



Board of Park Commissioners

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

Regular Meeting

Final Minutes

Thursday, June 20, 2024

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	
Mike Eserkaln	Alderman	Present	
Ryan Jennings	Board Member	Present	
Jim Kneiszel	Board Member	Present	
Amy Chandik Kunding	Alderman	Excused	
Shana Defnet Ledvina	Alderman	Present	
Randy Soquet	Board Member	Present	
Connor Mason	Teen Advisor	Excused	
Connor Goodman	Teen Advisor	Excused	

Others present: Brian Christnovich, Park Superintendent; Chelsea Moberg, Recreation Supervisor; and Grace Lahtela, Administrative Assistant.

II. Public comments 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. Chapter 6-3(f)DPMC

Marty Kosobucki, Director of Parks, Recreation, and Forestry stated that the first beer garden will be held on Tuesday, June 25th at Voyageur Park. The musicians for this event will be Courtney Paulson and Ben Boncher.

Marty Kosobucki introduced the new Park Superintendent, Brian Christnovich. Brian Christnovich gave a brief introduction of himself to the Park Board.

III. Items

1. Consideration and Possible Action to Approve the Board of Park Commissioners Minutes from the May 16, 2024 Meeting

Melissa Thiel Collar moved to approve the minutes from the May 16, 2024 meeting, 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, Eserkaln, Jennings, Kneiszel, Defnet Ledvina, Soquet
EXCUSED:	Amy Chandik Kunding

2. Consideration and Possible Action to Accept Tree Donation from ATC. *

James Kneiszel moved to accept the tree donation from ATC, seconded by Alderman Defnet Ledvina. Upon vote, the motion passed unanimously.

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

3. Consideration and Possible Action to Accept Tree Donation from WPS. *

Randy Soquet moved to accept the tree donation from WPS, 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, Eserkaln, Jennings, Kneiszel, Defnet Ledvina, Soquet
EXCUSED:	Amy Chandik Kunding

4. Consideration and Possible Action to Approve Amendment to the WDNR Grant for Perkofski Dock Renovations for Increases in Project Costs*

Ryan Jennings moved to approve the amendment to the WDNR grant for Perkofski Dock Renovations for increases in project costs, seconded by James Kneiszel. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ryan Jennings, Board Member
SECONDER:	Jim Kneiszel, Board Member
AYES:	Thiel Collar, Eserkaln, Jennings, Kneiszel, Defnet Ledvina, Soquet
EXCUSED:	Amy Chandik Kunding

5. Consideration and Possible Action on Consideration from Resident to Install a Volleyball Court at Southwest Park.

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that a resident requested a sandpit volleyball court to be put in at Southwest Park. This is not part of the long-range plan at Southwest Park. There is room to install one, however, it is not as simple as just installing the court. Any new facility put in the park would need to have an ADA accessible route to it. With the necessary ADA route, the project could cost between \$6,000 - \$10,000.

Alderperson Defnet Ledvina questioned if the court would get a lot of use, with only one resident requesting the court. Marty Kosobucki explained that the existing courts do not have counters, so it is hard to tell the number of residents that use them, but we have had some requests to use the courts. We also have sandpit volleyball courts that have deteriorated, with weeds growing in them, because of lack of use.

James Kneiszel questioned if the court at Legion Park has been reconditioned recently. Marty Kosobucki stated that there was some reconditioning done to the poles. James Kneiszel stated that he does not see the courts used very often.

Ryan Jennings stated he is not in favor of just installing a court but would be in favor of creating a plan for the park. He would like to see a disc course along the outside perimeter of the park, around all the soccer fields. Marty Kosobucki stated that there is a

master plan for Southwest Park, however it was done at the time the park was developed, so it is quite old. This plan does not include a volleyball court.

Melissa Thiel Collar questioned if sandpit volleyball courts were requested in the survey that went out to all the residents and where would it be listed in the current budget. Marty Kosobucki explained that he is not sure if sandpit volleyball courts were requested in the survey, but there are probably 20 – 25 capital projects in the budget every year. Over half of the projects are ones to repair or replace worn-out equipment. New projects are always at the bottom of the list. Melissa Thiel Collar feels that park plan should be reviewed before any new park projects are entertained.

Melissa Thiel Collar moved to deny the request for the sandpit volleyball court at Southwest Park and request staff to review the master plan at the park, in consultation with the survey results as well as the capital improvement projects, seconded by Ryan Jennings. Upon vote, the motion to deny passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Melissa Thiel Collar, Board Member
SECONDER:	Ryan Jennings, Board Member
AYES:	Thiel Collar, Eserkaln, Jennings, Kneiszel, Defnet Ledvina, Soquet
EXCUSED:	Amy Chandik Kunding

6. Consideration and Possible Action to Approve Bid for Poured In Place Surfacing for Willems Playground.

Aldersperson Defnet Ledvina moved to approve the bid from Bluemels, in the amount of \$51,770.00, for poured in place surfacing for Willems Playground, seconded Randy Soquet. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Aldersperson
SECONDER:	Randy Soquet, Board Member
AYES:	Thiel Collar, Eserkaln, Jennings, Kneiszel, Defnet Ledvina, Soquet
EXCUSED:	Amy Chandik Kunding

7. Consideration and Possible Action to Approve the Revised Ordinance Related to Dogs In Parks.

Randy Soquet moved to approve the revised ordinance related to dogs in the parks, seconded by Aldersperson Defnet Ledvina.

Ryan Jennings questioned the wording on the ordinance. As he reads it, dogs are only allowed to be walked on trails and sidewalks on a leash. Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that there are two components of the ordinance. One component is where dogs are allowed to go, and the other one is where they cannot. It specifically states that dogs cannot go on athletic fields, playgrounds, and buildings, but the wording could be cleared up.

Melissa Thiel Collar stated she reads it as dogs can go on the sidewalk and trails, and they cannot go on the fields, playgrounds and in buildings. With the specific statement of where they cannot go, then the dogs would be allowed to go all other places.

Marty Kosobucki stated that the ordinance might be easier to read if it were stated that the dogs can go in open green spaces.

Randy Soquet commented that he is fine with his motion with staff to work on a better definition of where dogs can go.

Alderperson Defnet Ledvina stated she would also like a better definition of playground and what is used to determine where a playground starts. Usually there is a sidewalk around the playground, so hopefully the entire area up to the sidewalk is included. Marty Kosobucki stated that this might be difficult because all the playgrounds are different.

Marty Kosobucki suggested the option of tabling the item until staff can review the ordinance again with legal. Alderperson Defnet Ledvina stated she would prefer not to table the item because it would delay the item a couple months before getting to council for approval.

Ryan Jennings stated that if the wording is just updated to allow dogs in designated areas that are not specified or prohibited below then he would be fine with the ordinance.

Randy Soquet requested staff to work with legal for a better determination of where dogs can go and what a playground is determined to be, and for staff to send the item to council for approval. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Soquet, Board Member
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Thiel Collar, Eserkaln, Jennings, Kneiszel, Defnet Ledvina, Soquet
EXCUSED:	Amy Chandik Kunding

8. Consideration and Possible Action to Approve Small Park Sign Design.

Randy Soquet moved to approve the small park sign design, seconded by James Kneiszel. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Soquet, Board Member
SECONDER:	Jim Kneiszel, Board Member
AYES:	Thiel Collar, Eserkaln, Jennings, Kneiszel, Defnet Ledvina, Soquet
EXCUSED:	Amy Chandik Kunding

IV. Discussion Items

1. Review of Nelson Pavilion Donor Signage

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that the plaque as presented is what was approved by the Park Board. A final rendering of the sign was obtained by the consultant, so a copy is provided for review.

RESULT:	DISCUSSED
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2. Discussion on Current Rental Policy for Park Shelters

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that people do call to cancel or reschedule shelter rentals. Currently shelter rentals are non-transferable

and non-refundable, which really does not allow any working with renters for unforeseen circumstances. Staff feel something should be in place to allow for some flexibility.

Randy Soquet feels it would be great to allow some flexibility.

RESULT:	DISCUSSED
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3. Review of Draft Facility Condition Analysis for Ice Arena.

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that Duane Grove from Somerville is at the meeting tonight to discuss the facility condition analysis of the Ice Arena. This analysis was prepared to gauge the condition of the facility and its long-term sustainability. The main goal for tonight is to review the analysis and provide input on any additional information you would like to see in the final plan, not to determine what repairs are to be done.

Duane Grove from Somerville explained that he and three other engineers from Somerville, along with consultants from JSD Professional Services and RinkTec were consulted to prepare the report. Mr. Grove gave a detailed presentation of the Ice Arena facility and the findings. He explained that the lot is a long narrow site, which is why the building was built the way it was. The facility is a multi-level facility. There is a main level with the lobby, concession, and restrooms, which is 30" higher than ice. There is a basement level below main entrance to the building, and a second floor. There are four different levels of the facility, which leads to the complexity of the building. Mr. Grove explained that since the building was constructed, there have been 11 code changes. As buildings are remodeled the new work would be required to meet the new code. If an item is just fixed or repaired, then the new codes updates would not be required. The report indicates what improvements are needed, probable costs, with an estimated timeframe for when they will be needed. The biggest maintenance item that is listed is the replacement of the ice sheet itself. Currently the ice sheet is on a sand surface and the recommendation would be to replace it with a concrete surface. Also, both entrances have more than a ½" step going into the building, which does not meet ADA compliance. There are also no ADA toilets or any fire alarm system in the facility.

Marty Kosobucki explained that essentially the building is a 50-year-old facility that is not ADA complaint. The long-term capital suggestions in the report do not include inflation or making the facility ADA compliant, only adding an ADA compliant restroom.

Melissa Thiel Collar questioned if there are any items that need to be fixed right now to meet ADA requirements. Duane Grove explained that the northern building entrance and the front stoop are not ADA compliant, and there is not an ADA compliant restroom. These items should be brought into compliance right away.

Randy Soquet questioned the life expectancy of the ice surface for a sand surface versus a concrete surface. Duane Grove explained that he would have to consult RinkTec for an answer. Randy Soquet also questioned what other types of programming could be done at the facility with a concrete surface. Marty Kosobucki stated that would be a question for Brown County Ice Management as they are the ones that oversee programming the facility.

Ryan Jennings questioned if the building has a way to get people to the multi-levels. Duane Grove explained that there is a ramp to get people from the locker rooms to the ice, but not the second level.

James Kneiszel moved to open the meeting at 7:25 pm, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.

Michael Thompson commented that in the schematic of the main floor, there is an area that specifically states that Deacon Adult League utilizes a portion of the building, but that portion is also utilized by De Pere High School Hockey. Duane Grove stated they will update the drawing to include De Pere High School Hockey as well.

James Kneiszel moved to close the meeting at 7:28 pm, seconded by Melissa Thiel Collar. Upon vote, the motion passed unanimously.

Alderperson Defnet Ledvina questioned why a part of the building is not included in the report. Marty Kosobucki stated that the area not included in the report is not property of the City of De Pere.

Marty Kosobucki explained that with the minor revisions necessary, the final draft of the Ice Center Condition Analysis report should be ready for next month's meeting. Marty questioned if the Park Board would like next an additional topic to discuss necessary action steps and the long-range vision on what to do with the plan.

Melissa Thiel Collar stated that she is concerned with the ADA issues in the building and doesn't think that we should wait.

Randy Soquet requested two items to be on the agenda next month for the Ice Center. The first item would be to accept the final draft and the second to discuss action steps and long-range visions for the facility.

RESULT: DISCUSSED

V. Staff Updates

1. Staff Update on Loud Music Concern at VFW Pool.

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that he walked around the perimeter of the Aquatic Facility and could not hear any music, just the kids screaming and yelling. He continued to walk past the tennis courts and could hear the music. Per Trista Groth, City Sanitarian, the volume is under the required decibel levels. Even with the level of compliance, staff is still trying to adjust the speaker position to try to keep the neighbors happy.

RESULT: DISCUSSED

VI. Future Agenda Items

None

VII. Adjournment

Melissa Thiel Collar moved to adjourn the meeting at 7:31 pm, seconded by Alderperson Defnet Ledvina. Upon vote, the motion passed unanimously.

Respectfully submitted,
Grace Lahtela