



Board of Park Commissioners

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Agenda

Thursday, October 18, 2018

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 **October 18, 2018 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 Minutes from the September 20, 2018 Meeting.
2. Review and approve provisions for a Lease Agreement amendment with Brown County Ice Manament.
3. Approve working with Brown County Extension to establish a community garden.
4. Consider policy change for renting fields to private user groups.
5. Consider ordinance changes to allow for Beer Gardens.
6. Consider developing ordinance to restrict fishing from the Riverwalk.

III. Staff Updates

1. De Pere Ice Arena chiller repair update
2. Update on status of Legion Tennis/Pickle Ball Courts
3. Southwest Park Playground status
4. 2019 Budget update

IV. Public Comment Period

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
Alderpersons
Mayor Michael J. Walsh
Larry Delo, City Administrator
Judy Schmidt-Lehman, City Attorney

De Pere Youth Hockey
Tod Maki, De Pere Select Soccer
De Pere Area Chamber of Commerce
Definitely De Pere
Brown County Library – De Pere

Marty Kosobucki
Shana Ledvina, City Clerk
City Hall 1st and 2nd Floor
John Zegers, WDP High School District
William Soquet, Teen Advisor
Don Chilson, Brown Co. Ice Management
Derek Beiderwieden, De Pere Lions Club

TV & Radio Stations
De Pere Rapides Youth Soccer
De Pere Baseball
Ben Villaruel, De Pere School District
Lydia McMorrow, Teen Advisor
Jason Berken, ISA
Margaret Franchino, Brown Co. UW-
Extension

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.

***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 18, 2018

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Approve Board of Park Commissioners Minutes from the September 20, 2018 Meeting.

ATTACHMENTS:

- Draft Minutes 9-20-18 (PDF)



Board of Park Commissioners

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Draft Minutes

Thursday, September 20, 2018

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
Ryan Jennings	Aldersperson	Present	
Larry Lueck	Aldersperson	Present	
Dean Raasch	Aldersperson	Absent	
George Brown	Board Member	Present	
Sue Schinkten	Board Member	Present	
Randy Soquet	Board Member	Late	6:42 PM
Bill Volpano	Board Member	Present	
Lydia McMorro	Teen Advisor	Present	
William Soquet	Teen Advisor	Late	6:42 PM

II. Action Items

1. Approve Board of Park Commissioners Minutes from the August 16, 2018 Meeting.

Sue Schinkten made a motion to approve the Board of Park Commissioner's minutes from the August 16, 2018 meeting, seconded by Aldersperson Lueck. Upon vote, the motion passed unanimously with a 5-0 vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Schinkten, Board Member
SECONDER:	Larry Lueck, Aldersperson
AYES:	Jennings, Lueck, Brown, Schinkten, Volpano
ABSENT:	Dean Raasch
EXCUSED:	Randy Soquet

2. Approve \$2,500 Donation from Wal*Mart for Tables & Furniture*

Bill Volpano made a motion to accept a \$2,500 donation from Wal-mart for tables and furniture at the Community Center, seconded by Sue Schinkten. Upon vote, the motion passed unanimously with a 5-0 vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Volpano, Board Member
SECONDER:	Sue Schinkten, Board Member
AYES:	Jennings, Lueck, Brown, Schinkten, Volpano
ABSENT:	Dean Raasch
EXCUSED:	Randy Soquet

3. Approve \$500 Donation from De Pere Optimist Club for Past Easter Egg Hunt.*

Sue Schinkten made a motion to accept a \$500 donation from the De Pere Optimist Club for the past Easter Egg Hunt, seconded by Aldersperson Jennings. Upon vote, the motion passed unanimously with a 5-0 vote.

Attachment: Draft Minutes 9-20-18 (7501 : Approve Board of Park Commissioners Minutes from the September 20, 2018 Meeting.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Schinkten, Board Member
SECONDER:	Ryan Jennings, Alderperson
AYES:	Jennings, Lueck, Brown, Schinkten, Volpano
ABSENT:	Dean Raasch
EXCUSED:	Randy Soquet

4. Approval to Accept Tree Donation from the GB Packers, WDNR, GB Packaging, WPS & SCA.*

Alderperson Jennings made a motion to accept a tree donation from the Green Bay Packers, WDNR, Green Bay Packaging, WPS and SCA, seconded by Bill Volpano. Upon vote, the motion passed unanimously with a 5-0 vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ryan Jennings, Alderperson
SECONDER:	Bill Volpano, Board Member
AYES:	Jennings, Lueck, Brown, Schinkten, Volpano
ABSENT:	Dean Raasch
EXCUSED:	Randy Soquet

5. Consider Grant Application to WDNR for Forestry Inventory.*

Due to the application deadline the grant application was approved, contingent on the Board of Park Commissioner's approval, at the September 18, 2018 Common Council meeting.

Alderperson Lueck made a motion to approve the grant application to the WDNR for forestry inventory, seconded by Sue Schinkten. Upon vote, the motion passed unanimously with a 5-0 vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Larry Lueck, Alderperson
SECONDER:	Sue Schinkten, Board Member
AYES:	Jennings, Lueck, Brown, Schinkten, Volpano
ABSENT:	Dean Raasch
EXCUSED:	Randy Soquet

6. Consider installation of VFW Playground.

Marty Kosobucki gave a summary of the playground at VFW Park, stating the location of the playground was postponed until the location of the aquatic center was confirmed. With the delay in the aquatic center and the age of the existing playground equipment, staff recommends moving forward and requesting new proposals for the playground, with construction to be in the spring or summer.

Discussion followed.

George Brown questioned the location relative to the hockey rink and the timing of the proposals.

Bill Volpano made a motion to move forward with the VFW playground, seconded by Sue Schinkten. Upon vote, the motion passed unanimously with a 5-0 vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Volpano, Board Member
SECONDER:	Sue Schinkten, Board Member
AYES:	Jennings, Lueck, Brown, Schinkten, Volpano
ABSENT:	Dean Raasch
EXCUSED:	Randy Soquet

7. Consider Riparian Rights Agreement for Habitat Restoration off Voyageur Park.*

Randy and William Soquet arrived to the meeting at 6:40 pm.

Marty Kosobucki gave a summary of the agreement for habitat restoration by Voyageur Park. There were some concerns with the wording of the agreement that states the city is responsible for future maintenance and repairs if needed. The WDNR and Foth and Van Dyke are willing to remove this wording from the agreement and replace it with language that implies the city will provide support with the maintenance and repairs.

Discussion followed.

Aldersperson Jennings commented on concerns with boaters not seeing the structures.

Bill Volpano commented on them being a boating hindrance.

Sue Schinkten questioned the timing of the project.

Aldersperson Jennings made a motion to approve the agreement with the understanding that the responsibility for future maintenance or repair of the habitat structures is removed and replaced with something that puts De Pere in a supporting role, seconded by Aldersperson Lueck. Upon vote, the motion passed unanimously with a 6-0 vote.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Ryan Jennings, Aldersperson
SECONDER:	Larry Lueck, Aldersperson
AYES:	Jennings, Lueck, Brown, Schinkten, Soquet, Volpano
ABSENT:	Dean Raasch

III. Discussion Item

1. Discuss VFW Pool damage and options to consider.

Marty Kosobucki explained the damage that occurred to the VFW pool, stating that when staff was emptying the pool for the season, the diving well pushed out of the ground. It appears excess groundwater is what caused the problems, but we have no idea where the excess groundwater came from. There hasn't been any excess water loss for the year and it has been very dry throughout the summer. There have been a couple of contractors that inspected the pool and it is estimated the repairs would be between \$700,000-\$800,000.

With the binding referendum in November, staff would recommend that no decision is made on repairs, until the results of the referendum are in.

Discussion followed.

George Brown questioned the amount for the repairs.

Bill Volpano questioned the time frame of building an aquatic center if the referendum passes.

Randy Soquet questioned the time frame of repairing pool.

George Brown recommends waiting until after the November referendum to make any decisions.

Sue Schinkten agrees with the recommendation of waiting to make any decisions until after the referendum.

Alderson Jennings commented on the time frame and costs of the deconstruction of the pool.

Alderson Lueck recommended that staff starts planning that there will not be a pool at VFW next year.

Randy Soquet made a motion to open the meeting for public comment at 7:00 pm, seconded by Sue Schinkten. Upon vote, the motion passed unanimously with a 6-0 vote.

Ken Hutjens, a member of The Save Legion Pool committee, stated the committee agrees with waiting until after the referendum to make any decisions. Also, instead of making repairs, the committee recommends to start getting into the redesign and rebuild of the pools.

Sue Schinkten made a motion to return to regular order at 7:03 pm, seconded by Alderson Jennings. Upon vote, the motion passed unanimously with a 6-0 vote.

RESULT:	DISCUSSED
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2. Discuss proposal of implementing a Beer Garden at Voyageur Park.

Alderson Nelson gave a presentation on beer gardens and stated that he feels a beer garden would be a great way to bring people to Voyageur Park. Beer gardens create a sense of community, with large picnic tables to sit with neighbors and friends and enjoy the park. Some objectives of the cultural district plan were to get more foot traffic downtown by connecting the river and Voyageur Park to Broadway Street, and to come up with creative incentives to get businesses to locate downtown. A beer garden could be a great way to accomplish these objectives. Alderson Nelson is looking for park board approval for staff to research beer gardens and what changes would be needed. Discussion followed.

George Brown questioned the operations of the beer gardens.

Sue Schinkten questioned liquor licenses for the city and if bar owners would be opposed.

Alderson Lueck feels this is a great idea and is completely supportive of investigating it further.

Bill Volpano questioned the type of structure that would be needed.

Sue Schinkten questioned what impact a beer garden at Voyageur Park would have on the community stage.

Alderson Jennings feels this is a great proposal, but questioned the location at Voyageur Park and if it would draw people away from downtown. He feels that a traveling beer garden for use in multiple parks would be better.

George Brown feels it is a great idea to explore.

RESULT:	DISCUSSED
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IV. Staff Updates

1. Update on request to WDNR related to extending the Fish Wildlife Refuge period.

Marty Kosobucki stated that the WDNR is moving forward with recommending extending the fish refuge period, however changes in the guidelines will not happen until after the conservation congress meets in the spring.

RESULT:	DISCUSSED
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2. Donation of Pool Table Supplies & \$200 Donation from Men's Club for past Easter Egg Hunt

RESULT:	DISCUSSED
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V. Future Agenda Items

Alderperson Lueck wanted a update on the lighted tennis courts at De Pere High School.

VI. Public Comment Period

The meeting was opened to public comment, at the start of the meeting, at 6:33 pm by Sue Schinkten, seconded by Bill Volpano. Upon vote, the motion passed unanimously with a 5-0 vote. George Hull spoke regarding the problem with goose poop at the Brown County Fairground boat launch. A packet of information containing possible solutions to the problem was provided to the Park Department.

Sue Schinkten made a motion to return to regular order at 6:35 pm, seconded by Alderperson Jennings. Upon vote, the motion passed unanimously with a 5-0 vote.

Public comment was opened again at 7:15 pm.

Marty Kosobucki gave an update on the tennis court lighting at De Pere High School, stating it went out for bids and all the bids came in very high. A decision has to be made if they are going to continue fundraising or return the money.

Marty Kosobucki gave an update on the pickleball courts stating the courts have been paved, but we have to wait 30 days before the color coating can be applied. The courts probably won't be ready until spring.

VII. Adjournment

Randy Soquet made a motion to adjourn the meeting at 7:15 pm, seconded by Sue Schinkten. Upon vote, the motion passed unanimously with a 6-0 vote.

Respectfully submitted,
Grace Lahtela

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 18, 2018

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Review and approve provisions for a Lease Agreement amendment with Brown County Ice Managment.

Recently the City just approved emergency funding to repair the Chiller Plant at the De Pere Ice Arena.

As part of the discussion, the City Council would like the Board of Park Commissioners to consider amending the current lease agreement with Brown County Ice Management (BCIM) to implement a surcharge on all ice rentals. This surcharge would first go to funding the cash reserves used to repair the chiller plant. Once the debt has been paid off, the surcharge would then be redirected into the Ice Arena Fund for future repairs.

Currently, BCIM charges \$175/hour for prime time hours. In comparison, the Cornerstone Community Center Ice Arena charges \$209/hour. By implementing a \$20-30 surcharge, we are still very competitive with the other local ice rinks.

I have included bullet points to consider in revising the lease agreement with BCIM.

ATTACHMENTS:

- Lease Agreement.amendment notes (DOCX)

Lease Agreement – Third Amendment

- Extension to 2023.
 - The current lease is set to expire in 2020. Adding an additional three years takes us five years out. Five years is also the range that is needed for BCIM to get a payback on lights if they decide to change them.
- BCIM shall include a surcharge on all ice rentals, which shall be paid to the City of De Pere on a monthly basis.
 - The surcharge will be gradually implemented over three years.
 - Upon approval of the agreement, a \$20/hour surcharge will be implemented immediately.
 - In September of 2018, the surcharge shall increase to \$25/hour.
 - In September of 2019, the surcharge shall increase to \$30/hour.
 - This surcharge will initially go to refunding the City of De Pere and the money used from undesignated reserves to pay for the repair of the Chiller Plant in 2018.
 - Upon the debt being paid off for the Chiller Plant repair the surcharge shall be directed to the Ice Arena Fund, which is used to assist in capital improvements for the Ice Arena.
- BCIM shall provide a monthly statement of rented hours of ice to the Department of Parks, Recreation and Forestry Department. Upon receiving the monthly statement, the Park Department shall invoice Brown County Ice Management for the monthly ice charges applicable to the City of De Pere.
- The hourly surcharge on ice rental does not impact and/or void the Management Fee identified in the original agreement.
- The surcharge shall be applied to all rentals, with the following exceptions;
 - Open skate events sponsored by Brown County Ice Management and required by the City of De Pere in the lease agreement.
 - Any events/programs that have received a waiver from the Board of Park Commissioners of the City of De Pere.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 18, 2018

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Approve working with Brown County Extension to establish a community garden.

Recently the De Pere Lions Club, Brown County Extension Office, and our department met to cooperatively working to establish a community garden. The Lions Club has offered to help fund start up costs, the Brown County Extension Office has indicated they are willing to physically run the program, and the City of De Pere would provide the land and some staffing resources to help with maintaining the site.

After meeting, staff from BCEO investigated several sites throughout the City. Some of the sites investigated were Lions Trailside Park, Patriot Park, and Samantha Park. An actual site has yet to be selected as there are some PH issues at each of the sites and need to be worked through with staff.

While the goal is to have 2-3 locations of community gardens throughout the City, I would suggest we target and focus on implementing one site for 2018 with additional sites to follow. At this point, I would suggest the Park Board approve suitable locations and then have staff and BCOE determine the best location to start the pilot site.

If approved, the issue would be forwarded to our City Attorney's office for development of an agreement. Once an agreement would be developed, the issue would then go to City Council for consideration.

Staff Recommendation: We have talked a fair amount about Community Gardens over the years, but the topic never seem to gain momentum. Now that we have a service group interested and BCOE interested, I believe the time is right to move forward with this offering.

ATTACHMENTS:

- De Pere Garden Proposal (DOCX)



Brown County UW-Extension Office
 Agriculture & Extension Service Center
 210 Museum Pl
 Green Bay, WI 54303
 920-391-4610
 920-391-4617 (fax)
www.browncountyextension.org

October 8, 2018

To Whom It May Concern:

The enclosed proposal explores the possibility of a partnership among the City of De Pere, the De Pere Lions Club, and the Brown County UW-Extension Community Gardens Program, with the purpose of establishing a community garden in a City of De Pere park, beginning in the 2019 growing season. The Community Gardens Program currently offers over 340 garden plots at 10 community locations in Brown County. However, none of the existing gardens are located in De Pere, and there have been requests from community members to expand the program to this area. In late 2017, the De Pere Lions Club approached the Community Gardens Program about the possibility of funding such a garden, which led to an investigation of possible garden sites. The Community Gardens Program does not own any of its gardens' land, but instead uses parcels by forming agreements with local landowners that allow the program to use the space during the growing season. A number of the program's Green Bay community gardens are located on city-owned land, and because of this we approached the City of De Pere about the possibility of available land. In reviewing the De Pere area, we worked with Parks, Recreation, and Forestry staff to identify a number of possible locations and selected a few potential garden sites.

As detailed in the following proposal, opening a community garden within the City of De Pere is a promising opportunity that would benefit the City of De Pere, while also providing Brown County residents space to grow healthy, affordable and culturally appropriate food. Please contact me with any questions you may have. Thank you for your time and for your consideration of this request for partnership.

Sincerely,

Margaret Franchino
 Community Garden Coordinator
 (920) 391-4660
browncountycommunitygardens@gmail.com



The University of Wisconsin Extension provides affirmative action and equal opportunity in education, programming and employment for all qualified persons regardless of race, color, gender/sex, creed, disability, religion, national origin, ancestry, age, sexual orientation, pregnancy, marital or parental, arrest or conviction record or veteran status.

Attachment: De Pere Garden Proposal (7514 : Approve working with Brown County Extension to establish a community garden.)

Program Summary:

Since 1996, the Brown County UW-Extension Community Gardens Program has provided garden space and logistical assistance to county residents, empowering them to grow affordable, nutritious, and culturally appropriate food. Started as a program to increase food security and decrease hunger in Brown County, the program continues to focus on these goals, with over 70 percent of current participants being of low or moderate income. Any community member is eligible to rent the program's low-cost plots for the growing season, on which they can plant, grow, and harvest produce. Most participating gardeners consume their produce, although some gardeners donate produce to food pantries or sell it as an income source. The program is particularly valuable to many of its immigrant gardeners, as it offers them the opportunity to grow culturally appropriate produce that may be difficult to find locally, especially in some gardens' neighborhoods, where convenience stores serve as major grocery suppliers. The program currently offers over 340 rental garden plots at 10 community location in Brown County. A USDA formula calculates gardeners produced nearly \$300,000 worth of produce in 2017.¹

Additionally, the Community Gardens Program provides educational and other gardening opportunities to the community. These activities focus on promoting long-term healthy lifestyles to improve quality of life. Opportunities include community events, as well as gardening programs and classes for youth in the City of Green Bay's Summer Parks Program, with the goal of fostering positive lifelong habits. Since 2016, the program has also offered a youth farmers' market program. With this program, which fills an identified programming gap for teens, the Community Gardens Program helps participants grow multidisciplinary life skills including horticulture, marketing, business, and nutrition knowledge, which are applied in running their own farmers' market stall. In 2018, the program partnered with Brown County Human Services, Court Appointed Special Advocates (CASA), and Advocates for Healthy Transitional Living to offer this program to at-risk teens.

Since 2017, the program has further partnered with the Green Bay Packers on two initiatives: a veterans' garden and a produce donation program. The vets' garden, which is also a partnership with the Green Bay Vet Center, offers local veterans a space for growing and healing. Through Planting for a Purpose, the second initiative, local growers are encouraged to donate excess produce to food pantries, to fill an unmet need for more fresh produce for pantry clients.

Lastly, since 2014, the Community Gardens Program has partnered with the local nonprofit New Leaf Foods and a number of community volunteers to hold an annual Green Bay Garden Blitz. This initiative empowers people to grow their own food and be part of a sustainable urban agricultural system by selling, building, and installing raised garden beds in the community. To date, the program has placed 547 garden beds at schools, businesses, nonprofits, and individual homes throughout the Green Bay area. The Community Gardens Program focuses on overseeing a garden mentorship program for the Blitz that supports new gardeners through their first growing seasons.

With its diverse, far-reaching efforts, the Brown County UW-Extension Community Gardens Program offers services that play a critical role in creating a healthier, more sustainable, and connected community.

Community Need:

In the past five years, the Community Gardens Program has nearly doubled in size, to now include more than 340 garden plots serving over 200 families in the Brown County community. In 2018, all plowed community garden plots were rented, and community members continue to request multiple acres of additional gardening space to meet their needs. Given this demand, the Community Gardens Program works to maintain existing garden space as well as continues to seek more land to develop additional gardens, as providing community members space to grow their own food offers

¹ Goldstein, Libby J. "Formula for Determining the Value of Crops Produced in Community Gardens." *Urban Agriculture Notes*. City Farmer, 24 May 1998, www.cityfarmer.org/valuecrops.html. Accessed 21 Sept 2015.

countless community benefits.

Few initiatives address such a broad spectrum of issues as do community gardens. By turning an unused piece of land into a space where neighbors come together and grow their own fresh produce, communities of all sizes across the world are seeing comprehensive societal improvements, ranging from increased food security and community connectivity to better sustainability and health. Gardeners and community members in Brown County have found the same far-reaching benefits through the Brown County UW-Extension Community Gardens Program.

The 2016 Leading Indicators for Excellence (LIFE) Study labeled 66 percent of Brown County adults overweight or obese.² Access to fresh produce and increased exercise are vital in obesity and overweight prevention and reduction, and gardening offers both. Of responding 2017 Brown County UW-Extension Community Gardens Program gardeners, 88 percent reported that participating in the program increased their fruit and vegetable intake, and 92 percent reported being more physically active, indicating the program's effectiveness in addressing this concern.

Additionally, the health benefits of increased fruit and vegetable availability are of particular importance to the low-income population, which often has less access to fresh produce due to variables including lack of transportation and financial limitations. The USDA reports that "a lack of access to fresh, healthy foods can contribute to poor diets and higher levels of obesity and other diet-related diseases."³ Poor health, in turn, helps to perpetuate the cycle of poverty. As a recent joint report from the World Health Organization and World Bank explains, "as good health is crucial to protect the family from poverty, so better health is central to poverty reduction."⁴ As over 70 percent of the program's community gardeners are of low-to-moderate income, the program plays a significant role in impacting the community's health in a way that supports self-sufficiency.

Not only do community gardens improve physical health, but they also offer mental health benefits. Numerous studies show gardening's mental health impact, ranging from mood improvement to stress reduction.⁵ In fact, 71 percent of responding Community Gardens Program gardeners agreed that participating in the program in 2017 reduced their overall stress. As understanding of the vital importance of mental health grows, so too must measures to support it.

Benefits, both for participating gardeners and the community as a whole, extend beyond health as well. Community gardens help to create more connected, safe, and appealing neighborhoods. According to the Centers for Disease Control and Prevention, community gardens can improve neighbors' connectivity and lessen conflict.⁶ Community gardens offer a place for people of diverse backgrounds to come together and learn from each other. In the Brown County UW-Extension Community Gardens, ethnicity is a major component of gardeners' diversity: Gardeners include Hmong, Caucasian, African American, Russian, and Mexican community members, among others. Gardeners work together and share gardening advice and ideas with their diverse gardening neighbors. Further research shows gardens may also increase area property values⁷ and enhance neighborhood pride.⁸

² Warner, Lora, et al. *LIFE Study Brown County. 2016 Brown County LIFE Study*, 2016, pp.44, www.lifestudy.info/wp-content/uploads/2017/01/2016-LIFE-Study-Full-Report.pdf. Accessed 25 July 2018.

³ "Healthy Food Access." *Know Your Farmer, Know Your Food Compass*. United States Department of Agriculture, 17 July 2012, pp.56, www.usda.gov/sites/default/files/documents/KYFCompass.pdf . Accessed 27 May 2016.

⁴ Kern, Ann and Jo Ritzen. *Dying for Change: Poor People's Experience of Health and Ill-Health*. World Bank, n.d, pp.2, documents.worldbank.org/curated/en/123521468332446432/pdf/331250ENGLISH0Dying0for0change.pdf. Accessed 1 June 2016.

⁵ Chaker, Anne Marie. "When Treatment Involves Dirty Fingernails." *Wall Street Journal* 6 April 2010, www.wsj.com/articles/SB10001424052702304620304575165831058222608. Accessed 11 Dec. 2014.

⁶ "Community Gardens." *Centers for Disease Control and Prevention*. Centers for Disease Control and Prevention, 3 June 2010, www.cdc.gov/healthypplaces/healthtopics/healthyfood/community.htm. Accessed 11 Dec. 2014.

⁷ Voicu, Ioan and Vicki Been. "The Effect of Community Gardens on Neighborhood Property Value." *American Real Estate and*

Lastly, community gardens help to enhance overall community sustainability and beauty. With many of the Community Gardens Program's gardeners living within walking distance of their plots, community gardens can reduce the distance that food travels to reach consumers from its current unsustainable average of 1,500 miles to just a few blocks.⁹ In addition, gardens fill vacant lots with attractive and environmentally friendly community assets.

Brown County UW-Extension is a depended-upon Brown County resource, working to apply university research, knowledge, and resources to meet county residents' educational needs. As a Brown County UW-Extension program, the Community Gardens Program has a well-established and recognized presence in the local community. Not only does it have hundreds of program participants and volunteers, but it also has long-standing relationships with a number of City and County departments and programs, and with other community organizations. By partnering with the Community Gardens Program, the City of De Pere joins these groups in a commitment to improving quality of life in Brown County by offering gardening space for all.

Partnership Details:

The Community Gardens Program does not own any of its gardens' land, but instead forms agreements with local landowners to develop unused parcels into community gardens. A partnership with the City of De Pere would allow the Community Gardens Program to develop such a garden while the City of De Pere would retain ownership of the land. This shared use prompts a number of questions about land oversight and responsibilities, and the below attempts to address some of these points. If the partnership continues to move forward, exact details and responsibilities would be determined at that time.

Garden location: The Community Gardens Program is working with the City of De Pere Parks, Recreation and Forestry Department to identify a garden location within a City park. Extension is currently analyzing soil quality, along with accessibility and other site features, to make a site recommendation.

Water: Each of the program's community gardens offers onsite water. How this looks varies from garden to garden, based on the garden's proximity to other resources. If possible, gardeners access water directly at the side of a building. If this is not possible, water is made available in a large water tank, filled by connecting to a fire hydrant, running a hose from a building, or else trucking water in from a different location. The City of De Pere would be asked to either assist with filling tanks or provide a fire hydrant key to do so. The Community Gardens Program would cover water costs.

Garden tools and materials: Program gardeners are responsible for providing their own tools and plants, though UW-Extension does typically provide a limited number of free plants and seeds to registered gardeners. Gardeners are also responsible for fencing in their own plots, if desired, to keep wildlife out of their gardens. They then removed these fences at the end of each growing season.

Liability: For each garden site, Brown County's Corporation Counsel writes a land-use memorandum of understanding. This agreement covers liability and other pertinent details. The landowner reviews the document and makes any changes,

Urban Economics Association 36.2 (2008):241-283, Wiley Online Library, onlinelibrary.wiley.com/doi/10.1111/j.1540-6229.2008.00213.x. Accessed 16 Dec. 2014.

⁸ "Community Gardens." *County Health Rankings & Roadmaps*. County Health Rankings, 15 Jan 2014, www.countyhealthrankings.org/take-action-to-improve-health/what-works-for-health/policies/community-gardens. Accessed 16 Dec. 2014.

⁹ "How Far Does Your Food Travel to Get to Your Plate?" *CUESA*. Center for Urban Education about Sustainable Agriculture, n.d., cuesa.org/learn/how-far-does-your-food-travel-get-your-plate. Accessed 11 Dec. 2014.

and then both parties sign the agreement. We would be happy to share examples of these agreements, including ones covering other government-owned land.

Tilling/Plowing: As most program gardeners do not have access to equipment to prepare soil, the Community Gardens Program arranges the tilling or plowing each of its garden sites. The City of Green Bay plows all the community gardens located within Green Bay city limits, and volunteers plow the remaining three sites. The City of De Pere would be asked to help with tilling/plowing and Parks, Recreation, and Forestry staff have indicated this would be a possibility.

Funding: In 2017, the De Pere Lions Club approached Brown County UW-Extension Community Gardens Program about the possibility of funding a community garden in De Pere. The Community Gardens Program estimates garden start-up costs, including a water tank and platform, shed, bulletin board, and soil amendments to be about \$3,000-\$3,500, and the Lions Club has agreed to fund these items. The Community Gardens Program will pay for any additional expenses out of garden plot rental fees, which currently range from \$10 to \$45 for the season per plot, depending on plot size.

Garden Size: Current program garden plots range in size from 4'x8' to 50'x50', with the most common plot size being 20'x20'. We are currently surveying gardeners to find out plot size interest, but would anticipate plots will be at least 10'x20' and most likely larger. The total number of plots would also vary based on land availability and community interest.

Vandalism: Vandalism is, unfortunately, an occasional problem in community gardens. Within the City of Green Bay, gardeners are alerted to the correct procedure to follow in case of vandalism (notifying the nonemergency police and the garden coordinator), and the garden coordinator files a police report and posts signs around the garden to increase awareness and decrease incidents of vandalism. The Community Gardens Program would work with the City of De Pere to establish a preferred procedure for the De Pere garden.

Oversight: Landowners' involvement in garden oversight varies from garden to garden, and exact details of responsibilities would have to be determined as the partnership was finalized. However, the below summarizes some typical responsibilities of UW-Extension and its volunteers.

UW-Extension roles may include:

- Recruiting gardeners
- Processing gardener plot registration and assigning plots
- Securing any needed garden funding (in partnership with the Lions Club, in this case)
- Scheduling and overseeing volunteer groups for garden maintenance
- Holding community garden events for gardeners
- Communicating regularly with gardeners, via mail, phone, and email
- Contacting gardeners to address garden issues
- Holding monthly program oversight meetings
- Monitoring plots for overgrown and/or abandoned plots and pesticide use
- Overseeing end-of-season plot cleanup and preparations for winter

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 18, 2018

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consider policy change for renting fields to private user groups.

We recently received a request from Impact Sports Academy to rent available diamond space in 2019. Impact Sports Academy is a select baseball program serving the area which is owned by Jason Berken and headquartered in the Town of Lawrence.

Our current policies are not designed for outside user groups to rent our ball fields during the week. The current policy we follow requires a \$125/day charge for outside groups. This fee is designed really for groups running tournaments on weekends as they can utilize the diamond throughout the day. The request from Impact Sports Academy is to rent a diamond(s) during the week which would make a \$125/day charge difficult to manage and/or justify for them.

In checking with the Village of Ashwaubenon, they charge \$15/hour for rental of their ball diamonds to outside users. In addition, if the entity rents a block of time the Village has the latitude to offer a 20% discount to the renter bringing the actual cost to \$12/hour.

While the department's mission and goal is and should be to serve City of De Pere residents and the programs that base themselves within the City (ie. De Pere Baseball, De Pere Girls Softball, etc...). I do believe the City should consider establishing a fee that is conducive for outside user groups to rent our facilities during the week when available, after we have satisfied the needs of our local/home town programs.

As an example I have illustrated the following. It is my understanding in talking with the president of De Pere Baseball that the practice field at Southwest Park was virtually unused in 2018. Had we rented this field out two days a week at 3 hours a day for 14 weeks (assuming a \$12/hour charge), we could have obtained an additional \$1,000 in revenue for the City.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 18, 2018

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consider ordinance changes to allow for Beer Gardens.

While investigating the possibility of hosting/offering a Beer Garden at our parks, we determined the various steps to take so that a Beer Garden can occur legally. I have outlined the details of two ordinance changes we need to make so that we can legally offer Beer Gardens either by our staff or by contracted entity.

ATTACHMENTS:

- Beer Garden Summary (DOCX)

Beer Garden Summary

The following information includes the various steps we need to pursue in offering and/or hosting a Beer Garden in De Pere.

Beer Garden ran by the City of De Pere

- City will need to pass ordinance allowing City employees to sell beer.
- City does not need a permit to sell beer.
- There is currently a process in place to allow for Food Trucks in our parks.
- Recommended the City requires whoever is selling beer has a “bartenders license”, and offer to pay for license.

Beer Garden ran by a contracted service

- Would need to change ordinance to allow for selling of beer by a private vendor. Currently, we do not allow a private service to sell beer in the parks.
- Contracted service would need to obtain beer permit.
- Nothing needs to be done to allow Food Trucks into the event. Food Trucks would need to follow the vendor permit process we have in place.
- Recommended to go out for Request for Proposals to vendors/contractors for running of the Beer Garden.

Beer Garden ran by not for profit group

- They would be treated similar to a contracted service.
 - o Need to change ordinance to allow for selling of beer in our parks. (While a not for profit would be able to accomplish selling beer through a picnic license and special event process, there are limitations with this process.)
 - o Not for Profit would need to obtain beer license.
 - o If we would pursue this route, it would be recommended to discuss the concept with our various not for profits and see who is interested. If more than one is interested, we would need to obtain proposals from them.

Staff Recommendation:

Pass ordinance allowing for City staff to sell beer. Pass ordinance allowing the private selling of beer within our parks under the umbrella of a Beer Garden special event type activity.

Next Steps:

Staff is investigating budgets/costs of running a Beer Garden. Staff would likely bring a proposal to the Park Board in November to implement a pilot program for 2019 which would be ran/led by City Staff.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 18, 2018

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consider developing ordinance to restrict fishing from the Riverwalk.

As the popularity of our Riverwalk has grown, so have a handful of issues that we should consider addressing. One issue that has continued to escalate is fishing from the Riverwalk. While the "fish refuge" classification prohibits fishing south of the power lines until May 1, we continue to have an increase of people attempting to fish south of the power lines and from the Riverwalk after May 1. We have posted signs that say "No Fishing from Riverwalk" in key locations, however this has not prevented people from fishing. In discussing the enforcement of the "No Fishing" restriction, our Police Department has identified we must develop an ordinance and post accordingly in order for them to effectively enforce the restriction.

If you believe an ordinance should be drafted, the item would be sent to our City Attorney's office. Upon drafting an applicable ordinance the item would then be forwarded to City Council for consideration.

Staff Recommendation: Approve developing an ordinance the restricts fishing from the Riverwalk.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 18, 2018

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: De Pere Ice Arena chiller repair update

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 18, 2018

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Update on status of Legion Tennis/Pickle Ball Courts

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 18, 2018

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Southwest Park Playground status

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 18, 2018

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: 2019 Budget update
