

City of Franklin
Parks Commission Meeting
September 9, 2024
Minutes

Approved
January 13, 2025

I. Call to Order and Roll Call

Vice Chair Kristen Stanley called the September 9, 2024, Parks Commission meeting to order at 6:31 pm commencing in the Council Chambers at Franklin City Hall at 9229 W. Loomis Road, Franklin, Wisconsin.

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

- II. Citizen Comment Period.** The citizen comment period opened at 6:35 pm and closed at approximately 6:45 pm. Alderwoman Eichmann thanked the Ambassadors for their service. She also commented that last week she was contacted by a non-resident who had rented the Pleasant View Pavilion for a birthday party on the weekend. The renter was having a bounce house and had proof of insurance. When the renter spoke with the City Clerk's office, they told her she could not have the bounce house as she did not get approval through Parks Commission. Many departments were involved, including Mayor Nelson. The renter was finally allowed to have the bounce house, however Alderwoman Eichmann commented that often circuit breakers blow when there is a bounce house and DPW is called to come in. It is unknown who checks liability certificates and questions if it would cover the cost if a child is injured. Alderwoman Eichmann commented that we should eliminate the approval of bounce houses. Mayor Nelson also commented we should look at possibly eliminating bounce house approvals. If we deem to keep allowing bounce houses, we should model after the City of Milwaukee and include pricing. He also commented on the wonderful Ambassador program. He thanked Shelly Runte for her work on the program. David Hust (teacher at Franklin High School) requested approval of the Pickleball courts at Pleasant View Park during fall 2024 and spring 2025 on Tuesdays and Fridays from 3:00-4:30 when the nets are up. His request was not on the agenda for discussion. He was asked to submit a letter from the Franklin Athletic Director and send to Principal Planner Ecks.

III. Approval of Minutes – Regular meeting of August 12, 2024

Vice Chair Stanley moved and Commissioner Remington seconded to approve the minutes of the August 12, 2024 meeting. On voice vote, all voted 'aye'; motion carried (6-0-1).

IV. Unfinished Business

a. Update on parks maintenance.

Dale Borchardt, of the DPW, reported the parks are being kept safe and clean.

- The Frog Spring Rider was repaired at Kayla's Playground.

- The new Pickleball courts at Lions Legend should be ready to open at the end of September. Landscaping, asphalt and concrete needs to be finished before they can open.
 - The new sidewalks in Franklin will be maintained by the City of Franklin during the winter months when time is available. 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

- No discussion until there is a reservation system in place

Discussion only, no action taken.

ii. Park Rules – no update.

- c. Budget.** Parks Commission requests for information on park finances.

No discussion. Principal Planner Ecks was not present at the meeting

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

Positive feedback is being received on the new city map of the parks. Discussion only, no action taken.

- e. Community Event Engagement.** Future involvement in National Night out, Trunk-or-Treat, Bike Rodeo and other City of Franklin community events.

Vice Chair Stanley reached out about registering for Trunk or Treat on Oct 24, 2024. The theme for the Parks Commission station will be Jurassic Park. Crayons, coloring sheets and stickers will be available for hand-out. Commissioners Lance and Remington will assist Vice-Chair Stanley at this event. Vice-Chair Stanley will work with Principal Planner Ecks on registration. The Parks Commission approved the representation at this event. Discussion only, no action taken.

V. New Business

a. Kayla's Playground Ambassador Recognition

Ex-Officio Michelle Runte acknowledged several people, including DPW Kevin Schlueter and Dale Borchardt and Mayor Nelson. Ms. Runte thanked Council members and Parks Commission on the replacement of the floor of Kayla's playground. She commented on the success of the Ambassador program. The playground was closed for the month of June for new flooring. In August the ambassadors partnered with the Franklin Police department at National Night Out. She thanked Officer Gary Wallace. There is a partnership with the Franklin High School Technology department for projects.

Culvers was thanked for their ice cream donation. For 'We Care Wednesdays' Mimosa donated gift cards. Commissioner Malecki was thanked for the creation of the city trail map. Every resident has a copy of the map now. Franklin Public Schools recruited and trained the Ambassadors of which there are 13 educators in the program. A handful of students have also volunteered. The Ambassadors are present from 10:00 am – 8:00 pm daily. Those Ambassadors who were in attendance were thanked and received a certificate. Vice Chair Stanley read a statement thanking the group. Discussion only, no action taken.

b. Health Department Programming Updates. Update on Health Department initiatives relating to City Parks.

Director of Health and Human Services Lauren Gotlieb and student Hayden were present. Positive feedback received on the city map of parks and their locations. People greatly value parks but there is a discrepancy in the number of people who use the parks. Data was collected on what is happening in the city parks. Student Hayden (earning her Master's in public health) reported on park use and survey that was completed. Use of city parks is a driver of physical and mental health. Literature review completed on walkability to and through parks, amenities, lighting, etc. More accessible and usable to measure parks access – proximity to community. No uniform measurement standards. Some considerations – maintain and repair uneven walkways, maintain facilities at the parks, add or modify non-slip surfaces at the playgrounds, add sensory devices for those hearing impaired, add AEDs to the parks, add crosswalks where applicable. Twenty four surveys were completed. Discussion only, no action taken

c. Selection of sites for October Tour of Parks. Agenda for October Parks Commission meeting.

The Parks Commission will meet on Saturday, October 19, 2024, at 9:00 am to tour the new Pickleball courts at Lions Legend Park, Ken Windl Park, and Kayla's Playground. Discussion only, no action taken.

d. Friends of Park / Park Watch. Discussion of creation of park watch or park cleanup group.

Commissioner Malecki researched many cities and learned they have the same issues as the City of Franklin. Perhaps more cameras and more Police presence are needed in the parks where there are issues. Recommend signs offering who you can contact if you see concerns. A draft flyer was distributed to the Commission. Perhaps this can be put into the budget next year. Discussion only, no action taken.

VI. Adjournment. Vice-Chair Stanley moved and Commissioner Malecki seconded to adjourn the meeting at 7:40 p.m. On voice vote, all voted 'aye'; motion carried (6-0-1).