



Board of Park Commissioners

Regular Meeting

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

Agenda

Thursday, October 15, 2020

6:30 PM

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 15, 2020** at **6:30 PM**.

Due to the current public health emergency, the meeting will be held electronically and the public may attend this meeting electronically or telephonically by accessing either:

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 WILL NOT BE HELD IN PERSON.

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 www.depere.tv.

I. Call to Order

1. Roll Call

II. Action Items

1. Approve Board of Park Commissioners Minutes from the September 17, 2020 Meeting.
2. Recommendation and Possible Action to Approve 2020 Brown County Ice Management Financial Statements.
3. Recommendation and Possible Action to Cancel the Adult Basketball League for 2020-2021 season.
4. Consideration and Possible Action on Selection of the Voyageur Park Multi-Use Facility Interior Layout and Design.
5. Consideration and Possible Action to Approve Change in Fencing Materials for VFW Aquatic Facility.
6. Consideration and Possible Action to Change Pool Membership Policy of Charging for Additional Family Members Above a Family of Five.*

III. Staff Updates

1. Donation from De Pere Baseball to Improve Gandrud Field at Southwest Park.
2. Staff update on status of 2021 Budget Proposal.
3. Status Report on the Progress of Legion Restroom Building.
4. Staff Update on Progress of VFW Aquatic Facility.

IV. Future Agenda Items

V. 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 High School
District
Pink Flamingos
Jason Hale, Sommerville
Don Chilson, Brown County Ice Mgmt.

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

Lydia McMorrow, Teen Advisor
Rustin Schwandt, Sommerville
Pat Skalecki, Graef
Max Rango, Immel

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 15, 2020

DEPARTMENT: Parks, Recreation & Forestry

FROM: Grace Lahtela

SUBJECT: Approve Board of Park Commissioners Minutes from the September 17, 2020 Meeting.

ATTACHMENTS:

- Draft Minutes 9-17-2020 (PDF)



Board of Park Commissioners

Regular Meeting

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

Draft Minutes

Thursday, September 17, 2020

6:30 PM

I. Call to Order

The meeting was called to order at 6:30 PM by Board Member Randy Soquet

Attendee Name	Title	Status	Arrived
Casey Nelson	Aldersperson	Present	
Melissa Thiel Collar	Board Member	Present	
Ryan Jennings	Board Member	Absent	
Rick Klinkenberg	Board Member	Present	
Amy Chandik Kunding	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Randy Soquet	Board Member	Present	
Lydia McMorro	Teen Advisor	Present	
Christopher Soquet	Teen Advisor	Excused	

Others present: Marty Kosobucki, Director of Parks, Recreation and Forestry, Paula Rahn, Recreation Superintendent, John McDonald, Recreation Supervisor, Grace Lahtela, Administrative Assistant, Jason Hale and Rustin Schwandt of Somerville.

II. Action Items

1. Approve Board of Park Commissioners Minutes from the August 20, 2020 Meeting.

Aldersperson Raasch moved to approve the Board of Park Commissioners minutes from the August 20, 2020 meeting, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Aldersperson
SECONDER:	Ryan Jennings, Board Member
AYES:	Nelson, Thiel Collar, Jennings, Klinkenberg, Kunding, Raasch, Soquet

2. Consideration and Approval to Accept \$250 Donation from Pink Flamingos to the Recreation Scholarship Fund*

Aldersperson Chandik-Kunding moved to accept a \$250 donation from the Pink Flamingos to the Recreation Scholarship Fund, seconded by Melissa Thiel-Collar. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Chandik Kunding, Aldersperson
SECONDER:	Melissa Thiel Collar, Board Member
AYES:	Nelson, Thiel Collar, Klinkenberg, Kunding, Raasch, Soquet
ABSENT:	Ryan Jennings

3. Consideration and Recommendation of Membership Rates for De Pere Pool Facilities in 2021.*

Marty Kosobucki, Director of Parks, Recreation and Forestry gave a summary of local NE Wisconsin pool membership and day pass rates that were obtained. There are three

different options that were compiled for the pools in 2021. With VFW being drastically different than Legion, we thought that there should be a lower cost for residents that want to use Legion Pool only. Option 1 is to have a separate membership rate for Legion Pool and a membership rate for the use of both pools. This option also allows for a lower day pass fee for Legion. Option 2 is to have separate membership rates for VFW and Legion Pools, but have the same day pass rate. Option 3 is to have the same membership rate for both pools. Option 1 as presented is slightly different than the one in the packet. All options have a high non-resident rate because neighboring communities have been asked to participate in an aquatic center and they have not been willing to help partner with the project. Staff recommendation would be to go with Option 1 as presented, not what is in the packet.

Melissa Thiel-Collar questioned if Green Bay has different rates for the Resch Center and their neighborhood pools.

John McDonald, Recreation Supervisor, stated that Green Bay has one membership fee for all pools, but runs different specials and rates for different activities.

Alderpersion Raasch moved to approve Option 1 for membership rates for the De Pere Pool facilities in 2021 as presented by staff, seconded by Alderpersion Nelson. Discussion followed.

Randy Soquet commented that he reached out to pool users and stated the residents felt that it was a large jump going from \$70 to \$110, and with the referendum the residents are already being taxed for the pool.

Alderpersion Raasch feels that the fees presented are reasonable for the facilities that will be available.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that De Pere is the only local community of its size that has two pools and the proposed rates are very comparable to other local municipalities.

Ryan Jennings agrees that non-residents should pay extra, and questioned how many individual are included in a family membership.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that a family membership is up to 5 individuals and each additional membership would be \$6 per person.

Ryan Jennings suggested the possibility of approving Option 1, but eliminate family size.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that family size is approved in policy, not stipulated in the membership rates. With Park Board recommendation, changing the family size for pool memberships could be brought back as a policy change.

Alderpersion Chandik-Kundinger questioned if there are any type of scholarships or assistance that families can get for memberships.

Marty Kosobucki, Director of Parks, Recreation and Forestry explained that around 75% of the Recreation Scholarship funds given are for family pool memberships.

Upon vote, the above motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Soquet, Board Member
SECONDER:	Casey Nelson, Alderpersion
AYES:	Nelson, Thiel Collar, Klinkenberg, Kundinger, Raasch, Soquet
ABSENT:	Ryan Jennings

III. Presentations

1. Presentation of Survey Results for Multi-Use Facility at Voyageur Park from Somerville.
Jason Hale and Rustin Schwandt from Somerville gave a detailed presentation of concepts for the Voyageur Park multi-use building. The presentation focused on the online survey results; results of the pdf photo survey; and a summary and analysis from the results of both surveys.

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

IV. Discussion Items

1. Discussion with Somerville Consultants on Concepts and Location for Multi-Use Facility at Voyageur Park.

An in-depth discussion with Somerville regarding concepts and location of the multi-purpose building at Voyageur Park followed.

Alderperson Chandik-Kundinger questioned the size of the rooms and recommends a location of the building where the playground was still in view.

Marty Kosobucki, Director of Parks, Recreation and Forestry discussed the location of the facility. He stated from a staff standpoint, the location should be as convenient for as many facets of the park as possible. Location A, as proposed in the presentation, probably does the best at that. Also, for the building to be as multi-use as possible, the uniqueness of the bowl should be utilized in some capacity. Although garage doors did not receive a high ranking on the survey, staff would recommend large doors on the facility for use with the beer gardens. This allows the ability for the beer trailer to be backed into the facility.

Alderperson Chandik-Kundinger commented on the functionality, cost savings, and ability to use portable heat lamps versus full heating of the building.

Randy Soquet agrees with the sight location A as being the best choice for the building.

Alderperson Nelson strongly favors putting the building in a location that has a good view of the river, and has concerns of location A due to the trees blocking the view. The river view should be a priority in the location. Looking at the pictures from the survey, he is not in favor of a really large roof, which will blocks the view beyond the building. He would also support a water bottle filling station versus the water fountain.

Randy Soquet agreed with Alderperson Nelson regarding the large roof line and blocking the view at this location.

Ryan Jennings questioned if there are other ways that can enclose the large area without the use of garage doors. Also, to avoid congestion inside the building, it would be a good idea for there to be a concession widow on the side building.

Jason Hale questioned if the room sizes listed are adequate, or if there is a certain position the rooms should be, bowl side or river side.

Randy Soquet commented that the kitchen area seems large and would like to have more space for seating and event space.

Alderperson Nelson questioned if the outdoor seating area would be split in two areas; one overlooking the river and one overlooking the bowl.

Ryan Jennings commented that it might be a good idea to have mobile kitchen furniture that can be utilized or pushed up against the wall when not in use. He is not in favor of providing a PA or sound system.

Randy Soquet questioned if there was a timeline when the initial drawings would be presented to the Park Board.

Jason Hale explained that they will have drawings but together by the next Park Board meeting.

RESULT: DISCUSSED

2. Report on 2020 Fall Recreation Classes

Paula Rahn, Recreation Superintendent provided a report on the 2020 Recreation Classes. In the fall there were 10 classes that were cancelled due to low attendance, with the possibility of an additional two more being cancelled. Overall, there have been 27 programs or classes cancelled in total.

Melissa Thiel-Collar thanked Paula and her staff for the excellent job they did.

Ryan Jennings stated he was impressed with the number of classes that were able to be held.

Marty Kosobucki, Director of Parks, Recreation and Forestry commented that he is super proud of the recreation staff and their ability to figure out a way to offer classes to the public.

Randy Soquet also commented that he is impressed with the number of programs that are running.

RESULT: DISCUSSED

V. Staff Updates

1. VFW Aquatic Facility construction status report.

Marty Kosobucki, Director of Parks, Recreation and Forestry gave an update on the VFW Aquatic Facility. They are pouring the rest of the floor in the main pool, which has 1 million pounds of concrete in just the floor. The walls of the main pool will be poured in the next couple weeks. In the next two to three weeks they are hoping that the bath house will be enclosed and the walls of the mechanical building will be going up. We are trying to take weekly drone shots and doing Facebook live videos during the construction to show residents the progress being made.

RESULT: DISCUSSED

VI. Future Agenda Items

Ryan Jennings requested a discussion about what entitles a family pool pass.

VII. Adjournment

Alderperson Nelson moved to adjourn the meeting at 8:10 pm, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.

Respectfully submitted,
Grace Lahtela



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: October 15, 2020

DEPARTMENT: Parks, Recreation & Forestry

FROM: Grace Lahtela

SUBJECT: Recommendation and Possible Action to Approve 2020 Brown County Ice Management Financial Statments.

ATTACHMENTS:

- De Pere Ice Arena Report October 4 2020 (PDF)
- Balance sheet ending 2020 (PDF)
- 19-20 PL vs PY (PDF)

De Pere Ice Arena Report October 4, 2020

De Pere Ice Arena closed just prior pandemic lock down on March 16th when group size was reduced to 25 or less people. We had several more events schedule yet for the 2019-20season that were cut out due to the lock down that occurred. The Ice Center should begin to open again October 25th, which is about 4 week behind schedule as the youth hockey group has pushed back their start date for the season.

Currently regulations for the ice arena only give us the opportunity to have teams and coaches in the facility. We'll be doing so until such a time we are able to expand to spectators. Live Barn has coverage of events inside the arena on a subscription basis, so parents and spectators will be able to log in to see games with a paid subscription.

While games will not begin for youth hockey until November 14th, we have scheduled a tournament for November 6-8th that could not be held in the Chicago area. That tournament is taking place in Green Bay, DePere, Manitowoc, Marinette, Appleton, Shawano, Sheboygan and Oshkosh, and should have an economic benefit to the lodging that has been hit hard by the pandemic. It will also help out with the losses we'll incur this year as teams are not able to have their full season. WIAA shortened season, St. Norbert College shortened season, and Deacons season is still undecided. Our main users the DePere Youth Hockey Association and Greater Green Bay Figure Skating club will have their typical season with a delayed start. USA Hockey is scheduled to have the National Tournament again here at DePere Ice Arena and Cornerstone at the end of March.

The Electric Zamboni we have not had on site for 8 years, and the batteries are being replaced this season. When purchased we planned that they would need to be replaced in 6-9 years. The Cost for replacement will be approximately \$10,000. We have planned for that, with the former propane powered machine we would typically spend between \$6,000 and \$7,000 per season on fuel and maintenance.

As always if you have any questions about the Arena please feel free to contact me.
Thank you.

Respectfully Submitted,
Don Chilson, Brown County Ice Management
920-403-2000
cornerstoneicecenterdon@gmail.com

De Pere Ice Arena Balance Sheet

2.2.b

As of May 31, 2020

May 31, 20

ASSETS

Current Assets

Checking/Savings

1015 · Nicolet Bank 66,024.74

Total Checking/Savings 66,024.74

Other Current Assets

1300 · Prepaid Expenses 4,240.32

Total Other Current Assets 4,240.32

Total Current Assets 70,265.06

Fixed Assets

1600 · Equipment 79,104.23

1610 · Accumulated Depreciation -74,236.70

Total Fixed Assets 4,867.53

TOTAL ASSETS 75,132.59

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

20000 · Accounts Payable 125.00

Total Accounts Payable 125.00

Other Current Liabilities

2701 · Payable to/(Receivable fr) BCIM -11,422.62

2702 · Payable to City of De Pere 204.24

Total Other Current Liabilities -11,218.38

Total Current Liabilities -11,093.38

Total Liabilities -11,093.38

Equity

3900 · Unrestricted Net Assets 86,021.73

Net Income 204.24

Total Equity 86,225.97

TOTAL LIABILITIES & EQUITY 75,132.59

1:44 PM

08/25/20

Accrual Basis

De Pere Ice Arena
Profit & Loss
 June 2019 through May 2020

	Jun '19 - May 20	Jun '18 - May 19
Ordinary Income/Expense		
Income		
4003 · Advertising Revenue	1,875.00	1,950.00
4004 · Figure Skating	50,900.46	63,045.00
4004b · Kick-Synch	11,536.04	3,970.00
4005b · Ice Rental-Deacons	6,110.88	7,443.48
4007 · Ice Rental-Private		
4007i · De Pere High School	27,031.85	27,192.50
4007j · DePere Youth Hockey	74,094.09	70,805.34
4007 · Ice Rental-Private - Other	450.63	0.00
Total 4007 · Ice Rental-Private	101,576.57	97,997.84
4007a · Non Contracted Ice	2,014.76	4,852.66
4008 · Ice Rental-SNC	12,887.99	7,460.00
4011 · Men's League	9,827.47	9,417.98
4012 · Misc	301.99	355.00
4013 · Open Skate/Open Hockey	451.17	1,623.68
4016 · Vending	12,732.63	16,080.60
Total Income	210,214.96	214,196.24
Gross Profit	210,214.96	214,196.24
Expense		
5000 · Building Expense		
5000a · Repairs and Maintenance	33,703.57	21,833.02
5004 · Service Contracts	7,614.15	7,266.05
5005 · Zamboni	338.80	203.28
Total 5000 · Building Expense	41,656.52	29,302.35
5001 · Insurance Expense	14,400.00	14,400.00
5300 · Office Expense		
5300a · Bank Service Charges	210.49	178.25
5300d · Office Supplies	938.89	632.98
5300f · Telephone Expense	2,714.22	2,850.81
Total 5300 · Office Expense	3,863.60	3,662.04
5400 · Payroll		
5400a · FICA Employer	4,549.90	4,577.29
5400c · Medicare Expense	1,099.45	1,108.08
5400d · Regular Earnings	31,359.18	34,278.62
5400e · Salaries	42,014.70	39,563.54
5400g · Payroll Processing Fees	650.00	650.00
Total 5400 · Payroll	79,673.23	80,177.53
5500 · Program Expense		
5500a · Advertising and Promotion	2,137.50	0.00
Total 5500 · Program Expense	2,137.50	0.00
5600 · Water	8,801.34	57,534.24
5601 · Gas	4,857.48	0.00
5602 · Electric	42,539.70	0.00
5700 · Vending Expense	7,276.22	7,308.44
6000 · Depreciation Expense	4,600.89	9,789.96
6010 · Misc Expense	0.00	2,584.87
Total Expense	209,806.48	204,759.43
Net Ordinary Income	408.48	9,436.81

1:44 PM

08/25/20

Accrual Basis

De Pere Ice Arena
Profit & Loss
 June 2019 through May 2020

	Jun '19 - May 20	Jun '18 - May 19
Other Income/Expense		
Other Expense		
7000 - Split with City of De Pere	0.00	4,718.40
Total Other Expense	0.00	4,718.40
Net Other Income	0.00	-4,718.40
Net Income	408.48	4,718.41



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: October 15, 2020

DEPARTMENT: Parks, Recreation & Forestry

FROM: John McDonald

SUBJECT: Recommendation and Possible Action to Cancel the Adult Basketball League for 2020-2021 season.

Staff is seeking approval to cancel our Adult Basketball League versus postponing till January.

Currently staff does not feel it is possible to start the Basketball League which is held in West De Pere High School and De Pere High School. The program is supposed to start in early November, however the current Executive Order from the Governor combined with the schools not being able to provide any direction on use of their facility makes it impossible to run the program in its original format.

The Park Board could consider attempting to run an abbreviated program/league starting in January. However, the challenges with this are 1) The Covid pandemic in Brown County is trending in a bad direction. 2) In order to start the league in January we really need to make decision by the end of November or early December. Coordinating the league is a very challenging task (ie. scheduling, officials, staff, etc...), hence we need at least one month of preparation. 3) Ultimately we need to have the schools allow us to use the building, with the climate of Covid and schools being virtual, we have no clear indication at this time when schools will open back up.

Staff met with our City's Health Director and City Administrator on October 6 to discuss this issue. Presently, both the Health Director and City Administrator support canceling of the program entirely.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: October 15, 2020

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consideration and Possible Action on Selection of the Voyageur Park Multi-Use Facility Interior Layout and Design.

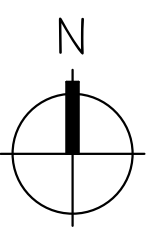
Somerville has generated multiple options for the interior layout and design of the Multi-Use Facility at Voyageur Park. The layout/options were generated off of the responses and feedback received from the survey. Staff has went through the options and have provided you with pro's and con's of each layout.

ATTACHMENTS:

- DePere Block Diagrams_100520.Somerville (PDF)
- Option.ProCons (DOCX)



OPTION - 1
SCALE: 1/8" = 1'-0"




OPTION - 1 KEY PLAN

SCALE: 1" = 200'-0"

GENERAL NEEDS:

1. MOBILE TABLES IN KITCHEN
2. FLOOR OUTLETS IN MULTI-PURPOSE ROOM
3. INCREASED ELECTRICAL SERVICE FOR CROCK POTS
4. OUTDOOR DRINKING FOUNTAIN WITH BOTTLE FILLER
5. BIKE RACKS

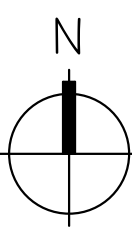


OPTION - 2 KEY PLAN

SCALE: 1" = 200'-0"



OPTION - 2
SCALE: 1/8" = 1'-0"



CITY OF DE PERE
Multi-Use Building
DE PERE, WISCONSIN

© 2020 Somerville, Inc. This drawing may not be reproduced without the written permission of Somerville, Inc.

design mattersSM





OPTION - 3
SCALE: 1/8" = 1'-0"



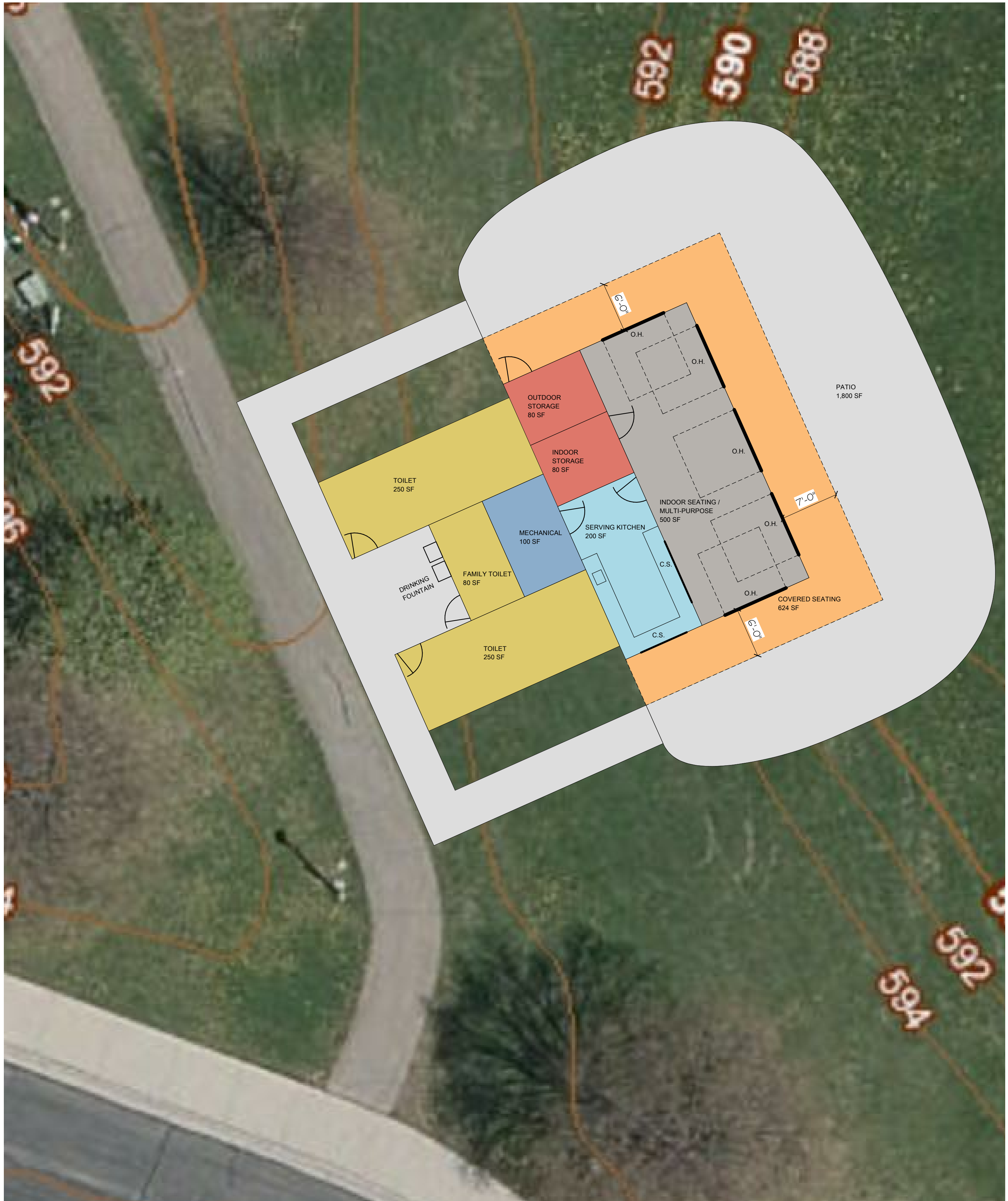
OPTION - 3 KEY PLAN
SCALE: 1" = 200'-0"

GENERAL NEEDS:

1. MOBILE TABLES IN KITCHEN
2. FLOOR OUTLETS IN MULTI-PURPOSE ROOM
3. INCREASED ELECTRICAL SERVICE FOR CROCK POTS
4. OUTDOOR DRINKING FOUNTAIN WITH BOTTLE FILLER
5. BIKE RACKS



OPTION - 4 KEY PLAN
SCALE: 1" = 200'-0"



OPTION - 4
SCALE: 1/8" = 1'-0"

CITY OF DE PERE
Multi-Use Building
DE PERE, WISCONSIN

© 2020 Somerville, Inc. This drawing may not be reproduced without the written permission of Somerville, Inc.

design mattersSM



Option 1

Pro's	Con's
Creates and interior covered seating location	Patio to the bowl does not match curvature of the bowl.
Toilet facilities are close to access road and parking area	Patio to overlook the river is probably not in the optimal location...wasted area to the north of facility.
Good amount of storage space.	Based on past commentary from Park Board it appears the serving kitchen is a little large for the intent of the building.
Location of covered seating in interior room can create a rather large covered gathering location.	
Easy access through garage doors to multi-purpose room.	

Notes: This option has potential we feel if you were to shift the patio intended to view the river to the north side of the building, and would shift the building in a manner that would allow for the patio to blend in with the curvature of the bowl. We would also recommend downsizing and/or eliminating the serving kitchen.

Option 2

Pro's	Con's
Toilet facilities are located in close proximity to the access path and access road/parking lot.	Does not really have a patio or location to allow people to enjoy the view of the river.
Location of the building allows for the patio to blend in with the contour of the bowl.	Based on past commentary from the Park Board the serving kitchen appears to be larger than needed.
Good amount of storage.	Not a lot of covered seating.
	No covered seating on north side for viewing the river.

Notes: This option has potential we feel if you were to shift the multi-purpose room, covered seating and patio to the other side of the building. We would also recommend downsizing and/or eliminating the serving kitchen.

Option 3

Pro's	Con's
Serving kitchen is smaller and more in line with past commentary of the Park Board.	Does not really have a patio or seating to enjoy the river.
Although not shown on the option, the facility has the ability to shape the patio with the contour of the bowl.	Building is elongated and takes up quite a bit of space.
Large covered seating area.	Toilet facilities are the farthest away from parking

	area in this design.

Notes: Staff would not recommend going with this option.

Option 4

Pro's	Con's
Toilets are in close proximity to access path and parking area.	Covered seating seems to be minimal
Suitable storage.	
Provides patio area that allows for view of the river.	
Provides larger patio that can be shaped with the contour of the berm.	
Serving Kitchen is smaller and more in line with Park Board comments.	

Notes: The building is symmetrical which would make it aesthetically pleasing, however its symmetrical state reduces some of its flexibility and usefulness as it relates to the patio and covered seating. While staff likes this option, we think there is potential to consider altering the covered seating and adjusting the patio to create a more flexible space.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: October 15, 2020

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consideration and Possible Action to Approve Change in Fencing Materials for VFW Aquatic Facility.

As part of the our Aquatic Facility, we have a black fence specified as part of the overall project. The fence posts would be black powder coated, and the fence fabric would be vinyl wrapped. While the powder coating on the posts would remain somewhat consistent over the years, we have not had good experience with vinyl wrapped fence fabric as it fades and deteriorates causing the covering to chip and fall off. The fading and chipping causes a rather significant decline in aesthetics. We have asked our contractor to provide an estimate to change the fencing to standard galvanized.

We recommend the Park Board consider eliminating the black fencing in exchange for a credit and going with standard galvanized fencing. Immel Construction is working on the amount a credit would be and will have for our Park Board meeting.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: October 15, 2020

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consideration and Possible Action to Change Pool Membership Policy of Charging for Additional Family Members Above a Family of Five.*

Our current policy has been in place since 2011, where we charge a small additional fee for families over 5. Although its a policy decision, if the decision is to eliminate the small additional fee for larger families the item will need to go to the City Council as it has a budgetary impact.

The attachment shows the number of families that are a 6 and larger, and also the number of actual passes that were sold.

ATTACHMENTS:

- Oct Park Board - Season Passes information (DOCX)

The following table depicts a summary of:

- ✓ Quantity of families 6 and greater
- ✓ Total passes sold at \$6

Season Pass Totals					
Year	Pre-Season	In Season	Total	Revenue (Passes x \$6)	Families 6 +
2016*	34	49	83	\$498	59
2017*	25	52	77	\$462	60
2018*	44	49	93	\$558	67
2019**	31	41	72	\$432	50
Totals	134	191	325	\$1,950	236

*Both Legion and VFW Pools operated

**Only Legion Operated

Revenue numbers can be looked at as losses if a charge is not implemented.

Current Policy

Family: A family membership may consist of up to 2 adults and up to 3 dependents living in the same household/same address; this includes full-time students living at home. Additional dependents may be added for \$6 each.

Caregiver Pass: You may add one named caregiver (like a babysitter or nanny) to a family pass for an additional fee. Pre-season Resident/Non-Resident fee is based upon the caregiver's residency.

Daily Admission: Family: 2 adults and up to 3 dependents in same household. Additional family members must purchase appropriate General Admission pass.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: October 15, 2020

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Donation from De Pere Baseball to Improve Gandrud Field at Southwest Park.

ATTACHMENTS:

- De Pere Baseball prop 08242020 (PDF)

323 WILLIAM ST., P.O. Box 76
WATERTOWN, WI 53094



"Your Field is Our Passion"

TEL: 1.920.378.0650

Proposal: De Pere Baseball

Proposal Submitted to:
Jon Susek: 920-784-3846

Date: 08/24/2020

Work to be performed at:
Southwest Park, Kelly Daanen Park, Ledgeview Park
De Pere, WI

Ledgeview Park Maintenance:

Edge all grass edges of skinned infield.
Pick as many rocks as possible from the surface.
Fill low areas of the infield with infield mix.
Install clay in the batters boxes.
Apply 24 tons of Quick Pitch Topdressing
Compact with a dual drum roller.

Price: \$5,250

Kelly Daanen Park Maintenance:

Edge all the grass edges to remove lips.
Add 1 load of Quick Pitch and laser grade.
Compact with dual drum roller.
Install Clay in mound and batter's boxes.

Price: \$5,600 per field

Southwest Park Infield:

Edge all the grass edges to remove lips.
Add 3 loads of Quick Pitch and laser grade.
Compact with dual drum roller.
Install Clay in mound and batter's boxes.

Price: \$7,900

Southwest Park Outfield Warning Track:

Edge the grass edge of the warning track to remove lips.
Add 2 loads of quick pitch and laser grade.
Compact with a dual drum roller.

Price: \$4,800

Note: The customer must provide a place on site to dispose of waste material. Hauling off site will incur in additional costs.

Proposal may be withdrawn if not accepted in 30 Days. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and may become an extra charge over and above the Proposed Price. All agreements contingent upon strikes, accidents, or delays beyond our control.

Proposed Price: See Above

With Payments to be made as follows:

Down Payment:

Balance due upon completion:

Authorized Signature:



Acceptance of Proposal:

The above prices, specifications, and conditions are satisfactory and are hereby accepted. We authorized Midwest Athletic Fields, to do the work as specified. Payment will be made as outlined above.

Signature: _____ **Date:** _____



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: October 15, 2020

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Staff update on status of 2021 Budget Proposal.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: October 15, 2020

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Status Report on the Progress of Legion Restroom Buidling.

- Construction has started on the new Legion Restroom building.
- Change order was executed to address electrical feed to the building and painting of the block to match the other shelter in Legion Park.
- Foundation was poured and utilities stubbed in.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: October 15, 2020

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Staff Update on Progress of VFW Aquatic Facility.

Below are some of the major items that have been accomplished over the last month at the VFW Aquatic Facility.

- Pool A floors are 100% poured
- Pool A walls at the deep end and lap area are partially poured to finish height. The remaining pours are scheduled for this week.
- Pool Building masonry started and will be complete this week. Roof Truss install to start 10/12.
- Mech building foundations and 1st floor concrete are complete. Masonry to start there right after Pool building
- Initial surge tank waterproof testing passed.
- Parking lot demo and new subgrade have been installed. Curb/gutter and asphalt binder course are upcoming in next few weeks.
- Subgrade elevations for sidewalks have started to take shape around perimeter of site
- Site underground piping is complete, minus 1 pipe run between Mech. building and Pool A