Board of Park Commissioners

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

Regular Meeting

Final Minutes

Thursday, September 15, 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

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

Others in attendance:
Marty Kosobucki, Director of Parks, Recreation, and Forestry; Don Melichar, Park Superintendent and City Forester; Paula Rahn, Recreation Superintendent; Michael McMahon from McMahon Associates, and Grace Lahtela, Administrative Assistant.

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. Action Items

1. Consideration and Possible Action to Approve the Minutes from the August 18, 2022 Board of Park Commissioners Meeting.

   Alderperson Raasch moved to approve the minutes from the August 18, 2022 Board of Park Commissioners meeting, seconded by Melissa Thiel-Collar. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Melissa Thiel Collar, Board Member
AYES:	Thiel Collar, Jennings, Kneiszel, Kundinger, Defnet Ledvina, Raasch, Soquet

2. Consideration and Possible Action on Approval of Playground Proposal for Kelly Danen Park.

   Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that staff was in contact with the church and their top choice was the Minnesota Wisconsin Playground, with the Northland playground as their second choice. Marty also commented that Burke is very good to work with and have been the manufacturer of the last two playgrounds installed. We did encounter a few headaches with the installers of the Northland

Equipment, and it has been 7-8 years since we have installed equipment from Minnesota Wisconsin, but the install went well.
Discussion followed.
James Kneiszel questioned if there is a design that provides the best protection from foul balls. Marty Kosobucki commented that all four designs offer some type of obstruction for foul balls as requested.
James Kneiszel questioned the location of the playground and the proximity to the street. Marty Kosobucki explained that this playground is designed for children 5-12 years of age. At this age, I hope that the parents would watch their children when playing on the playground. If it is an issue down the road, there is enough space between the playground and the street where a decorative fence could be installed.
Melissa Thiel Collar explained that currently there is nothing for the little kids to do. They are running everywhere. The playground will be a huge improvement having them all in one spot while their older siblings are playing ball.
Melissa Thiel Collar questioned the durability of the Little Tykes equipment. Marty Kosobucki explained that there have been some problems with some of the equipment, but it has been more of a design issue and not a durability problem.
Alderperson Defnet Ledvina commented that her first impression was that the two from Lee Recreation were really different, but the other two offer more inclusive play for different age ranges.
Alderperson Raasch stated that they all look nice but questioned if all were ADA assessable. Marty Kosobucki stated that the Minnesota Wisconsin design does have a transfer station, but all four do meet ADA requirements
Alderperson Raasch moved to approve the playground proposal from Minnesota Wisconsin for Kelly Danen Park, seconded by James Kneiszel. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Jim Kneiszel, Board Member
AYES:	Thiel Collar, Jennings, Kneiszel, Kundinger, Defnet Ledvina, Raasch, Soquet

3. Consideration and Possible Action on Conceptual Design Revisions to the Nelson Family Pavilion.

Marty Kosobucki, Director of Parks, Recreation, and Forestry stated that Michael McMahon from McMahon Associates is here to discuss the conceptual design revisions and displayed the revisions for everyone to see. Marty explained that a decision needs to be made regarding the design of the building. With these additional changes, the estimated cost of construction probably increased by $50,000.
A detailed discussion of the conceptual design for the Nelson Family Pavilion followed.
James Kneiszel stated that he thought this new conceptual design looked great. The changes provide a modern approach and are well worth the money.
Ryan Jennings agreed that this most recent design is the best use of space. Ryan feels that should be room for an additional vending machine outside of the building and for there to be a water spicket by the water fountains for dogs.
Alderperson Defnet Ledvina questioned if the increase in funds was due to additional square footage of the building. Michael McMahon from McMahon Associates stated that the estimated additional funds are for the extra walls and doors for the new design.
Marty Kosobucki explained that the estimate for construction of the original design came

in at $1 million, now it is estimated to be around $1.5 million. Michael McMahon stated that this increase is not due to design changes only, but a change in market conditions as well. Marty Kosobucki stated that currently we have around $800,000 in funds raised.
Alderperson Raasch stated that we must take into consideration that this project started as replacing a restroom building. Marty Kosobucki explained that the city originally allocated $180,000 in funds to replace the restroom building. At the time, Casey Nelson was an Alderperson and brought up the idea of updating the restroom building to a multi-purpose building with restrooms.
Alderperson Raasch stated that originally the building was expected to come in around $800,000 and now it is up to $1.5 million. He likes the design but is uncomfortable with the additional $60,000 increase. There is an obligation for the city to put up a nice building, but we must be aware of the costs. There is not an unlimited supply of money in the budget and doesn't know if all these bells and whistles can be obtained.
Alderperson Chandik Kundinger questioned if the donors are being shown the different variations of the building when fundraising. She stated that we wouldn't have to build until we reach a certain dollar mark and if that date comes, then decide at that time. She also commented on getting access to two restrooms from the interior of the building.
Marty Kosobucki stated that if you look at how many people will fit into the interior room, one bathroom is probably sufficient.
Melissa Thiel Collar stated that the bathrooms at Voyageur are not in good condition and putting up a new restroom building with a multi-purpose room does not constitute all kinds of bells and whistles. Melissa feels that the Park Board owes it to the taxpayers to put up a building like this.
James Kneiszel commented that he is confident of the benefactors within the city and feels the additional $50,000 - $60,000 is well worth it. Marty Kosobucki agreed that the investment into the facility is worth it and that the restrooms of the future are going in this direction. However, we have a fundraising committee that is working hard to get donations and we cannot continue to ask them to raise additional funds. A final design needs to be approved so we can move forward.
Alderperson Defnet Ledvina commented that she is afraid that if we start to build the facility without the funds that the donation goal will not be achieved.
Alderperson Raasch stated that he appreciates the effort that is going into the fundraising and supports the facility, but he feels that a design needs to be chosen so we can move forward with it.
Alderperson Chandik Kundinger questioned if fundraising is an issue, if it would be possible to eliminate the two end stalls and make the mechanical area smaller. Michael McMahon from McMahon Associates stated that this is something that could be looked at for cost purposes.
Ryan Jennings commented that he is happy with the design now. He feels it is much better than the original design and this we should move forward with it. We should try to get as many bathrooms in as possible. The only changes that he would make is moving the walls around for additional vending and install a spicket to provide water for dogs below the bubblers.
Teen Advisor, Conner Goodman, stated he really likes the design and that a cost estimate for the design should be prepared. If costs need to cut, then he would suggest cutting the sike of the indoor space.
Alderperson Raasch commented that he likes Alderperson Chandik Kundinger's idea of cutting off the two restrooms and questioned if we really do need nine individual restrooms. Marty Kosobucki stated that with the current park environment we would be fine with eliminating the two restrooms, but what is planned for the facility, these

restrooms will be needed. If the current design is approved, we could look at eliminating those two end restrooms as an option if necessary.
Randy Soquet moved to approve the proposed conceptual design for the Nelson Family Pavilion, seconded by Alderperson Raasch. Upon vote, the motion passed unanimously.

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

4. Discussion and Review of 2023 Proposed Budget for Parks, Recreation and Forestry

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that he prepared a cover page that shows a summary of the budget. At first glance, the percentage increase looks extreme, but it is mostly due to wages. If the increased wages were eliminated, it would not be horrible. Marty stated that since this draft budget was prepared, he has already met with the mayor and administrator and several capital projects have already been cut. However, if something is important to the Park Board, he will advocate for putting the project back into the budget.
Alderperson Raasch stated that there was close to a million dollars in capital projects for Public Works that were not done in 2022 and were pushed into the 2023 budget. The large project cost increases were not expected so projects needed to be delayed.
Randy Soquet moved to approve the 2022 budget as presented, seconded by Ryan Jennings.
Alderperson Raasch stated that it is not an action item, it is just for review and discussion.
Randy Soquet withdrew his original motion.

RESULT:	**NO ACTION**

5. Consideration and Possible Action to Accept $250 Donation from Pink Flamingos to the Recreation Scholarship Fund.*

Alderperson Chandik Kundinger moved to accept a $250 donation from the Pink Flamingos to the Recreation Scholarship Fund, seconded by Alderperson Defnet Ledvina. Upon vote, the motion passed unanimously.

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

6. Consideration and Possible Action to Accept a $300 Donation from Pink Flamingos toward a Chalk Liner for Legion Park Ball Diamond.*

Alderperson Raasch moved to accept a $300 donation from the Pink Flamingos to go toward a chalk liner for the Legion Park ball diamond, seconded by Alderperson Defnet Ledvina. Upon vote, the motion passed unanimously.
Melissa Thiel Collar thanked the Pink Flamingos for their donations.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Thiel Collar, Jennings, Kneiszel, Kundinger, Defnet Ledvina, Raasch, Soquet

7. Consideration and Possible Action to Accept an $800 Donation from WI United FC for Grass Seed and Services to Overseed the Soccer Fields at Southwest Park.*

Alderperson Raasch moved to accept a donation from WI United FC for grass seed and services to overseed the soccer fields at Southwest Park, valued at $800, seconded by Melissa Thiel Collar. Upon vote, the above motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Melissa Thiel Collar, Board Member
AYES:	Thiel Collar, Jennings, Kneiszel, Kundinger, Defnet Ledvina, Raasch, Soquet

8. Consideration and Possible Action to Accept Donation from WI United FC of Two Premier Goals Valued at $15,000 for Field 1 at Southwest Park.*

Alderperson Raasch moved to accept a donation from WI United FC of two premier goals for field #1 at Southwest Park valued at $15,000, seconded by Randy Soquet. Discussion followed.
Alderperson Raasch explained that these goals were the premier goals that were used at the first soccer game played at Lambeau Field and requested that a plaque be added to the goals sharing the significance of them.
Upon vote, the above motion passed unanimously.
Ryan Jennings thanked WI United FC for the donations.

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

IV. Staff Updates

1. Staff Update on Beer Garden

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that three events were held this year. The first one rained and didn't turn out very great. Overall, the events were a success, but the revenue was not what it was in the past. One thing that did occur for budget purposes was the funding from the beer garden was originally allocated to replacing the Legion playground. The mayor is still recommending the playground to be replaced; however he wants to revisit where the beer garden revenues are being allocated to.

RESULT:	**DISCUSSED**

V. Future Agenda Items

None

VI. Adjournment

Alderperson Defnet Ledvina moved to adjourn the meeting at 7:55 pm, seconded by James Kneiszel. Upon vote, the motion passed unanimously.

Respectfully submitted,
Grace Lahtela