

**CITY OF FRANKLIN  
PARKS COMMISSION REGULAR MEETING**

**MONDAY, JANUARY 11, 2021 – 6:30 P.M.  
FRANKLIN CITY HALL – HEARING ROOM  
9229 WEST LOOMIS ROAD, FRANKLIN, WISCONSIN 53132**

**AGENDA**

**I. CALL TO ORDER AND ROLL CALL**

**II. CITIZEN COMMENT PERIOD**

**III. APPROVAL OF MINUTES**

A. Regular Meeting Minutes of December 14, 2020

**IV. UNFINISHED BUSINESS**

A. Update on parks maintenance.

B. Status of park rules signage for Kayla's Playground located at 3723 West Puetz Road.

C. Status of the Pleasant View Park Site Plan.

D. Status of Parkland Acquisition Study contract with Vandewalle and Associates.

E. Proposal by Shelley Tessmer to develop a dog park on property located immediately west of 6855 South 27th Street (Tax Key No. 738-9974-005). The Parks Commission may enter closed session pursuant to Wis. Stat. § 19.85(1)(e), for market competition and bargaining reasons, to consider the potential acquisition of property to be used for public dog park purposes in the City, and to reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.

F. Hunting in City of Franklin parks [prohibited within City of Franklin Parks and within 660 feet thereof pursuant to Mun. Code §§183-76B.(2)(b) and (d)].

G. Jack Workman Park bridge repair or replacement.

H. Ways to recognize the service of previous Parks Commission Chair, Tony Megna.

I. Uniform signage for all parks.

- J. Plans for development of a new City of Franklin park located on South Lovers Lane Road (approximately 8100 South Lovers Lane Road, Tax Key Nos.: 801-9986-000, 801-9985-000, 801-9984-000, 801-9987-000).

**V. NEW BUSINESS**

- A. Proposal to appoint a sub-committee to explore 2021 City of Franklin holiday decorating.
- B. COVID safety information for events in a City of Franklin park.
- C. Request by Dale Pforr, on behalf of Franklin Park Concerts, Inc., for the use of Lions Legend Park band shell for a free summer concert series, from 12:30 p.m. to 4:30 p.m., on the following dates: June 27, 2021, July 11, 2021, July 25, 2021, August 8, 2021 and August 22, 2021.

**VI. NEXT MEETING DATE**

**VII. ADJOURNMENT**

Notice is given that a majority of the Common Council may attend this meeting to gather information about an agenda item over which they have decision-making responsibility. This may constitute a meeting of the Common Council per *State ex rel. Badke v. Greendale Village Board*, even though the Common Council will not take formal action at this meeting.

Notice is given that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information, please contact the Franklin City Clerk's office at (414) 425-7500.

**CITY OF FRANKLIN**  
**PARKS COMMISSION MEETING MINUTES**  
**December 14, 2020**

unapproved

**CALL TO ORDER**

- I. Vice Chair Michael Wrench called the December 14, 2020 Parks Commission meeting to order at 6:30 p.m. in the Hearing Room located at 9229 W. Loomis Road, Franklin, Wisconsin.

Present were Vice Chair Wrench, Alderwoman Shari Hanneman and Commissioners Mary Remington, David Bartels, Janice Coenen and Ex-Officio member Michelle Runte. Absent was Chair Joseph Musolf. Also present were Associate Planner Marion Ecks, Department of Public Works Kevin Schlueter and Dale Borchardt.

**CITIZEN COMMENT PERIOD**

- II. The citizen comment period opened at 6:32 p.m. and closed at 6:40 p.m. Two citizens were present.

**APPROVAL OF MINUTES**

Regular meeting minutes of September 14, 2020 and November 9, 2020.

- III. Commissioner Bartels moved and Commissioner Remington seconded to approve the minutes of the regular Parks Commission meeting held September 14, 2020 and Alderwoman Hanneman moved and Commissioner Coenen seconded to approve the minutes of the regular Parks Commission meeting held November 9, 2020. On voice vote, all voted 'aye'. Motion carried (6-0-0).

**UNFINISHED BUSINESS:**

Update on parks maintenance.

- IV.
  - A. Updates given by Dale Borchardt of DPW. Glenn Morrow hired a consultant to assess all tennis courts within the City. Discussion only. No action taken.

Status of park rules signage for Kayla's Playground located at 3723 West Puetz Road.

- B. Delivery is expected in 2-3 weeks. Discussion only. No action taken.

Status of the Pleasant View Park Site Plan.

- C. Associate Planner Ecks reported on design phase. Discussion only. No action taken.

Status of Parkland Acquisition Study contract with Vandewalle and Associates.

- D. Associate Planner Ecks reported. Discussion only. No action taken.

Proposal by Shelley Tessmer to develop a dog park on property located immediately west of 6855 South 27th Street (Tax Key No. 738-9974-005). The Parks Commission may enter closed

- E. Alderwoman Hanneman motioned to go into closed session and seconded by Commissioner Bartels at 7:07 p.m. On voice vote, all voted 'aye'. Motion carried (6-0-0).

Alderwoman Hanneman motioned to reopen closed session and seconded by Commissioner Bartels at 7:40 p.m. On voice vote, all voted 'aye'. Motion carried (6-0-0)

session pursuant to Wis. Stat. § 19.85(1)(e), for market competition and bargaining reasons, to consider the potential acquisition of property to be used for public dog park purposes in the City, and to reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.

Hunting in City of Franklin parks [prohibited within City of Franklin Parks and within 660 feet thereof pursuant to Mun. Code §§183-76B.(2)(b) and (d)].

Jack Workman Park bridge repair or replacement.

Ways to recognize the service of previous Parks Commission Chair, Tony Megna.

Uniform signage for all parks.

**NEW BUSINESS**

Plans for development of new City of Franklin park located on South Lovers Lane Road (Approximately 8100 South Lovers Lane Road; Tax Key Nos. 801-9986-000, 801-9985-000, 801-9984-000, 801-9987-000)

**NEXT MEETING**

**ADJOURNMENT**

Citizen Shelly Tessmer shared her findings.

Commissioner Remington moved and Alderwoman seconded a motion to proceed as discussed in closed session. On voice vote, all voted 'aye'. Motion carried (6-0-0).

**F.** Alderwoman Hanneman will write article for newsletters. 4 & 5 should include no hunting notice as stated in City ordinance.

**G.** Associate Planner Ecks to report to Common Council. Discussion only. No action taken.

**H.** Chair Musolf is currently in discussion with Mayor Olson. Associate Planner Ecks to check on bench cost. Discussion only. No action taken.

**I.** Ex-Officia Runte reported on rules for the 5 pavilion signs and changes she suggest.

Alderwoman Hanneman moved and Commissioner Coenen seconded a motion approve signage with addition of silly string, confetti glitter, chalk and water balloons to be strictly prohibited. On voice vote, all voted 'aye'. Motion carried (6-0-0).

**V.** Glen Morrow reported on new water tower park. 22 acres with excessive wetlands has been purchased. Tower work will begin soon and park design will be discussed at a later date.

Commissioner Bartels moved and Alderwoman Hanneman seconded a motion to move to discuss first before unfinished business. On voice vote, all voted 'aye'. Motion carried (6-0-0).

**VI** **January 11, 2021.**

**VII.** Commissioner Bartels moved and Commissioner Coenen seconded to adjourn the Parks Commission meeting of December 9, 2020 at 7:56 p.m.. On voice vote all voted 'aye'. Motion carried (6-0-0).

Letter to Mr. Mark Luberda  
Director of Administration  
City of Franklin  
April 22, 2015  
Page 4

Table 22 (Recommended Improvements and Cost Summary: Existing City-Owned Parklands) was updated to reflect the improvements made in the City Parks based on information provided by the City.

The costs of the improvements were updated in Table 24 (Planned Facilities and Facility Development Cost Summary: Planned City Parks) to reflect the provided values of \$200,000.00 for an lighting for eight tennis courts, and \$435,000.00 for a one-story 2,400 SF enclosed pavilion with indoor restroom facilities. In addition, the Planned Trails, Bicycle Routes, and Linkages were updated to reflect the construction cost of the Pleasant View Trail.

For planning purposes, the cost of a lighted tennis court, unlighted tennis court, dog park, restrooms, fitness stations and splash pads were placed in Table 24 (Planned Facilities and Facility Development Cost Summary: Planned City Parks) under the section called Park Improvements for a total cost of \$470,000.00. The cost of the Park Improvements was then allocated into Table 26 (Acquisition and Development Cost Summary: Existing and Planned City Parks). The development cost was then allocated using Community Park Existing Deficiency/Area Needed for Future Development split of 64%/36%. The deficiency share of the Park Improvements is \$299,498.00 (64%), and the growth share is \$170,502.00 (36%). These features could be added at any City Park as determined is appropriated or such features listed as anticipated for a specific park could be reallocated to any different City Park.

Please feel free to contact our office if you have any questions, comments or concerns.

Very truly yours,

RUEKERT & MIELKE, INC.

Table 24  
 Park and Recreation Facilities Needs Assessment  
 Planned Facilities and Facility Development Cost Summary: Planned City Parks

Parkland and Facility Needs	Park Type	Total Acreage	Development Cost	Status
All-Inclusive Park	All-Inclusive	N/A		
Water Main			67,693	Added
Sanitary Sewer			23,100	Added
Drive and Parking			36,780	Added
Walkways, Entrance, Pads			57,845	Added
Patio			88,950	Added
Erosion and Sediment Control			4,830	Added
Landscaping			3,500	Added
Additional Engineering			35,233	Added
Restrooms			201,067	Added
Electric			6,800	Added
Playground Equipment (Does not include \$200,000 of donated Equipment)			43,373	Added
Playground Area			241,356	Added
Remove and Relocate Existing Equipment			2,000	Added
Design Detail			114,700	Added
Utility Charges			2,669	Added
Construction Related Expenses			2,170	Added
Sign			2,000	Added
Pave Trail			19,256	Added
Fitness Stations			10,000	Added
Subtotal of Capital Costs			963,322	
Legal, Engineering and Design (10%)			96,332	
<b>Total Development Costs</b>			<b>1,059,654</b>	
Parkland and Facility Needs	Park Type	Total Acreage	Development Cost	Status
Park Improvements	Community	N/A		
Tennis Court (Unlighted)				Added
Tennis Court (Lighted)				Added
Dog Park				Added
Restrooms				Added
Fitness Stations				Added
Splash Pads				Added
<b>Total Development Costs</b>			<b>470,000</b>	
<b>Total Cost In Year 2015 Dollars - All Improvements to Planned City Parks</b>			<b>16,086,601</b>	

## Marion Ecks

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**From:** Shari Hanneman  
**Sent:** Wednesday, January 6, 2021 10:02 AM  
**To:** Marion Ecks  
**Subject:** Fwd: Hunting Ordinance  
**Attachments:** image001.jpg

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi Marion,

I put something together and ran it by Chief Olivia. He has some extensive comments which I'm sharing with you below.

Given that it seems the issue last fall was not a true violation...I'm rethinking whether or not this warrants using up the large amount of space in the newsletter.

How about, let's just put it on the agenda for discussion without the suggested wording?

Do you agree? Or have another thought?

Shari

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**From:** Rick Oliva <ROliva@franklinwi.gov>  
**Sent:** Tuesday, January 5, 2021 2:53:23 PM  
**To:** Shari Hanneman <SHanneman@franklinwi.gov>  
**Subject:** RE: Hunting Ordinance

Shari,

There are several sections of our ordinances that have to be balanced with state statutes, and hunting regulations that deal with the discharging of weapons versus hunting. While there is some overlap, there are different sections to point to depending on if people are target shooting, hunting or just discharging a weapon. For example, § 167.30 does not apply to hunting.

If you want to address only bow hunting you should cite city ordinance 183-76 Section B. which restricts hunting within 100 yards of designated areas, which is consistent with state hunting regulations. Our ordinances cannot be more restrictive than the state. I would recommend more general information that covers both activities. Something to the effect:

The discharge of weapons, including firearms and bows, is restricted in the city depending on the activity and location. Prior to engaging in the discharge of weapons, you should contact the police department for the restrictions.

Hunting is permitted in limited areas of the city. In order to Bow Hunt, a permit issued by the Chief of Police is necessary. The permit process includes the review of the area intended to hunt in order to ensure hunting is allowed and to ensure conflicts between hunters do not occur.

Regarding the hunting near Franklin Woods, it was determined that the location of the hunter did not violate the distance restrictions. The complainant was advised he should call the DNR for complaints regarding alleged illegal hunting as the DNR has even questioned our right to issue permits.

If you wish to discuss further, please call.

Rick Oliva  
Chief of Police  
Franklin Police Department  
9455 W. Loomis Road  
Franklin, WI 53132  
(414) 858-2603  
[police.franklinwi.gov](http://police.franklinwi.gov)



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**From:** Shari Hanneman  
**Sent:** Tuesday, January 5, 2021 1:01 PM  
**To:** Rick Oliva <ROliva@franklinwi.gov>  
**Subject:** Hunting Ordinance

Good afternoon Chief,

The Parks Commission would like to submit a reminder of our bow hunting ordinance in the City Newsletter. They would like to consider the wording next Monday night. I'm submitting a draft for your review and comment given that it is your department that issues permits.

Last fall we had a bowhunter in the neighborhood who was allegedly in violation of the boundaries of Franklin Woods Nature Center. This is what led to neighbors asking for a friendly public reminder. Your thoughts on the matter would be appreciated.

Attention hunters! If you obtain a bow and arrow permit from the Chief of Police, familiarize yourself with the applicable regulations and be aware of your location.

Pursuant to § 167.30, Wis. Stats. bow hunting is prohibited within **660 feet** of any park, square or enclosure owned or controlled by the City of Franklin; as well as within any Milwaukee County Park or Parkway.

\*§ 183-76 A. Prohibited. No person shall throw, shoot or discharge any bullet, pellet, B-B, marble, stone or other missile or projectile by hand or by any other means, for hunting purposes, at, in or into any building or within **500 feet** from any building or upon or within **500 feet** from any boundary of real property upon which there exists a street, sidewalk, alley, highway, park or playground, or any real property used by or owned by the public or within 1,700 feet of any hospital, sanatorium or the grounds of any school.

\*the full ordinance is available on the City of Franklin website



Thank you!

Shari Hanneman  
Alderwoman - 4th District  
(414) 510-6522

<b>APPROVAL</b>	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MEETING DATE 1/5/21</b>
<b>REPORTS &amp; RECOMMENDATIONS</b>	<b>PARKS COMMISSION RECOMMENDATION TO REPLACE THE FAILING BRIDGE IN JACK WORKMAN PARK</b>	<b>ITEM NUMBER</b>

At the October 17, 2020 Parks Commission meeting, the Commission undertook their annual “Tour of the Parks” to inspect City of Franklin park facilities. One of the issues that was raised during this inspection is the failing condition of the wooden foot bridge in Jack Workman Park, located at 3674 W. Forest Hill Ave.

At the November 9, 2020 meeting, the Parks Commission adopted a motion to recommended to Common Council the “demolition [of] a bridge at Jack Workman Park and replace it with a culvert, led by the Department of Public Works.”

The existing wood bridge will be removed, and a culvert installed on the existing asphalt trail to facilitate crossing an area of trail which occasionally floods.

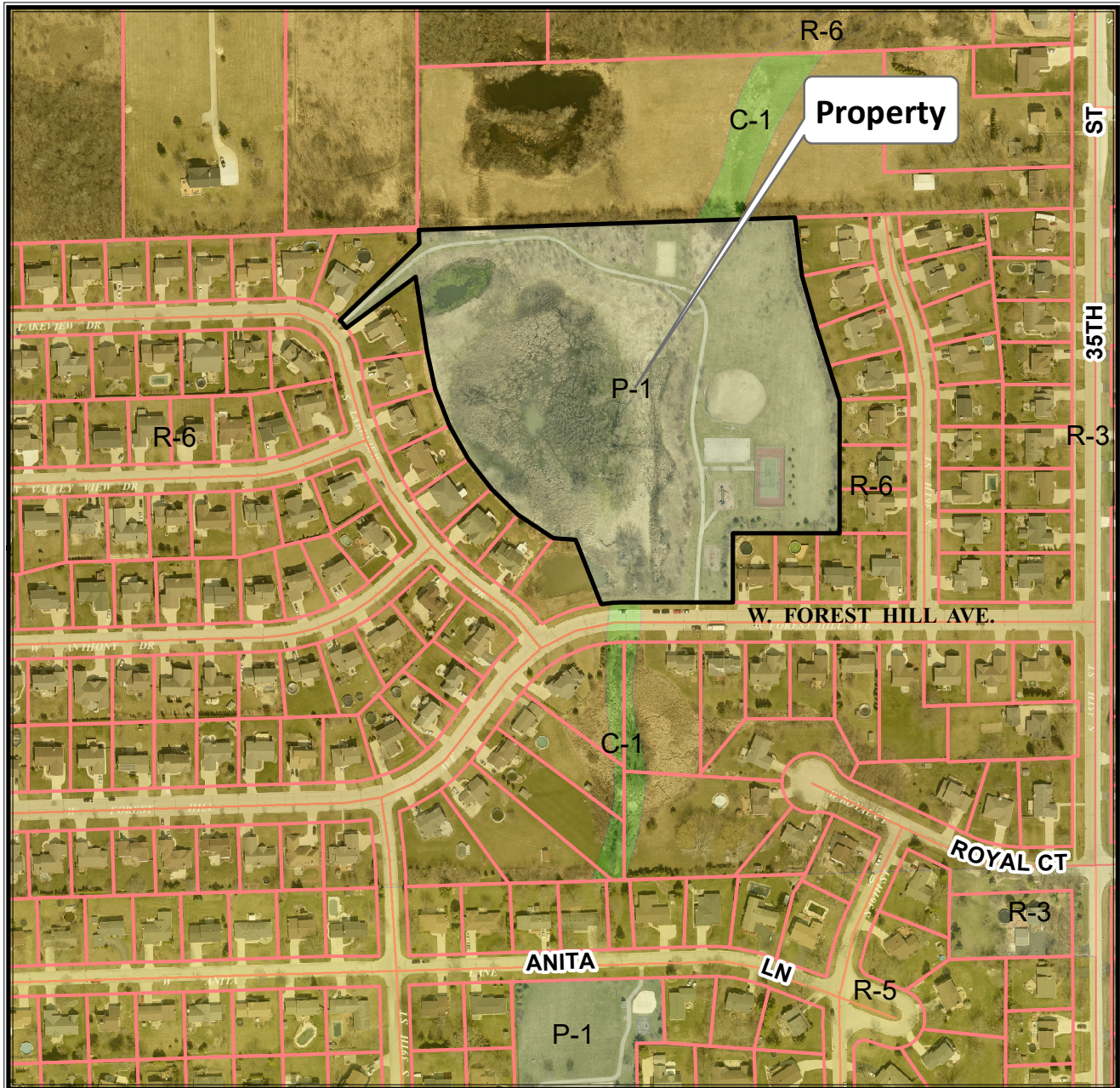
**Fiscal Note**

Appropriations exist in the 2021 Department of Public Works Budget for this project.

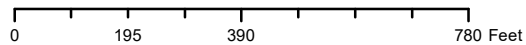
**COUNCIL ACTION REQUESTED**

A motion to direct the City of Franklin Department of Public Works to replace the footbridge at Jack Workman Park (3674 W. Forest Hill Ave) with a culvert.

3674 W. Forest Hill Ave.  
TKN: 808 0044 000



**Planning Department**  
**(414) 425-4024**



*This map shows the approximate relative location of property boundaries but was not prepared by a professional land surveyor. This map is provided for informational purposes only and may not be sufficient or appropriate for legal, engineering, or surveying purposes.*

**City of Franklin**  
**Department of City Development**

Date: January 11, 2021  
To: City of Franklin Parks Commission  
From: Department of City Development – Associate Planner Ecks  
RE: COVID 19 Safety Plans for Events in City of Franklin Parks

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In June of 2020, City of Franklin Health Officer shared information with the Parks Commission regarding COVID 19 safety in City Parks. At that time, she provided the website below from the CDC on protecting yourself when visiting parks (<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/visitors.html>), along with information about group sports and gatherings (<https://www.dhs.wisconsin.gov/covid-19/protect.htm>), and recommended limitations on group size and other precautions to protect public health.

For the coming summer, Health Officer Day would like people seeking permits for events in City of Franklin Parks to provide the Health Department with a COVID Safety Plan for their review and approval. Applicants may contact the City of Franklin Health Department (414-425-9101) to discuss proposed safety plans. Staff recommends that COVID Safety Plans be required as a condition of approval for event permits for the summer of 2021.

MX



# PAVILION PERMIT

## Lions Legend Park

Lions Pavilion

8030 S. Legend Drive, Franklin, WI 53132

**THIS PERMIT MUST BE POSTED AT PAVILION ON DAY OF PICNIC RESERVATION**

- \* This permit entitles you to the following items: Use of the shelter, electricity, picnic tables, water and charcoal grills where available. **Playground equipment, tennis courts and the volleyball courts must be shared with the general public.**
- \* No refunds are allowed unless requested in writing at least thirty (30) days before the park permit date. **There will be a \$25 cancellation fee.** Park permit fees are based on attendance and are set by the Park Commission. **A security deposit of \$100.00 is required for all locations.**
- \* Rides, games, tents and other equipment are not permitted on park property unless indicated on park permit. **Mechanical rides, dunk tanks, bounce houses, etc. must obtain a separate Entertainment and Amusement License**, which must be approved by the Licensing Committee and the Common Council. Inspections will be made prior to the event by the Electrical, Building and Fire Departments. Tents cannot be erected prior to contacting the city and shall be subject to inspection.
- \* Parking is permitted in designated parking lot or road areas only. Cars and other vehicles are not permitted in park areas, except for five (5) minutes for unloading and pick-up periods only.
- \* No staples, tape or thumb tacks are to be used in park pavilion. If removal of such is required after your rental you will be charged for damages and the amount will be deducted from your deposit.

LIONS LEGEND PARK, 8030 S. Legend Drive  
Lions Pavilion

LIONS LEGEND PARK BAND SHELL / Additional \$100

PLEASE PRINT

Name/Type of Group: Franklin Park Concerts INC

Permit Holder: Dale E. Pforr Type of Activity: Free Public Concerts

Address: 12201 W. Ravison Ave City: Franklin Zip: 53132

Telephone Number: 714-425-0244 Business Phone: ---

Number in Group:  1-49/\$100  50-99/\$150  100-149/\$175  150-199/\$225  200-250 maximum/\$275

(Note: Groups exceeding the number specified on permit will be subject to additional fees. Parks will be monitored by park personnel)

1-99 Non Franklin Groups/Additional \$50  100+ Non Franklin Groups/Additional \$75

Beer, wine & alcohol consumption only. Sale of same not permitted.

\$100 security deposit (refundable after Council approval) - PUBLIC - Grant Ass. stance

Note: Larger groups may request a special permit from the Franklin Park Commission

Dates: JUNE 27 JULY 25 AUG 22, 2001 Time: 12:00 PM to 4:30 pm (Pavilion is available from 9:00 am to 9:00 pm)

I have read, understand and agree that the area and facilities will be used in accordance with the ordinances, rules and regulations of the City of Franklin Common Council and the Park Commission. Please read rules and regulations on the reverse side before signing.

Signature: Dale E. Pforr Date: 12-21-20

In case of emergency, or to report any problems on the day of your reservation, please call

City of Franklin Police Department (414-425-2522)

and / or, Monday thru Friday from 7:00a.m. - 3:30p.m., City of Franklin Park Staff (414-425-2592)

APPROVED  REJECTED For Office Use Only DATE: \_\_\_\_\_

Check No. \_\_\_\_\_

Permit Fee:	\$ _____
Band Shell Fee:	\$ _____
Plus Deposit:	\$ 100.00
<b>TOTAL:</b>	<b>\$ _____</b>

Approved by: \_\_\_\_\_

White - Administration Yellow - Applicant

Make Checks Payable to: CITY OF FRANKLIN