

City of Franklin
Parks Commission Meeting
March 9, 2026
Minutes

Approved
May 11, 2026

I. Call to Order and Roll Call

Chair Jesse Valdez called the March 9, 2026, Parks Commission meeting to order at 6:30 pm commencing in the Hearing Room at 9229 W. Loomis Road, Franklin, Wisconsin.

Present were Chair Jesse Valdez, Vice Chair Alderman Jason Craig, Commissioners Mary Remington and Susan Lance. Also present was Department of Public Works Kevin Schlueter, Principal Planner Marion Ecks, Associate Planner Luke Hamill (left meeting at 6:54 p.m.) and City Forester Tom Reha. Excused were Commissioners Kristen Stanley and Amy Serafin and non-voting members ex-officio Leah Voss and Michelle Runte.

II. Citizen Comment Period.

The citizen comment period opened at 6:33 p.m. and closed at 6:33 pm. No citizens were present.

III. Approval of Minutes

a. Parks Commission Meeting Minutes of February 9, 2026.

Vice Chair Craig moved and Commissioner Remington seconded to approve the minutes of February 9, 2026. On voice vote, all voted 'aye'; motion carried (4-0-2).

IV. Unfinished Business

a. Update on parks maintenance.

Department of Public Works Schlueter reported general maintenance is being done. Discussion only, no action taken.

b. Community Event Engagement. Involvement in City of Franklin community events.

i. Arbor Day – Event participation by community groups.

Principal Planner Ecks reported that Commissioner Serafin will bring a list of groups participating in the Arbor Day event to the next meeting. The Planning department would like to host a table at the event for community feedback. City Forester Riha reported that trees are coming. He will bring examples of invasive plant species. Discussion only, no action taken.

c. Communications – City of Franklin Website – Discussion on City Parks webpages, content and cover summary:

Principal Planner Ecks reported she does not have a date for the next City newsletter. Commission is allowed to make updates to the website. Chair Valdez: No update.

- i. Parks Commission: <https://www.franklinwi.gov/Departments/Elected-Officials/Boards-Commissions/Parks-Commission.htm>
 - ii. Parks general information and reservations: <https://www.franklinwi.gov/Departments/Parks-Recreation.htm>
- d. Discussion of combined Parks and Environmental Commission.** Scope and purpose of combined Commissions, including areas of policy oversight, role in park administration, land conservation, and natural resource protection.

i. Review of Commission Recommendation Form for NRSEs

Principal Planner Ecks reported that the form hasn't been officially adopted. Positive feedback was offered by Alderman Craig. The form now gives applicants feedback, as well as City Development staff. Principal Planner Ecks would like feedback from Commissioner Serafin. It was requested to 'bold' authors and credentials on the form, so this is more prominent. Discussion only, no action taken.

ii. Commission Rules and Procedures, Review of Parks Commission administrative rules, open meetings, requirements, and Roberts Rules.

From page 2, g) Commissioner Lance requested that the verbiage be eliminated or changed where it states the Secretary keeps the official minutes and records of the Commission. Formally, the Secretary records the official minutes and then they are turned over to the Planning department. The Secretary is not the official keeper of the minutes once they are turned in. Principal Planner Ecks will follow up. Discussion only, no action taken.

- e. Natural Resource Impact Compensation Guide – Introduction of draft Guide for adoption and administration by the Commission.**

Principal Planner Ecks reported she owes the Commission an updated version. The topic was tabled.

- f. Littering Fines.** Discussion of recommendations to Common Council to increase fines or enforcement for littering from commercial and waste removal trucks.

Chair Valdez reported he had sent Principal Planner Ecks an email regarding fines in surrounding areas. He is working on creating a table. Will bring more information to the April meeting. Discussion only, no action taken.

- g. Park Facilities Reservation and Permitting Policies.** Discussion of reservation policies for league sports and other groups, fees, rules and policies for parks.

Commissioner Lance reviewed New Berlin (see email from February's meeting packet) and Muskego's (see email from March meeting packet) feedback on hosting pickleball tournaments. Both cities have hosted pickleball tournaments through their recreation

departments. Their policies and procedures are posted on both websites regarding court rental, food, drink, etc.. Commissioner Lance recommended that Parks Commission not handle pickleball tournament requests. The Recreation department handles the pickleball program and if a tournament is being requested, should the request go through that department vs the City? The City does not have registration capacity. There were comments that the Recreation department share revenue from their pickleball program with DPW to help offset expenses with court maintenance. Currently, school resource officer fees are split between the city and schools. Discussion only, no action taken.

- h. Proposal to revise woodland compensation ratio (UDO Table 15-7-03) – Proposed UDO text amendment to revise woodland compensation ratios required for impacts to woodlands.**

No Action. This was discussed at the February 2026 meeting.

- i. Park Financial Information from Quarter 3, 2025**

Commissioner Remington handed out revised financial worksheet numbers. Encumbrances – this is when the City hasn't paid, but the work is under contract. Financial Director Danielle Brown will change the format of the document going forward. This is cash basis reporting. There are no new improvement funds for 2026 in City parks. Regarding development funds, total capital improvement fund expenses; it was asked why the numbers don't match in the first four columns. Discussion only, no action taken.

- j. Franklin Woods Halloween Decorations.** Review of 2025 proposal to hang Halloween decorations along the trail in Franklin Woods.

Commissioner Lance suggested more leniencies be allowed when hanging decorations. Chair Valdez commented he believed the compromises should continue the same as last year. It was suggested the Commission should wait for further discussion on this topic until new Commissioners are appointed as we currently have a vacancy. This would allow for a fresh perspective, and new opinions can be brought forward. Discussion only, no action taken.

V. New Business

- a. Update on Kaylas Playground Tile Project (a collaboration with students and faculty from Franklin Middle School).**

Ex-officio Michelle Runte had provided pictures of the proposal for the tiles. Discussion tabled.

- b. Update of Kayla's Playground Musical Bridge (a collaboration with MSOE/Create Institute students and faculty).**

Discussion Tabled.

- c. **Franklin Rec Department League Reservation Requests – Pickleball – Request to reserve the New Lions Legend courts April 20 – October 17, Monday through Thursday 5:30 – 8 pm, and Saturdays from 9 am to 12 pm.**

Commissioner Lance moved and Commissioner Remington seconded to approve as noted above. On voice all voted aye; Motion carried 4-0-2

- d. **Franklin Rec Department Requests – Youth Tennis – Request to reserve the Ken Windl Tennis Courts Monday and Wednesdays from 4 pm to 7 pm. Session 1 will be June 15 – July 1 and Session 2 will be July 13 – July 29.**

Commissioner Lance moved and Commissioner Remington seconded to approve as noted above. On voice vote, all voted aye; motion carried 4-0-2.

- e. **Dan Raduenz, Natural Resource Special Exception (NRSE). NRSE for proposed impacts and disturbance of approximately 676 square feet of wetland buffer to allow for the construction of a detached garage, located at 3220 W. Puetz Rd (TKN 832 9983 003).**

Associate Planner Hamill presented the information on the NRSE request.

The wetland goes along the applicants back yard. A split rail fence will be provided as part of the compensation plan. The structure being built will be approximately 18 feet from the wetland line. Gravel is currently in the wetland buffer. Plan is to add plants to buffer area. Alderman Craig had some concern for contamination from drainage. Associate Planner Hamill will follow up with the applicant on proposed setback information from the wetland and bring this information back to the April meeting. The Planning department recommends approval.

Chair Valdez moved and Vice-Chair Craig seconded to approve as above. On voice vote, all voted aye; motion carried 4-0-2.

- f. **Ener-Con Companies, Inc. Natural Resource Special Exception (NRSE). NRSE for proposed impacts to approximately 13,000 square feet of isolated Natural Resource Area to allow for improvements to an existing stormwater pond, located at 11311 W. Forest Home Ave. (TKN 748-1002-000).**

Present was Jeff Yersin, Civil Engineer, 16745 W Bluemound Rd., Brookfield, WI 53005 and Carlee Beier of Ener-Con Companies 8575 W Forest Home Ave., Greenfield, WI 53228.

This request is for restoration of a stormwater detention pond at an industrial condo development. Currently there is a storm water detention pond on the property. The timing to the pond would be changed. The scope of work will include cleaning up of the wetland, improving hydrology of site and install concrete piping to the detention pond, restore

compensation areas in excess to areas being impacted. The site's hydrology and overall structure will be maintained. There is a maintenance agreement.

Vice-Chair Craig moved and Chair Valdez seconded to approve the NSRE request as noted above. On voice vote, all voted aye; motion carried 4-0-2.

VI. Adjournment.

Vice Chair Craig moved and Chair Valdez seconded a motion to adjourn the meeting at 8:09 pm. On voice vote, all voted 'aye', motion carried (4-0-2).

The next meeting will be held on Monday, April 13, 2026.