

City of Franklin
Parks Commission Meeting
June 10, 2024
Minutes

Approved
July 8, 2024

I. Call to Order and Roll Call

Vice Chair Karen Malecki called the June 10, 2024, Parks Commission meeting to order at 6:30 p.m. commencing in the hearing room at Franklin City Hall at 9229 W. Loomis Road, Franklin, Wisconsin.

Present was Vice Chair Karen Malecki, Alderwoman Courtney Day, Commissioners Mary Remington, Kristen Stanley, Cathrine Kosler, and Susan Lance. Present was Principal Planner Marion Ecks, Department of Public Works Kevin Schlueter, Dale Borchardt and non-voting member Ex-Officio Michelle Runte. Excused was Ex-Officio Leah Voss. Absent was Chair Michael Wrench.

II. Citizen Comment Period. Citizens present. No Citizen comments presented. Opened/Closed 6:31 p.m.

III. Approval of Minutes – Regular meeting of May 13, 2024

Commissioner Stanley moved and Commissioner Remington seconded to approve the minutes of the May 13, 2024, meeting. On voice vote, all present voted ‘aye’; motion carried 6-0-1.

IV. Unfinished Business

a. Update on parks maintenance.

Department of Public Works, Dale Borchardt reported, keeping up with the park rentals and mowing. At the Franklin Woods Kayla’s playground floor has been removed and layering of the rubber has started. Lions Legend Pickleball courts have half of the base coat. The second half of the court requires the base coat. The surface layer will be applied at the same time along with cement work. Hopeful for completion this week. Department of Public works is preparing for the 4th of July weekend. 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

- Principal Planner Ecks shared that she is collecting software quotes and organizing a demonstration of the different software systems with some city staff. This will be a capital request. Some systems charge \$5,000 to \$10,000 for startup, with \$5000 annual renewal fees. Funding needs to be approved. The Recreation department uses the Rec Track software. Discussion only, no action taken.

ii. Park Rules – no update

c. Budget. Parks commission requests for information on park finances.

i. Budget Request for Personnel. Commission proposal to coordinate park permitting and other functions. Currently it has not been decided which department would hold the new position if approved. The Planning department still does not have a new manager. This topic needs further discussion. 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 the city park rental materials have been printed. The materials are currently in the planning department. She will distribute. The map of the city parks will eventually be placed in the city newsletter. A map showing the number and location of the city tennis and pickleball courts will be put on the website. It was requested that the map also be placed in the kiosks available at some of the city parks. Discussion only, no action taken.
- e. **Aurora Trail Proposal.** Discussion of proposed trail at 9200 W. Loomis Rd to connect with future “Watertower” park at 8120 S. Lovers Lane Rd. This topic will be tabled until next month’s meeting. Discussion only, no action taken.
- f. **Striping of Pickleball and Tennis Courts.** Discussion of tennis and pickleball court availability and information about how decision on city park facilities are made. Citizen, Karen Grishaber, was present at the meeting tonight. It was noted that Vernon Barg has 4 permanent pickleball courts and 1 tennis court. She requested that the tennis court not be converted to pickleball and would like the permanent pickleball courts converted back to tennis courts when resurfaced. She asks that Franklin residents have the opportunity to provide input on any tennis court changes. Could use Survey Monkey. It was explained that when court decisions are made the request would go into the city budget for approval. The Parks commission offers recommendations on changes and then it is sent to common council for a final decision. The plan is to eventually resurface all the city courts. Principal Planner Ecks has Ms. Grishaber’s email. She was advised to monitor the Park Commission agendas and council agendas for topics. Discussion only, no action taken.

V. **New Business**

Request by Maribella Colon. Request by Maribella Colon to have a bounce house and reserve four pickleball courts at Ken Windl Park at 11615 W. Rawson Ave., from 12:00 to 6:00 on Sunday, July 28, 2024, for a private party. Ms. Colon was present at the meeting. She has obtained insurance. The applicant will work with the DPW on placement of the bounce house. She does not want the use of the Pickleball courts. Commissioner Lance moved and Alderwoman Day seconded. On voice vote, all present voted ‘aye’; motion carried 6-0-1.

- V. **Adjournment.** Commissioner Remington moved and Commissioner Stanley seconded to adjourn the meeting at 7:06 p.m. On voice vote, all present voted ‘aye’; motion carried 6-0-1.