

City of Franklin
Parks Commission Meeting
June 12, 2023
Minutes

Approved
July 10, 2023

I. Call to Order and Roll Call

Chair Michael Wrench called the June 12, 2023, 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 were Chair Michael Wrench, Vice Chair Karen Malecki, Commissioners Mary Remington, Kristen Stanley, Owen Poborsky and Susan Lance. Excused was Alderwoman Courtney Day. Also present was Non-voting member Ex-Officio Michelle Runte, City Engineer Glen Morrow, Associate Planner Marion Ecks, Planning Manager Laurie Miller and Department of Public Works Kevin Schlueter and Dale Borchardt.

II. Citizen Comment Period. The citizen comment period opened at 6:31 p.m. and closed at 6:35 p.m. One citizen present. Expressed was numerous complaints surrounding Pleasant View Park and Kayla's playground and surrounding park.

III. Approval of Minutes – Regular meeting of May 8, 2023

Commissioner Stanley moved and Commissioner Remington seconded to approve the minutes of the May 8, 2023 meeting with changes as amended. On voice vote, all voted 'aye', motion carried (6-0-1).

IV. Unfinished Business

A. Update on Parks maintenance. General discussion. Department of Public Works, Dale Borchardt, reported that the Pavilions are being used. Boats were painted at Kayla's playground. Flooring surface is deteriorating. Pleasant View Park – the new pickleball courts have been redone with new asphalt and temporary striping. The contractor will need to fix small holes that occurred during construction, after the asphalt was laid. It is unknown, at this time, when the courts will be coated. The windscreen on the north end of the Pickleball courts was left off intentionally as there is a patio at that end. Tables will also be placed at that end for spectators. The screen will be left off unless they are told differently. There are future plans to have a trail connecting the neighborhoods in Pleasantview park. There is a mound of extra dirt, which was left by the developers, with the potential it could be used for a sledding hill. With enough interest, the proposed sledding hill will be pursued. Associate Planner Ecks noted the parcel is an outlot of the subdivision. There has been vandalism at Lions Legend I and Vernon Berg. Market Square – the gazebo has been repainted. Vernon Berg – Commissioner Stanley noted the fencing is not shored up at the bottom and balls roll under. Discussion only, no action taken.

B. 2022 and 2023 Budget. The 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. Associate Planner Ecks discussed a worksheet that was distributed at the May 8, 2023, meeting. Associate Planner Ecks received a few suggestions about upcoming capital improvement plans and the budget. Some of the discussion centered on Kayla's playground surface, tennis court repair, new requests, impact fee usage and DPW items (this is not an all-inclusive list). Impact fees cannot be used for maintenance and only new park developments are eligible. 'Bankshots' would fall under general

playground equipment – a grant opportunity may be possible. The Commission needs to consider what they want to see in 2024 and the years following. The CORP was funded in the Planning budget, but not enough money was set aside to complete the updates. Chair Wrench asked that Associate Planner Ecks make a list of impact fees and when they need to be spent down and bring it back to the Commission. A deeper look at the CORP and citizen input should be reviewed at the next meeting. The City's new Finance Director, Daniele Brown, started today, June 12, 2023. Discussion only, no action taken.

C. Park amenities donation policy and Parks marketing materials including maps, pamphlets, etc.

A parks marketing pamphlet will go online on the City's website. Commissioner Lance asked if the parks map could be put in the display cases at Kayla's playground and in Franklin Woods. Some display cases are empty or haven't been updated. Discussion only, no action taken.

D. Little League and/or adult recreation league, youth league and community reservations of sports facilities for baseball and pickleball

City Engineer Morrow reported that bids have not gone out yet on fabric/asphalting for the tennis courts at Lions Legend I, but hopes to complete this soon. It is still anticipated work will start in October, 2023. DPW Dale Borchart reported there will only be room for 10 Pickleball courts vs. 12 that was previously voted on at one of the Parks Commission meeting. This is due to the need for courts to be a certain distance apart. It was asked by Commissioner Lance, that going forward, if plans change the updates be brought back to the Commission so that they have knowledge of the changes. Commissioner Lance asked to meet with City Engineer Morrow to discuss possible suggestions for the pickleball court conversion at Lions Legend I. A separate discussion is needed at a later date regarding the draft document for City of Franklin court reservation guidelines. This discussion should take place when the City has an online system. Discussion only, no action taken.

E. Draft ordinance to add Municipal code Section 183-48D to prohibit use of the City park pavilions without proper authorization.

City Engineer Morrow passed out information from the May 16, 2023, Common Council meeting. The Council had been asked for guidance on how to address use of pavilions without reservations. Group discussion was held. The main concern is to stop the messes that are being left in the park by people using the pavilions without authorized reservations. It is not intended to be used to kick out a few patrons causing no issues. This should go back to Common Council to propose adoption of the Ordinance that unauthorized use of the pavilions be prohibited under the Municipal Code. The Police department can track how many citations are being given. Revisit this item after one year to see if the Ordinance was effective or not. Discussion only, no action taken.

F. Options for online permitting system for Park facilities reservations. Planning Manager, Laurie Miller is researching different software with online reservations. She will update the Commission on her findings after meeting with representatives from a software platform company. The goal is to get digital interactions for residents and staff online for a more efficient and positive experience. Discussion only, no action taken.

V. New Business

A. Request by City of Franklin Resident, Ben Rasey, for the use of the Pickleball courts at Vernon Barg Park for a Fundraising tournament on Saturday, August 26, 2023 and Sunday, August 27, 2023, from 11 a.m. to 8 p.m. UW-Whitewater is running a fundraiser tournament. It is a

collegiate tournament; however, school age children and adults are welcome to participate. This is a non-profit organization. The permanent pickleball courts and the tennis courts at Vernon Berg are both being requested for use in the tournament. The Franklin Recreation department has courts reserved until 11:30 a.m. on Saturday, August 26, 2023. City Hall should be notified if banners are used. Commissioner Lance moved and Commissioner Poborsky seconded a motion to approve the use of courts at Vernon Barg for a fundraising tournament on Saturday, August 26, 2023 from 11:30 a.m. to 8:00 p.m. and August 27, 2023 from 11:00 a.m. to 8:00 p.m.. On voice vote, all voted 'aye', motion carried (6-0-1).

VI. Next Meeting Date July 10, 2023

VII. Adjournment Commissioner Remington moved and Commissioner Poborsky seconded to adjourn the Parks Commission meeting of June 12, 2023 at 7:38 p.m. On voice vote, all voted 'aye'; motion carried (6-0-1).