

City of Franklin
Parks Commission Meeting
April 8, 2024
Minutes

Approved
May 13, 2024

I. Call to Order and Roll Call

Chair Michael Wrench called the April 8, 2024, Parks Commission meeting to order at 6:30 p.m. commencing in the Common Council Chambers at Franklin City Hall at 9229 W. Loomis Road, Franklin, Wisconsin.

Present was Chair Michael Wrench, Vice Chair Karen Malecki, Alderwoman Courtney Day, Commissioners Mary Remington, Kristen Stanley and Susan Lance. Present was City Engineer Glen Morrow, Department of Public Works Kevin Schlueter and Dale Borchardt. Absent was Ex-Officio Michelle Runte and Principal Planner Marion Ecks.

- II. **Citizen Comment Period.** The citizen comment period opened at 6:31pm and closed at 6:41 pm. Citizen LeRoy Lewandowski, 8030 W. Winston Way, was present and expressed the following complaints: doesn't like the way trees were planted at Pleasant View Park, wood chips blowing away on playgrounds under swings, dog walkers not using leashes, Kayla's Playground flooring, children climbing on top of playground buildings, wants Kayla's Playground and Pleasant View Park open to citizens of Franklin only, wants Port-a-Lets be placed at parks without bathroom facilities and Pleasant View Park pavilion open to the public, not just for rentals.

III. **Approval of Minutes – Regular meeting of March 11, 2024**

Commissioner Remington moved and Vice Chair Malecki seconded to approve the minutes of the March 11, 2024 meeting. On voice vote, all voted 'aye'; motion carried 6-0-0.

IV. **Unfinished Business**

A. Update on parks maintenance.

The new pickleball courts near the library should be paved this week. Department of Public Works, Dale Borchardt, reported the restrooms are now open in the parks, picnic tables are out and tennis and pickleball nets are up. The log roll at Kayla's Playground broke but has been fixed. The City Easter egg hunt went well. Discussion only, no action taken.

i. Jack Workman Tennis courts

- City Engineer Morrow reported there are significant cracks/defects on the tennis courts.
- Fence Posts are heaving above 1 foot and fencing is 4"-6" inches higher than should be. Photos were included in the packet.
- Question to the Commission: What should be done with the courts? Options discussed: remove them, repair them, make pickleball courts or something else.
- Suggestions offered: there is no parking lot available, street parking only. There is playground equipment nearby. Recommend the Alderperson of this district contact residents for feedback. Discussion only, no action taken.

B. Park Facilities Reservation and Permitting Policies. Discussion of reservation policies for league sports and other groups, fees, rules, and policies for parks.

i. Pickleball Facility Rental and Reservation policy – Rental fees

- Milwaukee County Parks charge \$15.00/hour, some charge for open play.
- Regarding software: what should the system be able to do? City budget includes personnel requests, capital expenditures and operating costs. A request for software upgrade would need to be submitted by August, 2024 and go through IT and the Technology Commission. Currently, City courts cannot be reserved due to lack of a software program that can handle this. Discussion only, no action taken.

ii. **Park Rules** – City Engineer Morrow took signage information to Common Council. The topic has been tabled indefinitely. City Attorney is reviewing. Discussion only, no action taken.

C. **2024 Budget.** Parks commission requests for information on park finances.

i. **Budget Request for Personnel.** The Park Commission proposes to request a new DPW position to coordinate park permitting and other functions.

- City Engineer Morrow will assist with writing a memo on why a new position is needed, including job duties. This would be a part-time administrative position. The Clerk’s office would like to offload this responsibility. Should a position be considered for a part-time person in the Clerk’s office? Discussion only, no action taken.

D. **Parks Marketing Materials.** Park amenities donation policy and Parks marketing materials including maps, pamphlets, etc.

Vice-Chair Malecki reported that she received approval for funds from the Tourism Commission for printing costs. The materials will be available in the Clerk’s office and at the Library. Commissioner Stanley will reach out to the Scouts and Franklin High School woodworking class to see if Kiosks could be made for the parks that do not have them. Maps would be displayed in the kiosks. Discussion only, no action taken.

E. **Ex Officio Representation of Franklin Education and Recreation Department.** Proposal to add an Ex Officio member from the Franklin Public Schools Education and Recreation Department.

City Engineer Morrow reported this request went to Common Council and was approved. The new Ex-Officio member may need to be sworn in. Discussion only, no action taken.

V. **New Business**

A. **Environmental Commission Recommendations regarding mowing.** Environmental commission recommendation to adopt proposal to best practices for mowing of native plants.

Information was included in the meeting packet on best practices for mowing in the open field areas. Discussion only, no action taken.

VI. **Adjournment.** Commissioner Stanley moved and Commissioner Remington seconded to adjourn the meeting at 7:34 p.m.. On voice vote, all voted ‘aye’; motion carried 6-0-0.