

City of Franklin  
Parks Commission Meeting  
March 10, 2025  
Minutes

Approved  
June 9, 2025

**I. Call to Order and Roll Call**

Chair Michael Wrench called the March 10, 2025, Parks Commission meeting to order at 6:34 pm commencing in the Hearing Room at 9229 W. Loomis Road, Franklin, Wisconsin.

Present was Chair Michael Wrench, Vice Chair Kristen Stanley, Commissioners Mary Remington, Karen Malecki, Susan Lance, Alderwoman Courtney Day (arrived at 6:40), non-voting member Ex-Officio Michelle Runte. Also present were Principal, Planner Marian Ecks and Department of Public Works Dale Borchardt. Excused was non-voting member Ex-Officio Leah Voss.

**II. Citizen Comment Period.**

The citizen comment period opened at 6:35 p.m. and closed at 6:35 p.m.. No citizens present.

**III. Approval of Minutes**

**a. Parks Commission Meeting Minutes of February 17, 2025.**

Vice-Chair Stanley moved and Commissioner Remington seconded to approve the minutes of the February 17, 2025 meeting. On voice, all voted 'aye'; motion carried (6-0-0).

**IV. Unfinished Business**

**a. Update on parks maintenance.**

Dale Borchardt, Department of Public Works, reported that parks are being prepared for summer. A tire swing at Kayla's Playground was repaired as well as wheels on the merry-go-round. Vernon Berg and Ken Windl had new plywood backboards installed for practice on the tennis courts. The Historical Society will be putting up a new sign at Lions Legend Park. It was commented by Commissioner Remington that the tennis courts at Pleasant View Park have cracks. Dale noted these cracks have been there for years. The tennis and pickleball courts should be ready to open by April 15, 2025 and will be open until October 15, 2025. Ex-Officio Runte thanked DPW for quickly cleaning up in her neighborhood after a recent water main break. Discussion only, no action taken.

**b. Parks Marketing Materials. Marketing materials including maps, pamphlets, etc.**

Commissioner Malecki updated the recent parks brochure discussed at the February, 2025 meeting. She distributed the updated document 'Permit rules and regulations for use of Franklin parks'; bounce houses not allowed and what crafts are not allowed. All follow ups were given to Principal Planner Ecks along with her documents on a jump drive. It was also noted that the sound system in the meeting room cuts in and out when you listen to it. Could this be fixed? Marian will follow up with Lisa Huening about posting the document online. Discussion only, no action taken.

**c. Park Signage. Maintenance and updates to park signage and kiosks in Lions Legend Park, Franklin Woods and Kayla's Playground; "no motor vehicles" signs.**

Discussion on need for new signs to replace the kiosks that were removed from Kayla's Playground and Franklin Woods. Will need to determine location of the new signs. This topic should be brought back next month and be available for viewing on the overhead screen at the next meeting. A jump drive was provided to Principal Planner Ecks with the photos. Discussion only, no action taken.

**d. Saputo Donation Sign for Kayla's playground. Review of proposed sign acknowledging Saputo's support for new playground floor.**

Ex-Officio Runte provided an update on the Saputo sign mock-up that will be placed at Kayla's Playground. Lake Country Corp is making the sign and will enlarge the lettering. Saputo has agreed to the change. Danielle Brown, Director of Finance, will add discussion of a budget amendment for cost of the sign to the next Common Council agenda. It is okay to notify Lake Country Corp that they can move forward by making the sign and invoice the City of Franklin. Funds should be moved over by March 18, 2025. Ex-Officio Runte will pick up the sign once it is complete. Parks Commission will discuss placing the sign at the Parks Tour in May, 2025. A ceremony will be held sometime soon in which Saputo will be invited. Discussion only, no action taken.

**e. Franklin Rec Department Pickleball Amenities Requests. Wind screen status, proposal to install permanent paddle holders on the courts – purchased by the Rec, and discussion on signage on the new courts.**

The Recreation Department has purchased paddle holders. The paddle holders will be hung on the outside of the fencing. Dale Borchardt will speak with Kevin Schlueter regarding the need for a shed or bin at Lions Legend Park, moving the present bin from Vernon Barg to Lions Legend Park, or possibly using the band shell storage area for pickleball supplies. Signs denoting when courts are reserved for recreation play will be posted closer to the opening of the outdoor season. Dale Borchardt will talk to Kevin Schlueter about the invoice for the windscreens that still needs to be sent to Ex-Officio Voss. The Recreation Department has agreed to pay for the windscreens. Vice-Chair Stanley commented that perhaps if there is an issue with the invoice being sent to Ex-Officio Voss that perhaps the Recreation Department could pay for a new bin in lieu of the windscreens. Pleasant View Park will be closed when the prescribed burn is performed. Discussion only, no action taken.

**f. 2025 meeting schedule. Selection of parks to visit for Spring Tour of Parks.**

The annual Tour of Parks will be held at 9:00 a.m. on Saturday, May 17, 2025. Environmental Commission members will be invited to join the Parks Commission on this tour. It was decided that the following parks will be toured: Kaylas Playground, Victory Creek Specialty Park (if no scheduled burn), Pleasant View Park and Lions Legend Park. The tour will include viewing new pickleball courts. In 2026, Water Tower Park and Southwest Park will be toured. Discussion only, no action taken.

**V. New Business**

- a. None

**VI. Adjournment.**

It was acknowledged that tonight's meeting was the last for Commissioner Malecki. Commissioner Malecki moved and Vice Chair Stanley seconded a motion to adjourn the meeting at 7:08 pm. On voice vote, all voted 'aye'; motion carried (6-0-0).

The next meeting will be held on Monday, April 14, 2025.