

**CITY OF FRANKLIN
PARKS COMMISSION REGULAR MEETING
AND PARKS TOUR MINUTES
November 8, 2021**

Approved
January 10, 2022

CALL TO ORDER

- I. Chair Michael Wrench called the November 8, 2021 Parks Commission regular meeting to order at 6:30 p.m. in the Hearing Room at Franklin City Hall located at 9229 W. Loomis Road, Franklin, Wisconsin.

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

CITIZEN COMMENT PERIOD

- II. The citizen comment period opened at 6:50 p.m. and closed at 6:54 p.m.. One citizen was present.

APPROVAL OF MINUTES

Regular meeting minutes of October 9, 2021.

- III. Vice Chair Bartels moved and Alderwoman Hanneman seconded to approve the minutes of the regular Parks Commission and Parks Tour meeting held October 9, 2021. On voice vote, all voted 'aye'. Motion carried (6-0-0).

UNFINISHED BUSINESS:

Update on parks maintenance.

- IV.
A. Department of Public Works, Dale Borchardt reported on parks maintenance.

Uniform signage for all parks.

- B. Vice Chair Bartels moved and Alderwoman Hanneman seconded a motion to change verbiage to add hours and dawn to dusk. On voice vote, all voted 'aye'. Motion carried (6-0-0).

2022 Budget. Parks Commission request for information and recommendations 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.

- C. Reviewed information on funds provided by Associate Planner Ecks. Discussion only. No action taken.

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

- D. Vice Chair Bartels moved and Alderwoman Hanneman seconded a motion to improve new and revised park fees presented by DPW Schlueter. On voice vote, all voted 'aye'. Motion carried (6-0-0).

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.

E. Discussion only. No action taken.

NEW BUSINESS:

Recognition of Kayla's Playground Ambassadors.

V.

A. Ex-Officio Runte presented a certificate to 11 of the Ambassadors who were present. Ambassadors put in a total of 146 hours of volunteered time. Discussion only. No action taken.

Appointment of a Secretary by the Chairperson.

B. This item was tabled.

Statement of Revenues and Expenses for the nine months ended September 30, 2021.

C. Reviewed information presented by Associate Planner Ecks. Discussion only. No action taken.

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

D. Committee welcomes idea but would like to see a draft. Discussion only. No action taken.

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

E. Review and return by December meeting. Discussion only. No action taken.

Review of statement of qualifications for park design firms for future park design services.

F. City Engineer Morrow presented design ideas from 2 firms. Alderwoman Hanneman moved and Vice Chair Bartels seconded a motion to approve raSmith as the design firm when Council makes the final decision. On voice vote, all voted 'aye'. Motion carried (6-0-0).

NEXT MEETING DATE

VI. December 13, 2021.

ADJOURNMENT

VI. Commissioner Remington moved and Vice Chair Bartels seconded to adjourn the Parks Commission meeting of November 8, 2021 at 7:40 p.m.. On voice vote all voted 'aye'. Motion carried (6-0-0).