



# Board of Park Commissioners

335 South Broadway  
De Pere, WI 54115  
[www.deperewi.gov](http://www.deperewi.gov)

## Regular Meeting

### Minutes

Thursday, October 16, 2025

6:30 PM

City Hall, Council Chambers 335 S. Broadway

#### I. Call to Order

**Present:** Randy Soquet, Jim Kneiszel, Elizabeth McMasters, Mike Eserkaln, Shana Ledvina, Amy Kunding, Connor Mason

**Absent:**

**Excused:**

Others attending: Marty Kosobucki, Director of Parks, Recreation, and Forestry; Brian Christnovich, Park Superintendent (remote); Chelsea Moberg, Recreation Supervisor (remote); and Grace Lahtela, Administrative Assistant.

#### II. Public Comment on 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. Items

1. Consideration and possible action to approve the Board of Park Commissioners minutes from the September 18, 2025 meeting.

James Kneiszel moved to approve the minutes from the September 18, 2025 Board of Park Commissioners meeting, seconded by Randy Soquet. Upon vote the motion passed unanimously.

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| <b>RESULT:</b>   | <b>Passed (UNANIMOUS)</b>  |
| <b>MOVER:</b>    | Jim Kneiszel   |
| <b>SECONDER:</b> | Randy Soquet   |
| <b>AYES:</b>     | Randy Soquet, Jim Kneiszel, Elizabeth McMasters, Mike Eserkaln, Shana Ledvina, Amy Kunding |

2. Consideration and possible action to accept a donation of \$1,680 from De Pere Baseball to repair the Gandrud Field outfield fence. \*

Randy Soquet moved to accept a \$1,680 donation from De Pere Baseball to repair the Gandrud Field outfield fence, seconded by Alderperson Chandik Kunding. Upon vote, the motion passed unanimously.

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| <b>RESULT:</b>   | <b>Passed (UNANIMOUS)</b>  |
| <b>MOVER:</b>    | Randy Soquet   |
| <b>SECONDER:</b> | Amy Kunding  |
| <b>AYES:</b>     | Randy Soquet, Jim Kneiszel, Elizabeth McMasters, Mike Eserkaln, Shana Ledvina, Amy Kunding |

3. Consideration and possible action on revisions to the employee discount on recreation programming, Community Center room rentals, and shelter rentals. \*

Aldersperson Defnet Ledvina moved to approve the revisions to the employee discount regarding recreational programming, Community Center room rentals, and shelter rentals, seconded by Elizabeth McMasters. Upon vote, the motion passed unanimously.

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| <b>RESULT:</b>   | <b>Passed (UNANIMOUS)</b>  |
| <b>MOVER:</b>    | Shana Ledvina  |
| <b>SECONDER:</b> | Elizabeth McMasters  |
| <b>AYES:</b>     | Randy Soquet, Jim Kneiszel, Elizabeth McMasters, Mike Eserkaln, Shana Ledvina, Amy Kunding |

4. Consideration and possible action to approve the revised pool pass fee structure. \*

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that the current family fee structure leads to many issues for pool staff. Many municipalities are changing the way they charge for aquatic passes. Instead of having a family pass, many municipalities are charging for individual passes. The family fee structure leads to many arguments for staff over who should be allowed on a family pass, including grandparents taking kids to the pool, split families, and debates over who is family. These updates would eliminate these arguments for staff and make things much simpler. This pricing structure could have a negative impact on very large families, but the recreation scholarship is available for families in need. This structure is very different from our current fee structure, so there are bound to be people that are not in favor of the change. Marty Kosobucki stated that Chelsea Moberg, Recreation Supervisor, is available if there are any questions.

Aldersperson Eserkaln questioned the number of larger families that this would negatively affect. Chelsea Moberg stated she does not know the exact number of families, but would estimate it to be under 50.

Marty Kosobucki mentioned that the recommended change also includes not charging for infants. Currently, the City of De Pere is the one of the only municipalities that charges for infants.

Aldersperson Defnet Ledvina verified that, with the new fee structure, a family of 4 would be \$120 for both the VFW and Legion Pools, and currently it would be \$128 for a family up to 5 individuals.

Aldersperson Chandik Kunding stated that this streamlines the pool pass structure and some families will come ahead, especially adding the policy for allowing fee infants.

Aldersperson Defnet Ledvina moved to approve the staff's recommended revised pool pass fee structure, seconded by Aldersperson Chandik Kunding. Upon vote, the motion passed unanimously.

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| <b>RESULT:</b>   | <b>Passed (UNANIMOUS)</b>  |
| <b>MOVER:</b>    | Shana Ledvina  |
| <b>SECONDER:</b> | Amy Kunding  |
| <b>AYES:</b>     | Randy Soquet, Jim Kneiszel, Elizabeth McMasters, Mike Eserkaln, Shana Ledvina, Amy Kunding |

5. Consideration and possible action to approve option for the ticket machine and services provided at the Perkofski Boat Launch.

Marty Kosobucki, Director of Parks, Recreation, and Forestry stated that Brian Christnovich, Park Superintendent, is online. Marty gave a quick summary of the ticket machine, stating that the staff

recommendation goes against what has been done for the past 20 years at the boat launch. The current ticket machine can accept credit card and cash payments, as well as providing cash back. This type of machine has more components, is more costly, and has more maintenance issues. Staff reached out to other local municipalities to see what they are offering. Some are going to a smart app with payment being made on their phone; some are allowing the use of cash, but not providing any change; and some are just accepting cards. A lot of the after-hours call-ins and maintenance issues for the ticket machines are from the cash component of the machine. Staff also researched to see what the percentage of cash and card transactions are at the Perkofski Boat Launch, which is about 50/50. The card, cash, and change option for the new machine is the most costly option, and will eventually lead to more on-call charges. Staff feels the most cost-effective and efficient machine would be the credit card-only machine, but there will be some unhappy customers going to this type of machine.

Aldersperson Defnet Ledvina questioned if this is for a leased machine. Marty Kosobucki explained that the machine would be purchased and owned by the city.

Elizabeth McMasters questioned the number of call-ins received. Brian Christnovich stated he does not have the exact number, but the majority of the calls are related to cash and coins in general.

James Kneiszel stated that he has a lot of experience at state parks recently, and he supports option 1, only accepting credit cards.

Aldersperson Chandik Kundinger questioned if debit cards would be accepted and if there would be additional credit card fees for the transaction. Marty Kosobucki stated that debit cards would be accepted and that currently the city has been paying the associated credit card fees. The city has an agreement with other Brown County municipalities regarding the amount charged for the daily and annual boat launch passes, so the fee could not be added to the transaction. Staff is currently looking into different processing ways to keep those fees low.

James Kneiszel questioned if it is better financially to go with a credit card-only machine. Marty Kosobucki stated that there is much better accounting with a credit card-only machine.

James Kneiszel moved to approve option 1, credit card only payments, for the ticket machine at the Perkofski Boat Launch, seconded by Randy Soquet.

Marty Kosobucki explained that if customers wanted to pay cash, they could still do so at the Fox Point Boat Launch.

James Kneiszel questioned the option of going with a smart app only. Marty Kosobucki stated that this type of payment option would be something to look at long term. The City of Neenah is using this type of payment option. This would be an option in the future if the police department implements some type of parking app and then the boat launches could utilize the same app.

Upon vote, the above motion passed unanimously.

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| <b>RESULT:</b>   | <b>Passed (UNANIMOUS)</b>  |
| <b>MOVER:</b>    | Jim Kneiszel   |
| <b>SECONDER:</b> | Randy Soquet   |
| <b>AYES:</b>     | Randy Soquet, Jim Kneiszel, Elizabeth McMasters, Mike Eserkaln, Shana Ledvina, Amy Kundinger |

#### IV. Discussion Items

1. Update from Brown County Extension on the Community Garden at Lions Trailside Park.

Brian Christnovich, Park Superintendent, explained that the Brown County Extension office provided an update on the Community Garden at Lion's Trailside Park. There were no complaints and it was an overall good year.

Randy Soquet questioned Rachel's comments regarding extending the open period of the garden. Brian Christnovich stated he will have the discussion with Rachel and see about extending it for next year.

#### V. Staff Updates

1. Staff update on allocation of beer garden revenues.

Marty Kosobucki, Director of Parks, Recreation, and Forestry, explained that the Park Board had requested staff research the cost of adding on to a pickleball court as an option for the beer garden revenues. Marty stated that adding onto a pickleball court would be between \$80,000 and \$100,000. The revenue allocation was not brought back as an action item because staff wants to approve a policy on how to allocate these funds before moving forward.

Alderperson Defnet Ledvina questioned if the funds that were specifically allocated for the Legion disc golf course were approved. Marty Kosobucki stated yes, these funds were approved by council.

2. Staff update on beer garden survey.

Marty Kosobucki, Director of Parks, Recreation, and Forestry stated that the beer garden survey has been released on social media. Staff has received around 105 responses, which provides good information. One issue that does stand out is the need for additional food options. Staff plans to leave the survey active a little longer and the survey results will be brought to the next Park Board meeting.

3. Staff update on budget workshop.

Marty Kosobucki, Director of Parks, Recreation, and Forestry stated that there were two changes that happened during the budget workshop session. Council recommended putting the tree incentive program back into the budget, along with the funding for additional part-time hours to help staff run the beer gardens.

4. Staff update on holiday light event.

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that the Holiday Light Event information is out and sponsor tree registrations are beginning to come in. December 11th is the date for the lighting of the Christmas Lights by Mayor Boyd, followed by the walking event. The drive-through event will begin on December 12th. This year we hope that we will be able to provide the horse-drawn wagon rides during the walking event. Last year these rides had to be canceled because a tow ban was in effect for the night of the walking event.

5. Staff update on Legion Park disc golf course improvements.

Marty Kosobucki, Director of Parks, Recreation, and Forestry stated that he met with the contractor today, and they are planning to start the project the last week of October. During the construction, the course will probably be closed for 2–3 days to allow the crews to complete the work.

#### VI. Future Agenda Items

None

VII. Adjournment

Aldersperson Defnet Ledvina moved to adjourn the meeting at 6:57 pm, seconded by James Kneiszel. Upon vote, the motion passed unanimously.

Respectfully submitted,  
Grace Lahtela