



Board of Park Commissioners

Regular Meeting

Minutes

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

Thursday, July 16, 2026

6:30 PM

City Hall, Council Chambers 335 S.
Broadway

1. Call to Order

Randy Soquet called the meeting to order at 6:30 pm.

2. Roll Call

Present: Jim Kneiszel, Elizabeth McMasters, Randy Soquet, Shana Ledvina, Olivia Alberson, Connor Mason

Absent: Mike Eserkaln, Amy Kunderinger

Excused: Jeremy Beck

Others present: Marty Kosobucki, Director of Parks, Recreation, and Forestry, Grace Lahtela, Administrative Assistant

3. Public Comments

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

4. New Business

- A. Consideration and possible action to approve the minutes from the June 18, 2026 Board of Park Commissioners meeting.

Alderson Defent Ledvina moved to approve the minutes from the June 18, 2026 Board of Park Commissioners meeting, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	Shana Ledvina
SECONDER:	Randy Soquet
AYES:	Jim Kneiszel, Elizabeth McMasters, Randy Soquet, Shana Ledvina

- B. Consideration and possible action to accept a \$3,000 donation from Aurora BayCare Sports Medicine to sponsor flag football t-shirts.*

James Kneiszel moved to accept a \$3,000 donation from Aurora BayCare Sports Medicine to sponsor flag football t-shirts, seconded by Elizabeth McMasters. Upon vote, the motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	Jim Kneiszel
SECONDER:	Elizabeth McMasters
AYES:	Jim Kneiszel, Elizabeth McMasters, Randy Soquet, Shana Ledvina

C. Consideration and possible action to approve the year-end financial statements for the De Pere Ice Center.

Randy Soquet moved to approve the year-end financial statements for the De Pere Ice Center, seconded by Alderperson Defnet Ledvina. Upon vote, the motion passed unanimously, with Elizabeth McMasters abstaining.

RESULT:	Passed
MOVER:	Randy Soquet
SECONDER:	Shana Ledvina
AYES:	Jim Kneiszel, Randy Soquet, Shana Ledvina
NAYS:	None
ABSTAIN:	Elizabeth McMasters

D. Consideration and possible action to approve the Ice Arena flooring bid.*

Marty Kosobucki, Director of Parks, Recreation, and Forestry, provided some additional documentation and explained that there were four parties interested in the project and three bids were received. The lowest bid that was received was just shy of \$150,000, which is double what the estimated project cost was. De Pere Youth Hockey pledged up to \$50,000 toward the project. The city was looking to fund the project with the donation and allocated 2026 budget funding. With the current lowest bid, we are about \$70,000 - \$80,000 short in funding. Normally, we do not see bids come in double the estimated project costs, so staff reached out to the company that provided the original quote, who is also the lowest bidder, to see why there was such a large cost difference. The first reason for the increase was due to larger quantities in the bid than the quote. This was because some additional areas were added to the scope of work from when the quote was received. Another reason for the increase was that the rubber price came in higher. The last factor was that there is some subfloor that needs to be replaced which was not in the original estimate. With the higher than expected cost of the project, there are three different options to consider. First, we could move forward with the project and ask council for unassigned reserves. We could deny all bids and revise the scope of services, ask for the appropriate funding and rebid the project in 2027. This option is more fiscally responsible, but part of the floor is in really bad shape and would require some repairs to make sure there are no safety hazards. Or lastly, we could deny all bids and bid the project out in pieces, but doing the project this way it would take 3–4 years to complete.

Marty Kosobucki explained the funding options that exist and that De Pere Youth Hockey donated up to \$50,000 for the flooring project. In 2025, there was a balance of \$111,104 that was rolled over in the Ice Arena Fund. In 2026 there is an additional \$24,609 that has been received in surcharges. To date, there is a total of \$135,713 in the Ice Arena Fund, with total expenses of \$80,500 already committed to be done in 2026 at the Arena. Taking out these expenses, it would leave a balance of around \$55,000 in the fund. Instead of asking for the entire overage, we could request the use of the balance in the Ice Arena Fund and then request the balance of around \$45,000 to come from unassigned reserves.

James Kneiszel questioned whether the higher cost for the rubber and flooring is tariff related and, if so, should the project be delayed until the tariffs are lifted. Marty Kosobucki stated he was unsure if the higher cost is related to tariffs, but could try to find out. Marty stated that if the item needs to be brought back to the park board, the project would probably not be completed this year due to the timing it takes to make the ice.

James Kneiszel questioned what would happen if the funds in the Ice Arena account were exhausted and an emergency was to happen. Marty Kosobucki explained that it is nice to have a buffer in the fund, just

in case something happens. James Kneiszel stated that he likes the idea of doing the project in stages if it isn't going to cost much more and feels like this item should be passed onto council to make the decision. Marty Kosobucki stated that it would cost more if done in stages, and reminded the Park Board that any major expenses over \$10,000 the city is responsible for fixing per the agreement.

Elizabeth McMasters stated that per the financials, there are other user groups using the facility and questioned if they would donate any funds for the project. Marty Kosobucki stated that the De Pere Deacons participated with De Pere Youth Hockey in the \$50,000 donation. Marty stated he also had conversations with Green Bay Figure Skating and was told they raised money, but has not had any confirmation about a donation with them, and he has not heard any involvement with the high school program.

Randy Soquet opened the meeting to public comment at 6:49 pm, seconded by Elizabeth McMasters. Upon vote, the motion passed unanimously.

Brandon Bergner from De Pere Youth Hockey stated that the De Pere Deacons did give \$5,000 toward the \$50,000 donation. He also stated that Figure Skating did do some fundraising, but wants some type of recognition for the donation, which is why they did not contribute to the hockey donation.

Elizabeth McMasters questioned if there was a chance a donation would still be coming from Figure Skating. Marty Kosobucki stated there could still be a donation coming, and he could reach out to them. He stated that as part of the donation they did want some type of recognition. They were told this would need to go through the approval process and have not heard back from them since.

Elizabeth McMasters questioned if there is a list of upcoming major repairs that need to be completed. Marty Kosobucki stated that with the condition analysis that was completed, there is a long list of repairs that are needed and the Ice Arena Fund would be depleted, then council will need to determine if funding is put into the budget for the repairs.

Randy Soquet questioned Brandon Bergner if De Pere Youth Hockey had a chance to discuss how they would like to see the project progress. Brandon Bergner stated if there is a way of doing the floor all at once, that would be preferred, but they understand there is a cost to it. With the flooring project, the users will see that the user groups are investing in the rink, and it might open up more fundraising efforts.

Elizabeth McMasters moved to close the meeting to public comments at 6:54 pm, seconded by Alderperson Defnet Ledvina. Upon vote, the motion passed unanimously.

Alderpers Defnet Ledvina stated that as a council member she would be in favor of forwarding this to council to make a decision. They could use a combination of the Ice Arena Funds and unassigned reserves. Marty Kosobucki stated that if the project is not approved by council with unassigned reserves, there would be no other option than to deny the bids and not put the floor in this year and start over.

Randy Soquet moved to request unassigned reserves from city council to complete the project, seconded by Alderperson Defnet Ledvina.

Alderperson Defnet Ledvina questioned if there should be verbiage added to the motion regarding the possibility of using Ice Arena Funds as well. Marty Kosobucki stated that council has the ability to decide where the funding is to come from, unassigned reserves and the Ice Arena Fund. Marty Kosobucki also stated he will again reach out to figure skating to see about any donation and if the increase in cost of materials was due to the tariffs before the council meeting.

Randy Soquet expanded on the above motion to accept the bid from All American Arena, in the amount of \$149,490.70, with the overage to come from unassigned reserves for the Ice Arena flooring project. Alderperson Defnet Ledvina agreed with the expanded motion.

James Kneiszel stated he is in favor of moving this project to council for approval, but is not in favor of asking for this project to be funded. He is not in favor of accepting a bid that was twice as high as what the original project estimate was for and would be more comfortable rebidding the project.

Upon vote, the motion passed 3-1, with James Kneiszel voting no.

RESULT:	Passed
MOVER:	Randy Soquet
SECONDER:	Shana Ledvina
AYES:	Elizabeth McMasters, Randy Soquet, Shana Ledvina
NAYS:	Jim Kneiszel

E. Consideration and possible action to approve the Volunteer Park playground surfacing bid. *

Marty Kosobucki, Director of Parks, Recreation, and Forestry, explained that this is the first time that we put out a bid for playground surfacing that included both poured-in-place surfacing and turf. Also, this is the first time that we received bids from a contractor that came in lower than Bluemels, which is the bid for turf fall surfacing.

James Kneiszel questioned if the turf surfacing is like padded AstroTurf. Marty Kosobucki stated that is exactly what it is. The surfacing will look like turf, but will have padding like the poured-in-place surfacing. Staff is interested in trying the turf surfacing because recently we have some of our current poured-in-place surfacing that is starting to fail. The older surfacing is holding up great, but some of the newer poured-in-place surfacing is starting to fail, so staff is thinking that there is something happening to the product. With the recent failings, staff is interested in trying the new turf surfacing. Because we do not currently have any of the turf surfacing, staff reached at to the Waukesha Park Direct, and they are extremely happy with it.

Elizabeth McMasters questioned how many years the fall surfacing was supposed to last. Marty Kosobucki stated that it should last the length of the playground. Staff cannot comment on the turf surfacing because we do not currently have any, but Waukesha is happy with the turf.

James Kneiszel moved to approve the bid from Perfect Turf, in the amount of \$61,476.00 for the Turf Fall Surfacing, seconded by Elizabeth McMasters. Upon vote, the motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	Jim Kneiszel
SECONDER:	Elizabeth McMasters
AYES:	Jim Kneiszel, Elizabeth McMasters, Randy Soquet, Shana Ledvina

F. Consideration and possible action to approve the surfacing bid for the Carney Park playground.*

Marty Kosobucki, Director of Parks, Recreation, and Forestry recommended that the bid for the tile surfacing for the Carney Park playground be denied. Staff went out for bids for the tile surfacing because we wanted to try something different due to the poured-in-place issues that we have been experiencing. Staff worked with a company that installs the tile surfacing to get an estimate. However, this company did not bid on the project and the received bid was way higher than anticipated. Staff recommends that we rebid the project for poured-in-place or turf surfacing. The only problem is if the low bid came in for the poured-in-place surfacing, we might not be able to install it until the spring of 2027, due to temperatures. If turf comes in as the lowest bid, it can be installed as long as there is no snow on the ground.

Aldersperson Defnet Ledvina moved to deny the bid from Perfect Turf for the tile surfacing at Carney Park playground and rebid the project for poured-in-place or turf surfacing, seconded by Randy Soquet. Upon vote, the motion to deny the bid was approved unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	Shana Ledvina
SECONDER:	Randy Soquet
AYES:	Jim Kneiszel, Elizabeth McMasters, Randy Soquet, Shana Ledvina
NAYS:	None

- G. Consideration and possible action to approve a request from Walleyes for Tomorrow to utilize the Perkofski boat launch during the winter for their shoreline improvement project for walleye habitat.*

Aldersperson Defnet Ledvina moved to approve a request from Walleyes for Tomorrow to utilize the Perkofski Boat Launch during the winter for their shoreline improvement project for walleye habitat, seconded by Elizabeth McMasters.

Randy Soquet questioned if there would be stipulations in place if there was any damage to the infrastructure. Marty Kosobucki stated that there will be an MOU agreement prepared, and any damage occurred will be addressed in the agreement.

Upon vote, the above motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	Shana Ledvina
SECONDER:	Elizabeth McMasters
AYES:	Jim Kneiszel, Elizabeth McMasters, Randy Soquet, Shana Ledvina

- H. Discussion on beer garden revenue allocation.

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that a policy was created regarding allocating revenue from the beer garden, with the park board giving staff guidance on where they would like to see it allocated. Any information provided will be given to the City Manager for the 2027 budget. Not including any of the profits for 2026, there is around \$80,000 in beer garden revenues available for allocating to park projects.

James Kneiszel questioned the outdoor hockey rinks and if it would be a temporary rink. Marty Kosobucki stated that staff was looking at a portable ice unit, but it doesn't look like it will get funded unless we get a large donation. Currently, staff puts up the boards and then the water is just put on the ground, which takes a long time to make ice. With this system, there would be a liner that is placed on

the ground to make the ice. James Kneiszel questioned if this is different than a concrete surface for year-round hockey. Marty Kosobucki stated that this system is a cheaper alternative to getting ice made during the winter. James Kneiszel stated he would rather see the money put into a year-round, concrete, permanent structure. Marty Kosobucki stated you could still put a concrete pad under the system, it just makes ice easier to develop.

Elizabeth McMasters stated that the beer garden revenues represent the community coming together all summer long to support the event and feels the money should be spent across many different areas for the residents and not targeted toward specific groups. Elizabeth McMasters questioned if the \$260,000 in the CIP for a pickleball court is for a new facility and if the \$80,000 on the list would be an addition to either the Legion or VFW courts. Marty Kosobucki confirmed that the \$80,000 represents adding two courts to the VFW or Legion courts.

Randy Soquet commented that the epoxy floor, hockey liners, soccer goals, the Optimist Park and Octagon building roof replacements are close to \$80,000 and would hit a lot of projects. Marty Kosobucki stated that the goal is for the park board to propose the best way to use the funds and for this information to be given to the City Manager for preparing the 2027 budget.

Connor Mason questioned if the soccer goal replacement is for a specific park. Marty Kosobucki stated that it would probably be for Southwest Park because that is where the majority of the soccer fields are located. The intent is to incrementally start replacing all the soccer goals over the next few years.

Elizabeth McMasters questioned if any funds could be allocated to the Ice Arena flooring project. Marty Kosobucki stated that he wasn't sure if this could be done due to the timing of the project. If council decides to deny all bids and rebid the project in 2027, then it could possibly work.

Randy Soquet proposed that the funds be allocated to replacing the Optimist Park roof, soccer goal replacements, hockey kit, epoxy floor at the Nelson Family Pavilion, and the Octagon shelter roof, totally \$81,000. All park board members were in agreement.

5. Informational

A. Staff update on donations for Recreation Department Programs & Events.

Marty Kosobucki, Director of Parks, Recreation, and Forestry, provided an update on Recreation Department donations.

B. Staff Update on Donation from BCCWC

Marty Kosobucki, Director of Parks, Recreation, and Forestry provided an update on the Brown County Community Womens Club donation.

C. Grace Lahtela Retirement

Marty Kosobucki, Director of Parks, Recreation, and Forestry, stated that Grace Lahtela is retiring on August 13th after 9 years with the department and thanked her for her years of service.

6. Future Agenda Items

None

7. Adjournment

Alderperson Defnet Ledvina moved to adjourn the meeting at 7:21 pm, seconded by Elizabeth McMasters. Upon vote, the motion passed unanimously.

RESULT:	Passed (UNANIMOUS)
MOVER:	Shana Ledvina
SECONDER:	Elizabeth McMasters
AYES:	Jim Kneiszel, Elizabeth McMasters, Randy Soquet, Shana Ledvina

Respectfully submitted,
Grace Lahtela