportunity to request inclusion in the 2022 budget.

Below is a budgetary breakdown of the project.

Funding:	\$ 5,000	Original Budget request
	<u>\$ 3,000</u>	Approved additional funding
	\$ 8,000	
Expenses:	\$ 4,705	Tweet Garot
	<u>\$ 8,033</u>	WPS
	\$12,735	

Staff Recommendation: Staff recommends requesting an additional \$4,735 to complete the project.



Wisconsin Public Service Corporation
P.O. Box 19001
Green Bay, WI 54307-9001
www.wisconsinpublicservice.com

September 15, 2021

CITY OF DE PERE
1075 N BROADWAY
DE PERE, WI 54115-2609

Dear THOMAS BLOHOWIAK:

Thank you for your request for service at: 1075 N BROADWAY, COUNTY OF BROWN, STATE OF WI. Wisconsin Public Service is pleased to have this opportunity to provide you with reliable energy and our award winning customer service.

This letter confirms your acceptance of the terms and conditions of the gas and/or electric rates and tariffs associated with your request for service. It also confirms the following cost for your request:

- The enclosed electric, gas or lighting contracts need to be signed and returned to the Public Service office within 60 days of the contract date; otherwise the contract is null and void. The installation of your service will be scheduled upon receipt of contract, payment (if required), and completion of all site requirements. Mail both contracts to the Public Service office and a mutually signed contract will be returned to you.
- The cost to install your Gas facilities is: **\$5,459.15** service and **\$2,574.45** system. Total Gas charges are **\$8,033.60**. This cost is valid for 60 days as of the date of this letter. Payment is needed in advance of construction. Please note this Work Request: 3251861 on your check or money order.
- Beginning the date the gas meter serving you is installed you will be billed the applicable minimum charge associated with the rate schedule you are expected to take service under, regardless if you are actually using gas.
- Winter construction charges, which are non-refundable, will be added to the cost of your facilities, if you have not met the necessary dates: Application received before 10/15, Contract and/or payment (if required) received for processing before 11/15, and Site Ready for installation of underground facilities before 11/15. (For Subdivision or Developments the necessary dates are 10/1, and 11/1 respectively)
- After WPS has completed the installation of your gas service, you as the customer are responsible for connecting customer owned gas piping to the meter installation.
- Please note that this project is currently being reviewed to ensure all environmental requirements are met. If it's determined that changes are needed based on environmental requirements, we'll let you know as soon as possible. These changes could result in additional costs or the need for a revised contract. Any additional payment and/or the signed revised contract would be required prior to construction.
- Although we exercise caution to locate and avoid your sewer lateral during construction, if you notice a problem with your sewer drain(s) during construction or anytime after our work is completed, contact us right away. **Do not attempt to clear the sewer lateral.** There have been instances when the sewer lateral and our facilities could intersect, causing an unsafe condition.

The following items are needed to install your facilities in a timely manner. Please provide us with the date when these items will be completed.

- Your property lines and building location need to be identified and marked.
- The service route must be cleared 10' wide of brush, trees, debris, building materials, dirt piles, etc. and brought to within 6 inches of final grade. Please discuss any anticipated grade changes with us before the service is installed to avoid being billed for relocation costs incurred with grade changes.
- At the time of construction, all existing or proposed private underground facilities must be marked or exposed before service can be installed.
- Any required easements must be obtained and on file with our local office.

The payment calculation of this agreement is subject to change if the Customer causes a construction delay, there is a change in scope, or actions by governmental authorities cause a calculation change. Any change shall be reviewed with the Customer prior to construction and a new agreement shall be executed. Adjustment of customer requirements (refunds or additional payment) to reflect actual investment for changes in the size or number of units installed, major rock, winter construction and similar items affecting the scope of the project, shall be made if the adjustment is greater than \$20. This adjustment, if applicable, will normally occur within six months of completion of construction. Any changes shall be reviewed with the Customer. The Customer and WPSC hereby agree to abide by and be subject to the rules, regulations, and schedules of WPSC as filed with and approved by the PSCW and/or MPSC from time to time, as well as the rules and regulations of the Wisconsin Administrative Code.

All of us at Wisconsin Public Service look forward to serving your energy needs. For further information regarding your new service, visit our Internet site at www.WisconsinPublicService.com. If you have any questions about the above items, please refer to **Work Request: 3251861-1** when calling us at 800-242-9772.

Sincerely,

New Service Installation team

Enc

Mail Payment To:

Wisconsin Public Service Corporation, Attn: CBT, P.O. Box 19001, Green Bay WI 54307-9912



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: October 21, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Discussion of 2021 Beer Gardens and Allocation of Revenue.

ATTACHMENTS:

- Beer Garden.2021 Summary (DOCX)

Beer Garden – 2021 Summary

Generally speaking our 2021 Beer Garden's were a wonderful success. We survived two rainouts and a scheduling conflict against the Ryder Cup and Wisconsin Badger Football game. Below is a brief snapshot of the 2021 season and how we did financially.

Event Summary

Event	Notes/Attendance	Profit/Loss
June Event	Rained out (2)	(\$1,100)
July Event	800 – 1,000 people	\$3,929
August Event	800 – 1,000 people	\$2,553
September Event	600 – 700 people	<u>\$1,968</u>
Event Total		\$7,350
2021 Beer Garden Total		
Event Total	\$7,350	
Sponsorships	\$10,700	
Total Revenue		\$18,050
Start Up Expenses		<u>\$ 2,425</u>
Total Revenue for Beer Gardens		\$15,625

Since we started our Beer Gardens in 2019, our grand total of revenue that is to be directed for Park related projects is \$28,292. Our inaugural year in 2019 saw a net profit of \$12,667. Due to the pandemic, we unfortunately canceled all of our Beer Gardens in 2020 resulting in no revenue. In 2021 we started back up and while our attendance and beer sales were lower, our net profit was up due to a rise in sponsorship money. We will begin shortly to look at our Beer Gardens and begin planning for 2022.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: October 21, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Discussion of Various Pool Policies, Fees, and Procedures.

ATTACHMENTS:

- Memo.Pool Policies Discussion (DOCX)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Marty Kosobucki
Date: October 21, 2021

RE: Various Pool Topics for Discussion

Recently, staff sat down to review the past pool season and bring up topics of concern and/or question. I have listed a variety of topics below that staff are currently investigating and would like your input. Upon input and further investigation, staff will bring forward proposals for change at the November meeting.

- 1) Develop policy to not allow children in the pool facility unattended. Right now, we do not have a policy that prohibits young children from coming in the pool unattended. A survey of many pools determined most pools have a policy. Staff is planning to bring a recommendation to the next meeting.
- 2) Issuing of rainchecks and/or refunds. This past summer we had several pool closures, and in turn had a number of very angry customers. Our past policy has been to not allow refunds and/or rainchecks for any reason. In reviewing other pool policies, we found that many do not offer any refund/raincheck for weather cancelations, however will offer rainchecks for other closures.
- 3) Topic of session (daily) pass fee. This past year we incurred very long and slow moving lines. With the long and slow moving lines came very angry customers. The main reason for the long lines was because we are required to check for residency as people came in. Staff would like to consider moving in a direction of charging one fee for both residents and non-residents for session (day) pass admissions. In doing so, our lines would move much faster as we would not have to slow the process down by checking for residency. The draw back to this approach is that residents do not get a discount when entering the pool if using entering by a session (day) pass; however, they still have the option of purchasing a pool membership at a discounted rate. If the Park Board feels this method has validity, we will continue our investigation and propose a flat fee for session (day) pass admissions.
- 4) Staffing has been a growing issue over the years. Unfortunately, the labor forecasts for employees are not projected to change anytime in the near future. To help with getting and retaining employees we feel we should consider changing the hours of the pool. Right now, based on what is offered and when, we can have employees with a very unconventional and inconvenient schedule. This will not lend itself to employee retention. While we don't have definitive concepts yet, staff is investigating restructuring the offerings of the pool. We would like to obtain the input of the Park Board if changing hours and offerings is something we can consider?
- 5) Staff Recruitment – while we have increased our wage significantly for 2022, it is likely that it won't be enough to recruit employees all by itself. In addition to wage increase, a suggestion that has merit was to create a scholarship plan for employees as an incentive. Staff will continue looking into this and bring something to the next Park Board meeting.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: October 21, 2021

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Update on Shelter Repair Project for 2021.

ATTACHMENTS:

- Memo.shelter repairs update (DOCX)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Marty Kosobucki
Date: October 21, 2021

RE: Shelter Repairs

In the 2021 Budget we had \$30,000 allotted to conduct general repairs and updates to our shelters. While the \$30,000 was half of what was requested, I am happy to report we conducted a pleasant amount of repairs and updates to our shelters. Below is a snapshot of what was accomplished.

- Jim Martin Restroom – replaced soffit, fascia, trim and downspouts
- VFW Open Shelter #1 – replaced fascia boards and installed new metal roof to replace shingled roof
- VFW Open Shelter #2 – replaced fascia boards and patched hole in roof
- Optimist Park Shelter – replaced corner post and patched plywood ceiling
- Patriot Park Shelter – patched and replaced wooden siding, and replaced cedar wrapping around support posts
- VFW Octagon Building – Installed new siding to match VFW Aquatic Facility
- Voyageur Open Shelter #1 – repaired fascia and installed new metal roof
- Voyageur Open Shelter #2 – repaired fascia boards and patched roof
- Legion Open Shelter – replaced siding on gable ends
- Optimist Bathroom – replaced soffit, fascia, trim and downspouts