



Board of Park Commissioners

Regular Meeting

Final Minutes

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

Thursday, October 20, 2022

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

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. §6-3(f) DPMC

None

III. Items

Attendee Name	Title	Status	Arrived
Melissa Thiel Collar	Board Member	Present	
Ryan Jennings	Board Member	Present	
Jim Kneiszel	Board Member	Present	
Amy Chandik Kunding	Aldersperson	Present	
Shana Defnet Ledvina	Aldersperson	Present	
Dean Raasch	Aldersperson	Absent	
Randy Soquet	Board Member	Present	
Madison DeCleene	Teen Advisor	Excused	
Connor Goodman	Teen Advisor	Present	

Others present: Marty Kosobucki, Director of Parks, Recreation, and Forestry; Don Melichar, Park Superintendent/City Forester; and Grace Lahtela, Administrative Assistant.

2. Consideration and Possible Action to Approve the Minutes from the September 15, 2022 Board of Park Commissioners Meeting.

Aldersperson Defnet-Ledvina moved to approve the minutes from the September 15, 2022 Board of Park Commissioners meeting, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Aldersperson
SECONDER:	Ryan Jennings, Board Member
AYES:	Thiel Collar, Jennings, Kneiszel, Kunding, Defnet Ledvina, Soquet
ABSENT:	Dean Raasch

3. Consideration & Possible Action to Donate One Family Pool Membership for 2023 Snowman Photo Contest Grand Prize

Aldersperson Chandik Kunding moved to approve the request to donate one family pool membership for the snowman photo contest grand prize winner, seconded by James Kneiszel. Upon vote, the motion passed unanimously.

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

4. Consideration and Possible Action to Accept a Donation from De Pere Baseball for Diamond Improvements.*

Melissa Thiel Collar moved to accept the donation from De Pere Baseball for diamond improvements to Gandrud Field at Southwest Park valued at \$10,968, seconded by Alderperson Chandik Kunding. Upon vote the motion passed unanimously. Randy Soquet thanked De Pere Baseball for the donation.

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

5. Consideration and Possible Action on Park Rental Agreement for "Rock the Dock".

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that we were approached by the event organizer, Dawn Paradiso-Hansen of "Rock the Dock" and she expressed the organization has a strong interest in bringing the event to Voyageur Park in 2023, from Green Bay. Marty explained that staff met with Dawn, and they do not think there would be a problem with hosting the event at Voyageur Park.

Ryan Jennings moved to open the meeting to public comment at 6:34 pm, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

Dawn Pardiso-Hansen, Executive Director of Compassionate Home Health Care; Tommy Clifford, Vice President of the Board of Directors; and Storm Walls, who works with the volunteers were present to provide information and answer any questions regarding the event.

Dawn Pardiso-Hansen explained that for the past 11 years Compassionate Home Health Care runs a holiday campaign, putting out boxes to collect supplies for individuals in need. Currently they help out over 29 local non-profit organizations between Appleton and Green Bay, including some in the De Pere area. "Rock the Dock" is the largest fundraiser for Compassionate Home Health Care.

James Kneiszel questioned if there was a list of organizations that were helped. Dawn explained that she did not have a complete list, however they are all listed on the organization's website.

James Kneiszel questioned the desire to move to De Pere. Dawn Pardiso-Hansen explained that the event was held in 2019 in Green Bay, virtually in 2020, and again in Green Bay in 2021. Dawn stated they want to move the event from Green Bay to De Pere, because they want to work with people that want to work with them, not against them. Green Bay made it very difficult to work with them, not only for our organization, but also for the vendors and the drone pilot.

James Kneiszel questioned what the draw is for the event. Dawn Pardiso-Hansen explained that there are 3 stages of music, with around 13 bands at the event, but it is not just a music event. There are vendors, non-profits, robotic team competitions, the

Festival Foods big cart rides, the wiener mobile, and a drone show. Organizers look at it more as an innovative and inspirational festival, not just a music festival.

Alderperson Chandik Kunder questioned if the item on the agenda is to approve the event. Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that since this is a new event being held at a park with anticipated attendance over 1,000 people, the event requires park board approval. If approved, then staff would work with Dawn and "Rock the Dock" to prepare the Park Rental Agreement. The event will also need to follow the complete special event process for the city. This action item is for approving the use of Voyageur Park for the day.

Ryan Jennings questioned the attendance and if the park is only needed for one event. Dawn Pardiso-Hansen explained the set-up of the event. The event is a one-day event and everything that is needed from the event organizers is packed into a U-Haul truck. The truck is pulled into the park at 8 in the morning and all the different volunteer groups take it from there. Dawn did state that it has been requested to allow the truck to be allowed to park in the parking lot the night before, but if that is not approved, they will bring it in the morning. Most of the tents used are the small 10x10 pop-up tents, but there will be a larger tent for the robotics competition. The 30,000 estimate for attendance will be spread out throughout the day.

Ryan Jennings commented that the event overlaps with the Brown County Fair and questioned if there is a concern with this. Dawn Pardiso-Hansen explained that they are aware of the overlap, and they are not concerned. There are individuals that want the fair atmosphere and others that would prefer this type of event.

James Kneiszel questioned if there is an admission fee. Dawn Pardiso-Hansen stated that the event has been free, but we are possibly looking to work with a non-profit to possibly look at charging for parking.

James Kneiszel questioned Marty if there were any logistical problems with the use of the park. Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that staff walked the park with Dawn Pardiso-Hansen, and they did not see any issues with the event. Marty did state that the electrical within the park was recently updated and runs throughout the park, which will work for the different stage areas. Dawn Pardiso-Hansen did comment that the performers are mostly up and coming, local and regional artists, which could be a single musician up to a full band.

James Kneiszel questioned Marty to see if he contacted Green Bay to see if any issues arose at the event. Marty Kosobucki, Director of Parks, Recreation and Forestry stated that he did not contact Green Bay. He looked at the event to see if it is a good fit for the City of De Pere and if there was any logistical reason why the event could not be held at Voyageur Park. If there were any issues with the event in Green Bay, it would have been all over the media. Marty Kosobucki stated that the event will be much like a mini Celebrate De Pere, but his event will not close the park. Individuals can still utilize the park.

Ryan Jennings moved to close the meeting to public comment at 7:03 pm, seconded by Alderperson Defnet Ledvina. Upon vote, the motion passed unanimously.

Randy Soquet moved to approve the rental of Voyageur Park on August 19, 2023, for Rock the Dock, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Soquet, Board Member
SECONDER:	Ryan Jennings, Board Member
AYES:	Thiel Collar, Jennings, Kneiszel, Kunding, Defnet Ledvina, Soquet
ABSENT:	Dean Raasch

6. Consideration and Possible Action on the Selection of Colors for the Kelly Danen Playground.

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that staff does not have any specific recommendation on the color opinion. The donors just wanted to stay away from red, due to fading, and they were not a fan of the yellow. When talking with De Pere baseball, their choice was Spring Bloom.

Randy Soquet stated he asked his daughter for her opinion, and she liked Malibu, Honeysuckle, and Jovial.

Aldersperson Chandik Kunding stated she would stay with more neutral colors and stay away from both orange and red for the schools. If De Pere Baseball or the donors had a favorite, maybe we should go with their choice.

James Kneiszel moved to approve the color palette Honeysuckle for the new playground equipment at Kelly Danen Park, seconded by Aldersperson Defnet Ledvina. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jim Kneiszel, Board Member
SECONDER:	Shana Defnet Ledvina, Aldersperson
AYES:	Thiel Collar, Jennings, Kneiszel, Kunding, Defnet Ledvina, Soquet
ABSENT:	Dean Raasch

7. Consideration and Possible Action to Approve Nelson Family Pavilion Conceptual Design and Estimate.

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that this is the final design and cost opinion from McMahon. The cost opinion came in where we anticipated, so that is good.

Ryan Jennings moved to approve the Nelson Family Pavilion Conceptual Design and Cost Opinion, seconded by Aldersperson Chandik Kunding.

Randy Soquet questioned the exterior wall where the vending machines and trash receptacles are located and if there is enough room. Marty Kosobucki explained that the trash receptacles could be moved to other places, but not sure where else they could be located.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ryan Jennings, Board Member
SECONDER:	Amy Chandik Kunding, Aldersperson
AYES:	Thiel Collar, Jennings, Kneiszel, Kunding, Defnet Ledvina, Soquet
ABSENT:	Dean Raasch

8. Consideration & Possible Action to Approve Contractual Agreement with Inner Dimensions Wellness, LLC*

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that we are still waiting for some necessary information, so we will need to refer this item back to staff.

Randy Soquet moved to refer this item back to staff, seconded by Alderperson Chandik Kunding. Upon vote, the motion passed unanimously.

RESULT:	REFERRED BACK TO STAFF [UNANIMOUS]
	Next: 11/17/2022 6:30 PM
MOVER:	Randy Soquet, Board Member
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Thiel Collar, Jennings, Kneiszel, Kunding, Defnet Ledvina, Soquet
ABSENT:	Dean Raasch

9. Consideration and Possible Action on Applying to America in Bloom/Canadian National Railroad EcoConnexions From the Ground Up Grant.

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that the city has hired a consultant to look for grants that the city could possibly apply for. The consultant found this grant and thought that the city should apply for it. While reviewing the specifics of the grant, staff does not think we should spend the time and effort applying for the grant. Part of accepting the grant, the city would agree to host a team of consultants to come to the city to access the city landscaping and that this cost would come out of the grant. With the involvement and effort of the Beautification Committee, staff feels this grant would not be in the best interest of the department.

Ryan Jennings moved to not pursue the America in Bloom/Canadian National Railroad EcoConnexions from the ground up grant, seconded by Alderperson Defnet Ledvina. Upon vote, the motion passed unanimously.

RESULT:	DEFEATED [0 TO 6]
MOVER:	Ryan Jennings, Board Member
SECONDER:	Shana Defnet Ledvina, Alderperson
NAYS:	Thiel Collar, Jennings, Kneiszel, Kunding, Defnet Ledvina, Soquet
ABSENT:	Dean Raasch

10. Consideration and Possible Action on Request from Brown County Land and Conservation Department for Staff.*

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that there is an effort to improve the East River and make it a water trail. While Marty thinks it is a great idea, as part of the grant, Brown County is looking for the city to dedicate staff time for the project for a three-year period. Staff does not feel comfortable committing staff resources for three years out. Staff is 100% supportive of the idea but wish there was a different way to commit to it.

Alderperson Defnet Ledvina questioned if Marty reached out to other municipalities that are part of this grant. Marty Kosobucki explained that the Village of Allouez is supportive of it and was the municipality that initiated it. The other communities are also a little apprehensive regarding the staffing commitment. Alderperson Defnet Ledvina questioned if we could table it for additional information.

James Kneiszel feels that this has a lot of potential. With the amount of money possibility coming in it would be nice to get the local communities to work together to make the East River more usable. Marty Kosobucki stated he does not disagree that it would be a great project, it is just that there is no way to predict what staffing levels will be in two or three years. James Kneiszel would like to support this at the Park Board

level and then ask for Council to dedicate the staff time for it. Jim feels the potential in the end will be well worth it.

Melissa Thiel Collar questioned if the City Attorney looked at the request and if it is binding after the first year. Marty Kosobucki explained that there is not an actual agreement for review yet. Melissa Thiel Collar stated that it is hard to react to something without specific terms. Things are getting extremely tight in municipal budgets and feels it is not within the best interest of the park department to add another item into the long priority list.

Alderpersion Chandik Kunderinger questioned if the city would be able to present what items the city would be comfortable with, and the agreement could be generated around the list.

Ryan Jennings stated he would like to support the topic, but at this point, the information known is too vague to commit to. Saying yes, we would like to be part of the project but not willing to commit until we see some type of agreement.

Randy Soquet state he is also excited about the concept. The opportunity to allow more green space for resident use is great. Maybe we should have Mike Mushinski come in and give the park board more information. Marty Kosobucki stated that he could reach out to Mike Mushinski and let him know that the city is supportive of the effort, but reluctant to support staffing issues for a three-year period and we would need some type of agreement. Until we see the agreement, we cannot commit the staff time.

Randy Soquet stated that the memo stated there would be two launches along that part of the river, which he assumes will not be in De Pere. Wherever these launches are to be placed, those communities need to have more commitment to the project.

Melissa Thiel Collar stated that unless Brown County Land and Water Conservation has some type of agreement drawn up for the City Attorney and Marty to review, there is no way for this topic to move forward. The item needs to be referred back to staff for Brown County Land and Water Conservation to provide an agreement.

James Kneiszel moved to table the item until next month and request Mike Mushinski from Brown County Land and Water Conversation to attend or put together details for the project, seconded by Randy Soquet.

Ryan Jennings requested Marty Kosobucki to come up with what staff commitment level the department could make.

Upon vote, the above motion passed unanimously.

RESULT:	TABLED [UNANIMOUS]
	Next: 12/15/2022 6:30 PM
MOVER:	Jim Kneiszel, Board Member
SECONDER:	Randy Soquet, Board Member
AYES:	Thiel Collar, Jennings, Kneiszel, Kunderinger, Defnet Ledvina, Soquet
ABSENT:	Dean Raasch

11. Consideration and Possible Action to Approve the First Quarter Financial Statements for the De Pere Ice Arena.

Randy Soquet moved to approve the first quarter financial statements for the De Pere Ice Arena, seconded by Alderpersion Defnet Ledvina. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Soquet, Board Member
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Thiel Collar, Jennings, Kneiszel, Kunding, Defnet Ledvina, Soquet
ABSENT:	Dean Raasch

12. Consideration and Possible Action to the Holiday Light Show Itinerary and Tree Sponsorship Plan for 2022.

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that last year Fox Community Credit Union did a fundraiser one day of the Light show. This year, staff was looking into ideas on how we can reduce the staff load necessary with setting up the Holiday Light Event. Fox Community Credit Union will again be holding a fundraiser the first night of the show, but staff reached out to the Fire Department and Pink Flamingos to see if they might be interest to do a fundraiser as well. In return for the fundraising opportunity, they would provide us volunteers to help with setting up the decorations. Both the Fire Department and Pink Flamingos seem to be interested, which will provide a great deal of help to the department. The plan would be for one day of the weekend to be free and then the other day to be a fundraising day.

Melissa Thiel Collar moved to approve the Holiday Light Event itinerary and tree sponsorship plan for 2022, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Melissa Thiel Collar, Board Member
SECONDER:	Ryan Jennings, Board Member
AYES:	Thiel Collar, Jennings, Kneiszel, Kunding, Defnet Ledvina, Soquet
ABSENT:	Dean Raasch

13. Consideration and Possible Action on the Beer Garden Sponsorship Plan.

Alderperson Chandik Kunding moved to approve the 2023 Beer Garden sponsorship plan, seconded by Alderperson Defnet Ledvina. Upon vote, the motion passed unanimously.

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

14. Future Agenda Items

Marty Kosobucki, Director of Parks, Recreation, and Forestry stated that Alderperson Hansen requested the goose problem at Jim Martin Park be addressed.

15. Adjournment

Alderperson Chandik Kunding moved to adjourn the meeting at 7:42 pm, seconded by James Kneiszel. Upon vote, the motion passed unanimously.

Respectfully submitted,
Grace Lahtela