

**CITY OF FRANKLIN  
PARKS COMMISSION REGULAR MEETING AND TOURS**

**MONDAY, JUNE 14, 2021 – 6:30 P.M.**

**COMMENCING AT THE TENNIS COURTS (EAST OF THE PARKING LOT)  
IN LIONS LEGEND PARK LOCATED AT 8717 WEST DREXEL AVENUE AND  
TO BE RECESSED AND RECONVENED REPEATEDLY TO ALLOW FOR THE  
COMMISSION TOURS OF THE 3 CITY PARKS AND FIRE STATION LISTED  
AND LOCATED AS SET FORTH HEREIN**

**AGENDA**

- I. CALL TO ORDER AND ROLL CALL** (at the tennis courts in Lions Legend Park)
- II. CITIZEN COMMENT PERIOD**
- III. APPROVAL OF MINUTES**
  - A. Regular Meeting Minutes of May 10, 2021
- IV. UNFINISHED BUSINESS**
  - A. Election of a Vice-Chairperson.
  - B. Appointment of a Secretary by the Chairperson.
- V. NEW BUSINESS**
  - A. Request by Evan Watters and Allison Garcia, City of Franklin residents, for a food truck for a private party at the Vernon Barg Pavilion in Lions Legend Park II, 8717 West Drexel Avenue, on Saturday, July 24, 2021, from 3:00 p.m. to 8:00 p.m.
- VI. PARK TOURS** (The Commission will proceed via individual vehicles to the Park Tours and fire station set forth below. It is anticipated that each tour will take about one-half hour.)
  - A. Tour Lions Legend Park, located at 8717 West Drexel Avenue.
  - B. Tour Market Square Park, located at 11230 West Franklin Street.
  - C. Tour Ken Windl Park, located at 11615 West Rawson Avenue.
  - D. Tour fire station, located at 9911 South 60th Street.

**VII. NEXT MEETING DATE**

**VIII. ADJOURNMENT** at the fire station located at 9911 South 60th Street

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**  
**May 10, 2021**

unapproved

**CALL TO ORDER**

- I. Chair Joseph Musolf called the May 10, 2021 Parks Commission meeting to order at 6:30 p.m. in the Hearing Room located at 9229 W. Loomis Road, Franklin, Wisconsin.

Present were Chair Joseph Musolf, Vice Chair Michael Wrench, Alderwoman Shari Hanneman and Commissioners Mary Remington and Janice Coenen and Ex-Officio member Michelle Runte. Excused was Commissioner David Bartels. Also present were Associate Planner Marion Ecks, Department of Public Works Kevin Schlueter and Dale Borchardt, City Engineer Glen Morrow and Director of Administration Peggy Steeno.

**CITIZEN COMMENT PERIOD**

- II. The citizen comment period opened at 6:32 p.m. and closed at 6:37. 2 citizens were present.

**APPROVAL OF MINUTES**

Regular meeting minutes of April 12, 2021.

- III. Alderwoman Hanneman moved and Commissioner Coenen seconded to approve the minutes of the regular Parks Commission meeting held April 12, 2021. On voice vote, all voted 'aye'. Motion carried (5-0-1).

**UNFINISHED BUSINESS:**

Update on parks maintenance.

**IV.**

- A. Department of Public Works, Dale Borchardt gave update on parks maintenance. All pavilions are open (except Pleasant View which plans to be open on the 4<sup>th</sup>). Bubblers still closed. Clean up is planned at Kayla's Playground. Lions Legend Park and Lions Legend Park #2 Pickleball screens are up. Girl Scouts met with DPW to discuss placement of the Buddy Bench. Discussion only. No action taken.

Status of Parkland Acquisition Study contract with Vandewalle and Associates.

**B.**

Vandewalle & Associates Jackie Mich gave a presentation on goals, strategy, timelines and development of the Parkland Acquisition Study contract.

Vice Chair Wrench moved and Alderwoman Hanneman seconded a motion to send recommendation of the Parkland Acquisition Study contract to Plan Commission to purchase a parcel in southwest corner of the City for future use. On voice vote, all voted 'aye'. Motion carried (5-0-1).

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

**C.**

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

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.

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.

**Motion #1**

Commissioner Remington moved and Vice Chair Wrench seconded a motion to go into closed session as stated above. On voice vote, all voted 'aye'. Motion carried (5-0-1).

**Motion #2**

Vice Chair Wrench moved and Alderwoman Hanneman seconded a motion to go into open session as stated above. On voice vote, all voted 'aye'. Motion carried (5-0-1).

Shelly Tessmer gave additional information and had additional questions. Associate Planner Ecks gave Health Department questions.

No action taken.

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

**D.**

Delivery date has been moved to late May, early June 2021. Discussion only. No action taken.

Uniform signage for all parks.

**E.**

Ex-Officio Michelle Runte reported on uniform signage for all parks but no decisions have been made. Discussion only. No action taken.

Report on City of Franklin tennis courts surface condition.

**F.**

Discussion only. No action taken.

Status of the Pleasant View Park Site Plan.

**G.**

Engineer Morrow negotiated reduced cost to \$325K to date. Cost must be down to \$300K as budgeted. Discussion only. No action taken.

Impact fee activity for the twelve months ended December 30, 2020.

**H.**

Discussion only. No action taken.

2022 Budget. Parks Commission request for information on personnel additions, Capital Outlay Fund needs, Equipment Revolving Fund needs, Street Improvement Fund needs and Major Capital Expenditures to be made with borrowed funds.

**I.**

Need to make recommendation for 2022 budget. Glen also reported a new fire station is needed. Proposed location is S. 79<sup>th</sup> and W. Ryan Road. Old fire station could be used for storage of DPW's equipment. Discussion only. No action taken.

**NEW BUSINESS**

Proposal by Steve Suhaysik, City of Franklin resident, to install an 18-hole disc golf course at Pleasant View Neighborhood Park, located at 4620 West Evergreen Street.

**V.**

**A.**

Approximate cost is \$15K-\$18K. Steve Suhaysik suggested disk golf course for Pleasant View. Commission suggested Steve first talk with Alderwoman of the district. Discussion only. No action taken.

Election of a Chairperson.

**B.**

Commissioner Remington nominated Vice Chair Michael Wrench for Chair. On voice vote, all voted 'aye'. Motion carried (5-0-1).

Election of a Vice-Chairperson.

**C.**

Tabled for the June meeting. Discussion only. No action taken.

Appointment of a Secretary by the Chairperson.

**D.**

Tabled for the June meeting. Discussion only. No action taken.

**NEXT MEETING**

**VI.**

**June 14, 2021. Special Parks Commission meeting with possible additional sites starting at Lions Legend Park #1, then proceeding to Market Square, Ken Wendel and Fire Station #3.**

**ADJOURNMENT**

**VII.**

Vice Chair Wrench moved and Commissioner Coenen seconded to adjourn the Parks Commission meeting of May 10, 2021 at 9:18 p.m.. On voice vote all voted 'aye'. Motion carried (5-0-1).

## Request for Food Truck at Vernon E. Barg Pavilion

Request prepared by:

**Evan Watters and Allison Garcia**

5610 Apricot Ct, Greendale WI 53129

7504 S Mission Hills Drive, Franklin, WI 53132

(414) 412-4741

(414) 791-5848

ewatts625@gmail.com

agarc71@gmail.com

This request is to permit a food truck to cater an event at the **Vernon Barg Pavilion**, 8713-8743 W Drexel Ave, Franklin, on **July 24<sup>th</sup>, 2021**. The event will be a family and friends gathering to celebrate a wedding that occurred earlier this year, essentially a belated party to replace a wedding reception.

We have a permit to rent the pavilion (see permit and receipt below) on July 24<sup>th</sup> from 9am to 9pm, and our event would take place from **3pm through 8pm**, with the food truck being there for that window. The truck would be parked in the parking lot, as near the pavilion as possible (see photo.) It would take 1-2 parking spaces.

The food truck will be a caterer, so attendees will not be paying for anything.

Food truck company:

**Press**

207 East Buffalo Street, Suite 104

Milwaukee, WI 53202

emily@presswafflesaumarche.com

(262) 498-1891





# PAVILION PERMIT

## LIONS LEGEND PARK

Vernon Barg Pavilion  
8717 W Drexel Avenue, Franklin, WI 53132

**THIS PERMIT MUST BE PICKED UP AT THE 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.

Please pick up the key for the Vernon Barg Pavilion at the Franklin City Hall-City Clerk's Office, 9229 West Loomis Road, Monday thru Friday, 8:30 a.m. - 5:00 p.m., no more than 4 business days before your reservation. Call 414-425-7500 for additional information.

PLEASE PRINT

Name/Type of Group: WATERS + GARCIA FAMILY

Permit Holder: EVAN WATERS Type of Activity: MARRIAGE CELEBRATION

Address: 7504 MISSION HILLS DRIVE City: FRANKLIN Zip: 53132

Telephone Number: 414-412-4741 Business Phone: \_\_\_\_\_

Number in Group:  1-49/\$125  50-99/\$175  100-149 maximum/\$200

(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 prohibited.

\$100 security deposit (refundable after event)

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

Date: 7/24/21 Time: 9 am to 9 pm (Pavilion is available from 9:00 a.m. to 9:00 p.m.)

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: Evan R. Waters Date: 7/24/21

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)

For Office Use Only

APPROVED  REJECTED DATE: 7/24/21

Permit Fee: \$ 200.00  
 Band Shell Fee: \$ \_\_\_\_\_  
 Plus Deposit: \$ 100.00  
 TOTAL: \$ 300.00

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

Approved by: [Signature]

White - Administration Yellow - Applicant **Make Checks Payable to: CITY OF FRANKLIN**

**PERMIT RULES AND REGULATIONS FOR USE OF FRANKLIN PARKS**

FRANKLIN CITY  
9229 WEST LOOMIS ROAD  
FRANKLIN, WI 53132  
Phone : (414) 425-7500  
HTTP://WWW.FRANKLINWI.GOV/

Received From: WATTERS, EVAN  
Date: 01/04/2021 Time: 8:44:58 AM  
Receipt: 169494  
Cashier: LSODDY

PK20210005  
PARK PERMIT

ITEM REFERENCE	AMOUNT
0142-22 4287 - PARK/BASEBALL FIELD RESV	
4287 - PARK/BASEBALL FIELD RE	
01-0000-4287	\$200.00
01-0000-2311	\$100.00
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TOTAL	\$300.00
CHECK #1069	\$300.00
Total Tendered:	\$300.00
Change:	\$0.00