

**CITY OF FRANKLIN
PARKS COMMISSION REGULAR MEETING**

**MONDAY, FEBRUARY 14, 2022 – 6:30 P.M.
FRANKLIN CITY HALL – COUNCIL CHAMBERS
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 January 10, 2022

IV. UNFINISHED BUSINESS

A. Update on parks maintenance.

B. Uniform signage for all parks.

C. Park permit fees and deposits for rental of pavilions and other facilities at all City of Franklin parks.

D. Status of the Pleasant View Park Site Plan.

E. 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. Park amenities including ice skating rink.

V. NEW BUSINESS

A. Request by Jim Luckey, President of the City of Franklin Historical Society, to place a memorial bench (in memory of Eldred and Julie Swanson) in the Franklin historic village, located at 8120 South Lovers Lane Road (within Lions Legend Park).

B. Request by Douglas Scherrer, on behalf of Franklin Park Concerts, Inc., for the use of Lions Legend Park band shell for a free summer concert series, from 12:00 p.m. to 4:30 p.m., on the following dates: June 26, 2022, July 10, 2022, July 25, 2022, August 7, 2022 and August 21, 2022.

- C. Park amenities donation policy.
- D. Update on Buckthorn removal and wetland restoration at a future park, currently under development, at 8120 South Lovers Lane Road.
- E. Proposal by City of Franklin resident, James Cieslak, Environmental Commissioner, to recreate the “Friends of Franklin Parks” group to assist with invasive species removal in City parks.
- F. Recommendation to Common Council to pursue the purchase of approximately 40 acres of parkland adjacent to the western boundary of the Franklin Savanna State Natural Area on West Oakwood Road.

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 REGULAR MEETING
AND PARKS TOUR MINUTES
January 10, 2022

unapproved

CALL TO ORDER

- I. Chair Michael Wrench called the January 10, 2022 Parks Commission regular meeting to order at 6:48 p.m. in the Hearing Room at Franklin City Hall located at 9229 W. Loomis Road, Franklin, Wisconsin.

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

CITIZEN COMMENT PERIOD

- II. The citizen comment period opened at 6:50 p.m. and closed at 6:51 p.m.. No citizen was present.

APPROVAL OF MINUTES

Regular meeting minutes of November 8, 2021.

- III. Alderwoman Hanneman moved and Commissioner Remington seconded to approve the minutes of the regular Parks Commission held November 8, 2021. On voice vote, all voted 'aye'. Motion carried (6-0-0).

UNFINISHED BUSINESS:

Appointment of a Secretary by the Chairperson.

- IV.
 - A. Commissioner Janice Coenen was appointed. Discussion only. No action taken.

Update on parks maintenance.

- IV.
 - B. Department of Public Works Dale Borchardt reported parks are shut down and plowing and clean-up of yard waste has begun. As of January, no park permits have been submitted. Proposed new flooring at Kayla's Park has been taken out of budget. Tennis courts at Jack Workman and Lions Legend I need to be replaced. Playground at Jack Workman, Lions Legend I and Glen Meadows need to be replaced. Discussion only. No action taken.

Uniform signage for all parks.

- IV.
 - C. No update. Table until next meeting. Discussion only. No action taken.

Park permit fees and deposits for rental of pavilions and other facilities at all City of Franklin parks.

- IV.
 - D. Commissioner Malecki designed a new map of parks, including County and City highlights, which would be recommended for the City website. More discussion on permits and map revisions at next meeting. Discussion only. No action taken.

Proposal by City of Franklin Lioness Club to donate a bench from the City of Franklin Recycle Community Event, to be placed in a City of Franklin park.

- IV.
 - E. Dale Borchardt of DPW indicated the bench has been installed. Discussion only. No action taken.

Request by Franklin resident Cate Lee and Abigail Martin to place a "Little Free Library" in a City park.

- F. Alderwoman Hanneman moved and Commissioner Remington seconded a motion to recommend approval of placement of little free library boxes at Ken Windl, Lake Erie and Lions Legend parks, provided they are built with material approved by DPW, and located in an approved area designated by DPW. On voice vote, all voted 'aye'. Motion carried (6-0-0).

City of Franklin Code of Conduct and Ethics for elected and appointed officials.

- G. Those who have not turned theirs in, need to do so. Discussion only. No action taken.

NEW BUSINESS:

Input session for Ryan Creek Trail Master Plan, moderated by GRAEF engineering and design consulting firm.

- V. A. GRAEF presented tentative plans for future park trails. Discussion only. No action taken.

Request by eighth grade Girl Scout Troop 9379, to install bottlecap art at Kayla's Playground located at 3723 West Puetz Road.

- B. Vice Chair Bartels moved and Alderwoman Hanneman seconded a motion to recommend installation of 3 bottle cap art signs at Kayla's Park subject to approval of Ex Officio Runte and DPW. DPW to determine time of removal, depending on deterioration. On voice vote, all voted 'aye'. Motion carried (6-0-0).

Request by City of Franklin resident Nathaniel Miller, to install exercise equipment at Lions Legend Park II located at 8717 West Drexel Avenue.

- C. Alderwoman Hanneman moved and Vice Chair Bartels seconded a motion to include in 2023 budget and check on park impact fees. On voice vote, all voted 'aye'. Motion carried (6-0-0).

Request by City of Franklin resident Mark Hoppe, to install a memorial bench in honor of for his mother Caroline Hoppe in Franklin Woods Nature Center located at 3723 West Puetz Road.

- D. Alderwoman Hanneman moved and Commissioner Remington seconded a motion for approval to have memorial plate placed on existing bench in Franklin Woods Nature Center. On voice vote, all voted 'aye'. Motion carried (6-0-0).

NEXT MEETING DATE

- VI. February 14, 2022

ADJOURNMENT

- VI. Vice Chair Bartels moved and Alderwoman Hanneman seconded to adjourn the Parks Commission meeting of January 10, 2022 at 8:35 p.m.. On voice vote all voted 'aye'. Motion carried (6-0-0).

Park Bench in Lions Legend Park



In Franklin's Lions Legend Park the Franklin Historical Society is requesting that the park bench pictured here could be installed in the area of our historic village of buildings along one of the pathways.

It has been explained to me that the Park Commission makes the final decisions regarding any additions to Franklin parks. Recently one of those decisions is a policy to standardize the type of bench that would be put into all of the parks. I understand that the bench here does not meet those standards.

In 2022 it is the hope of the Franklin Historical Society that the Park Commission could give us a one time waiver of this policy and have the Franklin Department of Public Works do the installing.

Our village of historic buildings was "Land Marked" by the Milwaukee County Historical Society in 2018 a great honor of which we are most proud. Our buildings are actually living museums of Franklin's history which many dedicated volunteers take great care of always adding new displays and often open for touring to the general public.

Eldred Swanson was a beloved and productive member of the Franklin Historical Society for many years who served on our board. He was an alderman in Franklin in the 1970's, an engineer by trade who worked on the NASA space program and did other community service in Franklin.

The Franklin Historical Society just wants one of our own to be honored by this bench in our village.

Jim Luckey - President FHS

Franklin Parks Commission

The Franklin Park Concerts, Inc. would like to thank the Park Commission and the Common Council for their past support. We will again be providing a five band concert series on Sunday afternoons in Lions Legend Park. The concert dates will be June 26th, July 10th, July 24th, August 7th and August 21st. All concerts will start at 1:30 p.m. and end at 3:00 p.m. We have submitted a request for the Pavilion Permit to Katy Rivedal at City Hall asking for use of the Bandshell from noon until 4:30 p.m. on each of these dates to allow time for the bands to set-up and tear down.

In addition, we have provided proof of the State of Wisconsin, Department of Financial Institutions certificate of Charitable Organization, proof of commercial insurance for the Franklin Park Concerts showing the City of Franklin, WI as an additional insured, and a Franklin Park Concerts Budget for 2022 to the Clerks Office at City Hall c/o Katy Rivedal. We have also applied for and obtained Grant Assistance for these concerts from Sandra L. Wesolowski, City of Franklin, City Clerk.

The bandshell needs to be opened by noon or before on each of these dates. Bathroom facilities should also be open for these concerts.

The FPC Inc. Board would like some additional help with promotion. Most park concerts have semi-permanent signs listing all concert information at the corner of the streets leading to the park and at the entrances to the park. The signs must be large enough to be seen from the road and would stay up for the summer. Can we get help in printing, erecting and financing these signs?

As you know, the concert series is dependent on donations from businesses and the general public. The amount raised determines the ability of the FPC Inc. to provide these concerts and to engage quality performers.

The parking situation has been addressed. All bands will be notified that band equipment may be loaded and unloaded at the bandshell, but no vehicles are allowed to park in the park itself.

The current FPC Board members are: Douglas J. Scherrer, Mary Horton, Don Dorsan & Vern Tretow

Douglas J. Scherrer, Director FPC. Inc. (414) 331-8105

8133 South 36th Street, Franklin, WI 53132, dmscherrer1@gmail.com



PAVILION PERMIT

LIONS LEGEND PARK

Lions Pavilion

8030 South Legend Drive, Franklin, WI 53132

THIS PERMIT MUST BE POSTED AT PAVILION ON DAY OF RESERVATION

- This permit entitles you to the following items: Use of the shelter, electricity, picnic tables, water and charcoal grills where available. **Playground equipment and tennis courts and volleyball courts must be shared with the general public.**
- No refunds are allowed unless requested in writing at least thirty (30) days before the pavilion 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 \$150.00 is required for this location.**
- Rides, games, tents and other equipment are not permitted on park property unless approval has been granted. **Mechanical rides, dunk tanks, inflatables, 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. **All tents and food trucks will require special approval from the Parks Commission and will be subject to additional fees.**
- 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.
- **Gum, silly string, confetti, paint, chalk, glitter, and water balloons are strictly prohibited.**

Note: The pavilion is available from 11:00 am - 8:00 pm. All decorating, set-up and clean-up must be done within your rental time.

Name/Type of Group (PLEASE PRINT): FRANKLIN PARK CONCERTS, INC.

Permit Holder: FRANKLIN PARK CONCERTS, INC.
C/O DOUGLAS SCHERRER - DIRECTOR Type of Activity: LIVE MUSIC CONCERTS

Address: 8133 So. 36TH STREET City: FRANKLIN Zip: 53132

Telephone Number: 414 331-8105 Business Phone: 414 331-8105

LIONS PAVILION, 8030 South Legend Drive LIONS LEGEND PARK BAND SHELL Additional \$100

Number in Group: 1-49/\$200 50-99/\$250 100-149/\$275 150-199/\$325 200-250 (maximum)/\$375
 1-99 Non-Resident/Additional \$150 Public Grant 100+ Non-Franklin Groups/Additional \$175

(Note: Groups exceeding the number specified on permit will be subject to additional fees. Parks will be monitored by park personnel.) Larger groups may request a special permit from the Franklin Park Commission.

(FIVE MUSIC CONCERTS) \$150 Security Deposit (refundable after Council approval)

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

Date: 6-26-22
7-10-22
7-24-22
8-7-22 + 8-21-22 Time: 12:00 P to 4:30 pm (Available from 11:00 am to 8:00 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: Douglas J. Scherrer - Director Date: January 3, 2022

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 7:00 am - 3:30 pm, City of Franklin Park Staff (414-425-2592)

FOR OFFICE USE ONLY

DATE: 1/3/2022 APPROVED REJECTED

Receipt No. Public Grant

Approved by: Katly Rueda

Permit Fee: \$ Public Grant
Band Shell Fee: \$ _____
Deposit: \$ 150.00
TOTAL: \$ _____

Make Checks Payable to: CITY OF FRANKLIN

Marion Ecks

From: Glen Morrow
Sent: Friday, January 7, 2022 3:05 PM
To: Marcia & Doug; Marion Ecks
Cc: Katy Rivedal; Kevin Schlueter; Gail Olsen; Steve Olson
Subject: RE: Parks Commission Request

Marion,

For the staff comments, I would like to emphasize the note regarding parking past the pavilion. Last year, we allowed the bands to load/unload provided that they stay on the paved area. NO ONE else was allowed to take a vehicle past the pavilion. We had multiple issues with enforcement for the visitors.

This year, I am willing to make the same condition, but be clear that if there are other vehicles that continue to go past the pavilion, we will place immovable barricades which would result in the need for the bands to dolly everything back to the bandshell.

Glen

From: Marcia & Doug <dmscherrer1@gmail.com>
Sent: Friday, January 7, 2022 1:23 PM
To: Marion Ecks <MEcks@franklinwi.gov>
Cc: Katy Rivedal <KRivedal@franklinwi.gov>; Kevin Schlueter <KSchlueter@franklinwi.gov>; Gail Olsen <GOlsen@franklinwi.gov>; Glen Morrow <GMorrow@franklinwi.gov>
Subject: RE: Parks Commission Request

Marion,

I have attached a PDF with a the required information that you requested. Please look it over and let me know if there is anything else that you need to approve the Franklin Park Concerts, Inc. request. I have cc'd all the people that this email was originally sent to from you.

This is my first time doing this and I am sorry that this process has been delayed. I originally submitted a request to the Parks Commission along with all the paperwork that I filled out with the City Clerks Office back in November. Apparently, that request was never forwarded to you and unfortunately I was told that I had complied with all necessary paperwork and requests. I was told to wait until the first week in January to request the Pavilion Permit for Lions Legend Park and everything would be complete at that time.

A representative from our Board will be present at your meeting on Monday, February 14th, 2022. What time is our requested scheduled for?

Can you please give me a timeline when this request should be sent to you for next year's appeal to the Parks Commission and the Common Council. I would like to do this in a timely manner for 2023.

Please confirm that you received this email and you have all the information that you need.

Thank you!

Doug Scherrer
 Director – FPC, Inc.

8133 South 36th Street
Franklin, WI 53132
414-331-8105

dmscherrer1@gmail.com

Sent from [Mail](#) for Windows

From: [Marion Ecks](#)
Sent: Tuesday, January 4, 2022 3:31 PM
To: [Marcia & Doug](#)
Cc: [Katy Rivedal](#); [Kevin Schlueter](#); [Gail Olsen](#); [Glen Morrow](#)
Subject: RE: Pavilion Permit - Lions Legend Park for Franklin Park Concerts, Inc.

Mr. Scherrer,

I understand you have been working with the Clerk's Office on a PUBLIC Grant for the permit fees for your Concerts in the Park series, and have/will be submitting pavilion permit requests. Due to the nature of the event and the impact on the park, Parks Commission approval of the event is also required. With the Commission Chair's consent, this item can be on their February 14, 2022 agenda. For inclusion on that agenda, please provide the following information by Monday, January 31:

1. Complete contact information: your name, address, phone number, and email.
2. Information about your request: a written summary including date, time and duration, location and facility, description of the activity or request, and any permits already obtained. Please also describe any City facilities you anticipate needing or services from the Department of Public Works. You may also provide additional supporting documentation such as pictures or maps. **Materials should be provided as WORD or .pdf files and compiled into a single document

You can email your request to me and cc Planning Secretary Gail Olsen golsen@franklinwi.gov who is copied on this email – include Parks Commission Request in the subject line. Planning Secretary Olsen and I are happy to assist with questions about submittal materials.

Please plan to send a representative to the meeting to answer questions:

Meeting Time: 6:30 p.m.

Meeting Location:
Hearing Room
Franklin City Hall
9229 W. Loomis Road

I believe there were questions about loading in and out for each concert, signage, and other special requests for the concerts that should be coordinated with Public Works. I have copied DPW Superintendent Kevin Schlueter and City Engineer Glen Morrow on this email. Please coordinate with them.

Regards,
[Marion Ecks](#)
Associate Planner
Department of City Development

City of Franklin
414-425-4024
mecks@franklinwi.gov

9229 W. Loomis Road
Franklin, Wisconsin 53132

From: Marcia & Doug <dmscherrer1@gmail.com>
Sent: Monday, January 3, 2022 6:16 PM
To: Marion Ecks <MEcks@franklinwi.gov>
Subject: FW: Pavilion Permit - Lions Legend Park for Franklin Park Concerts, Inc.

Marion,

Please see attached email correspondence between myself and Katy Rivedal at the City of Franklin, Clerk's Office.

I stopped several times at City Hall and spoke with Katy and prepared all the appropriate paperwork that I was told to complete for the Franklin Park Concerts. I did that before November 30, 2021. I was told that the only thing that I needed to do was to fill out the new Pavilion Permit for Lions Legend Park on January 3, 2022. After doing that today, I was informed that I still needed to contact you to be on the Park's Commission Agenda.

Can you please contact me as soon as possible so that we can get this resolved.

Thank you so much!

Doug Scherrer
Director – Franklin Park Concerts, Inc.

414-331-8105

Sent from [Mail](#) for Windows

From: [Katy Rivedal](#)
Sent: Monday, January 3, 2022 3:47 PM
To: [Marcia & Doug](#)
Subject: RE: Pavilion Permit - Lions Legend Park for Franklin Park Concerts, Inc.

Hello Doug,

I did receive the permit you filled out. I will send you the approved copy through the mail. I did reach out to Marion Ecks, Assistant Planner, who works with the Parks Commission. I asked her to call or email you regarding what is needed for the Parks Commission. Her email address is: mecks@franklinwi.gov and the phone number to the Planning Department is: 414-425-4024. If you do not hear from her in the next few days, please let me know. But you will need to get on the Parks Commission agenda and they meet once a month. Their next meeting is set for January 10th and their agenda is already scheduled. You will probably have to go on the February meeting.

I guess with you and me new to our positions, this part of the whole Park Concerts got missed. It is something to remember for next year that the concerts also have to be approved by the Parks Commission, as well as the PUBLIC Grant part of it gets approved by the Common Council through the Clerk's Office, which is the part that you and I have been dealing with. Lots of details.

Let me know if you have questions.

Thanks,

Katy Rivedal
City of Franklin – Clerk’s Office
krivedal@franklinwi.gov
Phone: 414-427-7506
Fax: 414-425-6428



From: Marcia & Doug <dmscherrer1@gmail.com>
Sent: Monday, January 3, 2022 11:21 AM
To: Katy Rivedal <KRivedal@franklinwi.gov>
Subject: Pavilion Permit - Lions Legend Park for Franklin Park Concerts, Inc.

Katy,

Enclosed is the Pavilion Park Permit for Franklin Park Concerts, Inc. Please let me know that you have received this and if I need to do anything else. I have not had a response from Marion yet.

Thanks for all you help!

Doug Scherrer
Director – Franklin Park Concerts, Inc.

414-331-8105
Sent from [Mail](#) for Windows

Donations offer a meaningful way for park users to connect to their favorite places, celebrate milestones and honor loved ones while supporting our community's parks. This donation policy has been established to ensure that appropriate oversight is provided in preserving our City parks and the park visitor experience. All donations shall fully respect the Comprehensive Outdoor Recreation Plan, as well as the priorities, purpose, and integrity of the City of Franklin parks.

Ways to donate:

1. **Memorial Benches and Plaques** - This donation provides for the installation of a new bench within a city park where none existed before or where one is in need of replacement. Benches include an engraved plaque along with a pad of concrete beneath onto which the bench is mounted and secured. A Plaque is affixed to an existing park bench with the location determined by staff.

2. **Trees** - Tree selection and planting locations will be chosen based on species, topography, soil condition, light exposure, mature plant size, maintenance requirements, and appropriateness for placement; and will be mutually agreed upon by the applicant and the City. The City does not guarantee the memorial tree's viability.

3. **Other Unique Amenities** - Special project donations may be considered for applications that represent broader community values; that meet the intent and criteria of this policy; that provide a public benefit; and that include a maintenance program acceptable to the City.

- a. **Other Park Furnishings** – Memorial text may be included on a park furnishing that is donated by an applicant. Furnishings, picnic tables, trash receptacles, recreational equipment, etc.
- b. **Art Installations**
- c. **Scouting / Capstone Projects**
 - i. Including but not limited to bandshells, monuments, gardens, libraries, etc...

MEMORIAL BENCH

An honoree for a memorial bench must have been deceased for at least one year prior to application. An honorary bench may be allowed for civic organizations that have had at least 10 years of active involvement in the City.

Each bench features a plaque displaying a personalized message. The cost of the bench is \$1,000.00 which includes the bench, freight, concrete slab, a plaque (up to 3 lines of text) and ongoing maintenance.

Bench styles which meet the standards of the City for design, durability, and construction are pre-selected by the Plan Commission and staff. Donations may not deviate from these styles.

The Parks Commission will establish a Park Bench Donation Plan showing the approved sites for all park bench donations. Some sites may be deemed inappropriate for memorial benches.

MEMORIAL PLAQUE ON EXISTING BENCH

The City will procure and install a small metal plaque on an existing park bench to honor the individual or civic organization. The plaque size, font, and design specifications as well as approval of the message, will be at the discretion of the Parks Commission and staff. A maximum of three lines will be allowed on any plaque. The plaque will be securely inset or surface-mounted onto the seat back of the bench by the City. A marker that reads "Donated by a Friend of Franklin Parks" will identify benches donated anonymously. The term for this plaque is also ten years.

A \$300 donation is required which includes the cost of the plaque, cost of installation and administration fee.

Park benches in outdoor settings have a reasonable lifespan of about 10 years. The City will provide for normal maintenance and repair of the bench during its useful life. If bench removal is required, due to deterioration or severe vandalism, the City does not guarantee the replacement of the bench. The plaque will either be installed on another bench or returned to the Donor. Additionally, the City reserves the right to relocate the bench if unforeseen circumstances arise due to its location or setting.

TREE DONATIONS

The City of Franklin welcomes tree donations to honor the memory of a loved one, or in celebration of a milestone event or special occasion. A \$400 donation will help make our parks healthy, attractive, and environmentally sustainable. Donations will be acknowledged in the City of Franklin newsletter.

CRITERIA FOR DONATIONS OF ART, MONUMENTS, SIGNS AND OTHER UNIQUE AMENITIES

Approval of extraordinary donations will focus on four general categories: appropriateness, aesthetics, maintenance and safety. All donations must comply with the City of Franklin code and building requirements and the Comprehensive Outdoor Recreation Plan. The Parks Commission and staff review the appropriateness of the subject as it relates to the site, the compatibility of the donation within the landscape, the impact on a park and its use, aesthetic merit, as well as safety and maintenance issues. Applicants will bear the cost of all necessary permits, approvals, project management, design, installation and maintenance.

The Parks Commission reserves the right to make a recommendation to the Common Council for final decision on any application.

Appropriateness

Most effective outdoor public art is sited in spaces which bear a particular relevance to the subject of the piece. With commemorative monuments, historical associations between the subject or artist and a community are a traditional mechanism for the selection of an appropriate site. Consideration should also be given to the long-term impact of permanent monuments, and subjects should be of a stature able to weather time, changing attitudes etc. In no instance, should any public installation depict subjects that are trademarked or commercially licensed, or subjects that are divisive or controversial in nature.

The considerations include the significance of an event/person being memorialized; the timeless qualities that make a statement of significance to future generations; and/or the subject represents a person or event deemed significant to the City of Franklin's history.

Aesthetics

The proposed donation should enhance the park environment without diminishing a park's ability to offer undefined open space for quiet contemplation and/or spontaneous activities. It should enhance the park with elements that add to the identity and ambience of the park.

Although subjective, aesthetic merit is the primary determinant in the acceptance of permanent works of art or other amenities. The quality, scale, and character of the donation must be at a level commensurate with the particular park setting; reuse, rehabilitate or restore an existing park feature where appropriate; and enhance a park by adding elements that add to identity and ambience. Art, sculpture, and monuments of inferior workmanship will not be approved.

Safety & Maintenance

Proposed projects must meet the requirements of American with Disabilities Act (ADA) by providing accessibility to all park users.

Materials, design, and construction must meet the requirements of DPW.

Proposed projects must not create any public safety or security issues. This includes but is not limited to attraction for vandals, and traffic and pedestrian volumes beyond the capacity of the park.

Proposed projects must not place an unreasonable burden on public utilities and infrastructure.

Special consideration will be given to those proposals which provide a plan and funding for the care and upkeep of long term installations.

The City of Franklin cannot in good faith accept donations which present an unreasonable cost or maintenance burden.

Additional Donation Information

- All items donated to a City of Franklin park are the property of the City of Franklin and are maintained at the same level as the other furnishings and landscape elements within the park system.
- Damaged or vandalized benches and picnic tables will be repaired in a timely manner by the City.
- Engraved language on all benches and picnic tables is subject to approval by the City.
- Franklin Department of Public Works (DPW) manages donated amenities. Not all the parks are suitable for new bench or picnic table donations. Available bench donation opportunities vary by project, park and request. DPW staff makes all final decisions regarding bench location.
- Individual parks may reach a saturation point at which time City staff may consider closing the location to additional memorials and projects.

- Once the particular park location and wording is approved by the Department, please allow approximately 3 months for the installation to be completed once donation has been paid in full.
- Park bench and picnic tables have a life span of 10 years. After that period, the furnishings will be available for renewal with first right of refusal given to original donor. The City will make a reasonable attempt to reach the original donor through contact information originally submitted with the donation.

Application Process

1. The donor is required to complete the application which must include a description, photo and/or drawing of the donation, estimated value and estimated life cycle.
2. Applications will be reviewed by City staff and forwarded to the City Engineer and DPW for review.
3. The completed application will be brought as a discussion item to a meeting of the Parks Commission. The Commission will review the request based on the criteria outlined in the policy.
4. Following their review, the Commission will vote to approve or deny the donation. The Commission shall specify the reason or reasons for their recommendation or decision and provide a summary to the Common Council. The Commission reserves the right to forward recommendations of large proposals to the Common Council for final approval. Approvals shall expressly set forth any limitations or conditions recommended or imposed.
5. Upon final approval by Parks Commission and/or Common Council, staff will collect the appropriate fees and oversee the installation of the Donation.

Marion Ecks

From: Dale Borchardt
Sent: Thursday, January 13, 2022 2:04 PM
To: michaelwrench@hotmail.com; djbartels54@gmail.com; 'Mary Remington'; jmcoenen7@gmail.com; karen61.malecki@gmail.com; Shari Hanneman
Cc: Kevin Schlueter; Glen Morrow; Marion Ecks; Michelle Runte
Subject: Comments on the January 10 Parks Commission Meeting

Follow Up Flag: Follow up
Flag Status: Completed

Hello,

I just have a couple comments on some of the items that were discussed at the January 10 Parks Commission meeting. I don't want to overstep my role here, but I have to deal with these issues, so I'll give my input. If I am overstepping, tell me to "shut up".

Benches:

I really don't understand the purpose of adding a plaque to an existing bench. Existing benches are already paid for. The donor will be paying approx. \$164 (the cost of Tony Megna's plaque) to add a dedication plaque to a bench. Are we going to let anyone add a plaque to any existing bench in the City? Also, I don't believe there is a good way to add a plaque (and make it look like it's supposed to be there) to our green benches. It's going to stick out and be uncomfortable when someone sits on the bench.

Additionally, we at the DPW recently reviewed our parks and the number of benches in them. We ordered some new green benches to install where we are short on benches.

For new benches that are dedicated in the future (black bench that the Commission approved, like Tony Megna's bench), we might want to make a list of approved locations. Then, if someone wants to donate a bench, it has to be a black bench and they can choose the location from the list.

Another idea would be to donate a tree and place a plaque on a rock next to the tree. We can plant as many trees as we want.

Little Free Libraries:

I don't want to sound negative and be the "bad guy", but do we want these on City property? Isn't there enough to do at a park without reading (that probably really sounds like I'm against reading)? Are they taking business away from our real library? Once they are installed, we will have to maintain the libraries and clean up the books. I know it's a good thing to promote books and reading, but we already struggle to keep up with the parks. Can they be located on private property?

The girls already emailed us a list of materials they have to build the libraries, and it looks like they are planning to make them out of wood, so they will need maintenance. I thought we told them to use plastic wood (like what Kayla's Playground is made of), so it would require minimal maintenance. And what if the libraries aren't up to our standards? They will be a permanent part of our parks.

So my ultimate question is: should these be added to our parks? I will definitely go along with what the Commission decides, but I want to make sure this is what you want and that you didn't vote "yes" because it's hard to tell them "no". Sometimes I sense that everyone isn't always candid when the applicants are present.

Bottlecap Art:

I don't have any negative comments on this, as long as Shelly gives her approval. The only question I have is: will there be a limit on the amount of these types of things? I believe Kindness Rocks are still on the back-burner (because of COVID).

It's difficult to discuss these issues at a meeting when the applicant is there, because it's hard to be negative or say "no" to someone with good intentions. Could we discuss this at a meeting without the applicant there and come up with a policy? Again, I don't want to give my input when it isn't appropriate or isn't wanted. I will always support any decision the Commission makes and if these issues have already been decided, I will support them.

Respectfully,

Dale Borchardt

Foreman, Department of Public Works

City of Franklin, WI

Cell: (414) 507-6589

Office: (414) 425-8881



APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE February 1, 2022
REPORTS & RECOMMENDATIONS	RESOLUTION FOR THE DESIGN AND IMPLEMENTATION OF THE WETLAND RESTORATION AT WATER TOWER PARK 8120 S. LOVERS LANE ROAD (TKN 801-9986-000) IN COOPERATION WITH ROOT-PIKE WATERSHED INITIATIVE NETWORK	ITEM NUMBER

BACKGROUND

The City is developing a park located at 8120 S. Lovers Lane Road. The park features are not anticipated to be constructed for at least a few years to allow for the construction of a new water storage facility. This parkland has significant wetland features that could be a central feature to a passive park design.

Root-Pike Watershed Initiative Network (Root-Pike WIN) is a 501(c)3 non-profit formed in 1998 by the Department of Natural Resources and other watershed stakeholders, including Franklin, to restore, protect and sustain the five watersheds of Southeastern Wisconsin. Root-Pike Watershed Initiative Network brings municipalities, private citizens, donors and environmental experts from the Root-Pike basin together to improve water quality, restore natural habitats, reduce storm water runoff and create places where people want to live, work and invest. Franklin utilizes Root Pike WIN to satisfy some of our MS4 stormwater requirements.

ANALYSIS

Staff has discussed the wetland complexes and potential for the Water Tower Park with Root-Pike WIN. There are many grant opportunities available for these types of projects and Root-Pike WIN is experienced in these types of projects. The attached resolution would authorize Root-Pike WIN to work on this project as needed to bring it to fruition, specifically to apply for grants to secure the funds necessary to complete the design and implementation. Any fees paid directly by the City of Franklin are yet to be determined and would be discussed as needed prior to proceeding with Franklin reimbursable activities.

This issue is planned to be discussed at the Franklin Environmental Commission on February 23, 2022.

OPTIONS

Accept or Reject Resolution authorizing Root-Pike WIN to work to identify and acquire funding on the City's behalf for this project(s).

FISCAL NOTE

Not determined at this time. To be discussed as opportunities are identified. This resolution does not commit City to fund and/or implement the wetland restoration, even if the design work is fully funded and finalized into construction documents with no financial assistance from the City.

COUNCIL ACTION REQUESTED

Authorize Resolution 2021-_____ a resolution for the design and implementation of the wetland restoration at Water Tower Park 8120 S. Lovers Lane Road (TKN 801-9986-000) in cooperation with Root-Pike Watershed Initiative Network.

And direct Staff to present and gather additional input at the February 23, 2022 Environmental Commission meeting.

Engineering: GEM

STATE OF WISCONSIN : CITY OF FRANKLIN : MILWAUKEE COUNTY

RESOLUTION NO. 2022- _____

RESOLUTION FOR THE DESIGN AND IMPLEMENTATION OF THE
WETLAND RESTORATION AT WATER TOWER PARK
8120 S. LOVERS LANE ROAD (TKN 801-9986-000)
IN COOPERATION WITH ROOT-PIKE WATERSHED INITIATIVE NETWORK

WHEREAS, the City of Franklin is interested in removing invasive species, restoring the wetlands, increasing stormwater infiltration, enhancing biodiversity through revegetated habitats, providing a new trail system, and creating a place where people want to be at the future Water Tower Park located at 8120 S. Lovers Lane Road (TKN 801-9986-000); and

WHEREAS, Root-Pike Watershed Initiative Network is a 501(c)(3) non-profit organization that initiated and implements the Root River Watershed Restoration Plan; and

WHEREAS, Root-Pike Watershed Initiative Network is experienced in identifying and acquiring grant and other financial aid funding necessary to complete the design and implementation for these types of projects; and

WHEREAS, Root-Pike Watershed Initiative Network is willing to provide grant writing, conduct site tours, facilitate the obtaining of professional engineering services, act as the project manager to obtain professional services to develop the plans, estimate, schedule and manage the grant funds received to complete the wetland design, permitting, and implementation; and

WHEREAS, the City of Franklin works cooperatively with Root-Pike Watershed Initiative Network through the Southeastern Wisconsin Clean Water Network and the Department of Natural Resources to reduce stormwater runoff impacts as part of the City of Franklin's stormwater permit requirement; and

WHEREAS, there is no commitment by the City of Franklin to fund and/or implement the wetland restoration even if the design work is fully funded and finalized into construction documents with no financial assistance from the City; and

NOW, THEREFORE, BE IT RESOLVED, that the City of Franklin will cooperatively work with Root-Pike Watershed Initiative Network, and HEREBY AUTHROIZES its Executive Director to develop grant applications to act on behalf of the City of Franklin to:

1. Create and submit grant applications to various grant sources with City of Franklin's Engineer's input review and final approval; and
2. Facilitate the design and implementation of the project in accordance with the rules, regulations and wishes of City of Franklin and the Department of Natural Resources; and
3. Take the necessary action to undertake, direct and complete the approved design provided by the various potential funding sources under the supervision of City of Franklin's Engineer; and
4. Serve as the project manager and fiscal agent for the design and implementation phases of the wetland restoration at Water Tower Park; and
5. Create bid documents, conduct the bidding process, and make the final bid award under the guidance and final approval of the City of Franklin; and

- 6. Oversee the implementation activities and vendor contracts in accordance with the bidding and procurement regulations of the City of Franklin.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that Root-Pike Watershed Initiative Network is required to obtain written authorization from Common Council prior to performing any work that requires reimbursement from the City of Franklin.

Introduced at a regular meeting of the Common Council of the City of Franklin the _____ day of _____, 2022, by Alderman _____.

PASSED AND ADOPTED by the Common Council of the City of Franklin on the _____ day of _____, 2022.

APPROVED:

Stephen R. Olson, Mayor

ATTEST:

Sandra L. Wesolowski, City Clerk

AYES _____ NOES _____ ABSENT _____

Franklin Parks Commission Proposal

As I am sure you are aware, the Environmental Commission has been working on a proposal for the control of Buckthorn in the city. Since the issue of invasive plants naturally involves the city's parks, as well as other public lands and private property, your input and advice are needed. For the Environmental Commission to declare the plant a nuisance and require its removal is the easy part. Doing something about it will require a city-wide plan, involving many departments, that addresses such issues as:

- a) From where and when must it be removed first?
- b) Should certain property types be exempt from the ordinance?
- c) Should the Forestry or Parks Department take charge of the process?
- d) What level of funding is going to be needed, beyond the present level?

In addition, the level of effort it will take to eradicate this and other invasives suggests that the city look at recreating a "Friends of Franklin Parks" to assist in cleaning up our parks, other city owned lands, and the many other natural areas within the city. We are fortunate to have many members of our community involved in environmental projects, a high school that involves its students in such projects, and many scout groups. All these groups could be recruited to help in an ongoing city-wide effort.

As invasives are removed, the areas involved will require monitoring for years. To ensure that the invasives do not simply return, I encourage the city to adopt a "natural areas" concept that will use native plants that can reclaim the area more quickly. Such a process could also be used to reduce the areas that require regular mowing and built into future landscaping plans by the city.

I thank you for your time and look forward to working with you on these matters.

James Cieslak

Franklin Environmental Commission

7568 S 74th St

262-666-0931



SEWISC currently has a limited amount of funding to provide for invasive species control

- This funding can only be used for on-the-ground invasive species control projects.
- This Program is a benefit of membership to SEWISC members. All applicants must be a current (2022) member of SEWISC.
- Preference will be given to qualified applicants/projects not funded in the previous (2021) year.
- Assistance awards will be limited to a maximum of \$2,000 of funding from SEWISC.
- The funded project must provide a match that equals at least 25% of the total project budget. In-kind (e.g. volunteer labor) match is acceptable. SEWISC will not fund more than 75% of the total cost of the project. Details of the match calculation must be shown in the grant application budget.
- Applications are due by 5:00 PM CST March 4, 2022; and awardees will be notified by March 25, 2022.
- The project must be completed in 2022; a final report will be due by January 31, 2022.

These funds were provided to SEWISC by the We Energies Foundation