



Board of Park Commissioners

335 South Broadway
De Pere, WI 54115

<https://www.deperewi.gov/>

Regular Meeting

Final Minutes

Thursday, January 19, 2023

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 Kunding	Aldersperson	Excused	
Shana Defnet Ledvina	Aldersperson	Present	
Dean Raasch	Aldersperson	Excused	
Randy Soquet	Board Member	Present	
Madison DeCleene	Teen Advisor	Present	
Connor Goodman	Teen Advisor	Present	

Others in attendance:

Michael McMahon and Kevin Chevalier from McMahon, Marty Kosobucki, Director of Parks, Recreation, and Forestry, 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. Section 6-3(f) DPMC

None

III. Items

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

Melissa Thiel Collar moved to approve the minutes from the December 15, 2022 Board of Park Commissioners meeting, seconded by Aldersperson Defnet Ledvina. Upon vote, the motion passed unanimously.

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

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

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that staff worked with the City Attorney to draft the agreement, which states that the City is willing to help out Brown County Land and Conservation Department up to the number of hours they requested; however, there is contingency included in the agreement that states the cities work comes first and is a priority over any work being done at the East River.

Randy Soquet moved to approve the request from Brown County Land and Conservation Department, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.

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

3. Consideration and Action on items related to the Nelson Pavilion Design.

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that McMahon is now in the technical design phase of the project. One of the requirements of the contract was to look for cost saving items. There are a few items cost savings and bigger items that they would like the Park Boards decision on so they can move forward.

Michael McMahon and Kevin Chevalier from McMahon were at the meeting to go over some different options for building materials and design. These items were discussed in detail.

The first item that was discussed was the location of the facility. McMahon proposed to rotate the building slightly to cover music over the bowl better. After discussion, the park board agreed to rotating the building to provide better cover for the bowl.

The second item that was discussed was the pergola on the original design. The pergola is the exposed wood portion of the roof and is located on the front patio area, the side of the building, and the back facing the water. The pergola would be made with laminated wood membranes, which over time could age when exposed to the elements. If the pergola was replaced with a full roof, there would be a minimal cost savings, but less maintenance would be required.

Melissa Thiel Collar questioned what the cost difference would be. Michael McMahon stated that he did not have an actual cost but figured the savings would be minimal, in the \$5,000-\$10,000 range.

Ryan Jennings questioned if the two roofs were the same side and would be in favor of removing the pergola with a complete roof to provide more shelter from the weather, and lower cost and maintenance.

Randy Soquet agreed with Ryan Jennings thoughts of removing the pergola, providing less maintenance and longevity.

Alderperson Defnet Ledvina questioned if Marty had an opinion. Marty Kosobucki stated that he thinks the pergola looks better but likes the fact of less maintenance without it.

After discussion, the park board voted to eliminate the pergola from the building design. Michael McMahon brought up the next item for discussion, which is wood versus metal panel soffit. Wood looks more natural, but it is much higher maintenance. The metal soffits do have an estimated cost increase of \$8,000. James Kneiszel stated that he likes the wood look but would prefer the metal with less maintenance and to avoid the woodpecker damages.

After discussion the park board voted on the metal panel soffit over wood.

Kevin Chevalier brought up the next discussion item, which is vertical versus horizontal metal panels for the outside of the building. Both panels are made of the same material, so they are the same quality. The only difference is the vertical panels are a larger format panel, so they have an increased cost.

James Kneiszel stated he likes the look of the horizontal panels better and questioned the durability of each panel. Michael McMahon stated that both panels are made of the same materials, so durability and quality would be the same.

Teen Advisor, Madison DeCleene stated she likes the horizontal siding and feels that the naming on the building will look better with the horizontal panels.

After discussion the park board voted for the horizontal metal panels for the building. Next Kevin Chevalier brought out a couple samples for the brick color for the building. He stated that it is very difficult to pick out brick colors. He displayed a couple color options, one grey in color and a darker brick that has some brown tones in them. The park board decided on the Black Diamond Velour sample.

Kevin Chevalier mentioned another concept they were considering. They thought that it would look nice if the beams from the roof over the patio area were extended into the multipurpose room from the outside. Then those beams would be a main feature in the multipurpose room. Michael was going to investigate this concept and what the cost would be. Ceiling materials could be listed as an alternative bid item in the documents. Ryan Jennings questioned if the railing was going to go all the way around the patio area. Michael McMahon stated that the civil engineers are working on the grading for the patio. Per state code, if the drop off is more than 30", railings are required. However, if the drop is under 30", would you want that to be left open and the possibility for someone to fall off the deck.

Randy Soquet moved to approve the items related to the Nelson Family Pavilion design with eliminating the pergola, metal panel soffits instead of wood, horizontal siding, and the Black Diamond Velour bricks on the exterior, seconded by Alderperson Defnet Ledvina. Upon vote, the motion passed unanimously.

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

4. Approval of Amerilux as Main Sponsor of De Pere Beer Gardens.

Ryan Jennings approved Amerilux as the main sponsor for the 2023 De Pere Beer Gardens and thanked them for their sponsorship, seconded by Alderperson Defnet Ledvina. Upon vote, the motion passed unanimously.

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

IV. Staff Updates

1. Status report on ARPA Funding

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that the city is holding a meeting on January 30th to consider projects for ARPA funding. The city has approximately \$2.5 million to allocate to projects and are looking to allocate the funds over a 2-year period. The parks department submitted 9 projects, with the top priority being the Nelson Family Pavilion for \$500,000 and the removal of ash trees and stumps for \$200,000.

RESULT: DISCUSSED

V. Future Agenda Items

None

VI. Adjournment

Melissa Thiel Collar moved to adjourn the meeting at 7:03 pm, seconded by James Kneiszel.
Upon vote, the motion passed unanimously.

Respectfully submitted,
Grace Lahtela