



## MINUTES OF AN OFFICIAL MEETING:

**Regular / Special Meeting:** Parks and Recreation Commission  
**Date and Time:** Monday, January 9, 2023, 7:00 p.m.  
**Location:** City Hall, 2000 N. Calhoun Rd., Brookfield, WI, Common Council Chambers  
**Members Present:** Alan Nosbusch, Ald. Jerry Mellone, Michael Davis, Don Kurth, Mark Tushaus, Amy Zimmerman, Sean Parkinson  
**Members Excused:**  
**Others Present:** John Kelliher, Director; Gary Majeskie, Parks and Forestry Superintendent; John Conrad, Parks Operations and Events Manager; Natalie Schneider, Special Project Engineer; Joe Tew, Land Information Systems Manager; Diana Smeltzer, Recording Secretary

### **Public Comment Session: Greenway Trail System – Underwood Creek Trail**

The following three individuals spoke.

- a. Ram Sribhasyam, 4720 Elmbrook Way, Brookfield, WI 53005  
Mr. Sribhasyam indicated he is not opposing the trail, but that the proximity is close to home lots. He felt buyers were not well informed about where the trail would be placed. He is hoping there is limited access to the trail and is worried about safety and privacy. He would like to see the trail moved further from the property line.
- b. John Mazurek, 15475 Spartan Ln., Brookfield, WI 53005  
Mr. Mazurek represents the Elmbrook Estates Home Owners Association. He indicated the vast majority of the subdivision supports the trail and that the marketing materials from the developer were clear as far as the existence and location of the trail.
- c. Lindsey Leffel, 4465 N. 150<sup>th</sup> St. Brookfield, WI 53005  
Ms. Leffel has two concerns: 1) how would her neighborhood have safe access to the trail, with no sidewalks or cross walks on Lisbon and Pilgrim Roads; and 2) she is worried that the flood plain will be impacted by the trail.

### **1. Roll Call**

Chairman Nosbusch noted a quorum present and called the meeting to order at 7:00 p.m.

### **2. Announcements**

- a. The Next Regularly Scheduled meeting is Monday, February 6, 2023, at 7:00 pm
- b. Introduce new Commission Member, Sean Parkinson

Sean's background and skill set will be a welcomed addition to the Commission. His desire to contribute to community and his young children motivated him to be involved.

### 3. MINUTES

- a. December 5 2022 minutes

***Motion by Mr. Davis second by Ms. Zimmerman to approve the minutes of the December 5, 2022, Parks and Recreation Commission meeting. Motion carried 7-0.***

### 4. UNFINISHED BUSINESS

- a. None

### 5. NEW BUSINESS

- a. Presentation of preliminary development plans for Pickleball Courts at Krueger Park for review and comment. Authorize staff to proceed with final cost estimating, construction and bid documents.

Mr. Kelliher introduced raSmith representatives Andrew Stasiukevicius, Project Engineer and Tom Mortensen, Chief Landscape Architect, who presented the site layout and grading for the project. The project proposes to install eight pickleball courts with pavement walkways and fencing. The site layout includes a storm water basin to the east, keeping the existing soccer fields, but adjusting the size to a youth size field and landscaping on the west side. Each court will be fenced and gated. The plan is to incorporate the new courts with existing facilities.

On January 5, 2023, staff held a public comment meeting to gain feedback. Overall feedback is positive and a strong excitement for a dedicated facility. Project budget will include site grading, drainage, ADA accessibility, court striping, nets and fencing. The preliminary plan shows future amenities to include shade structures and court lighting. These features will require fund raising or future budget consideration.

***Motion by Ald. Mellone second by Mr. Kurth to proceed with final cost estimating, construction and bid documents. Motion carried 7-0.***

- b. Presentation of preliminary development plans for the Underwood Creek Trail – Segment M-N project for review and comment. Authorize staff to proceed with easement agreements and construction documents.

Mr. Kelliher introduced Natalie Schneider, City of Brookfield Project Engineer and Joe Tew, Land Information Systems Manager. Funding for this project is provided by park development fund, which is generated by cell tower-lease revenue. City tax dollars are not being used for this project. Greenway Trail System was initiated in 2003. Implementation has occurred over the last 20 years and is approximately 75% complete.

The Underwood Creek Trail is one segment budgeted for construction in 2023. In 2015, the City approved a plat and easement as part of the Elmbrook Estates development for a future trail. The Elmbrook Estates HOA adopted a Declaration of Protective Covenants for the subdivision and specifically identified the easement dedicated for the Greenway Trail.

City staff has met with Unity Church, Masonic Lodge, and Brookfield Baptist church representatives. They are prepared to grant easements for the Greenway Trail. These easement agreements will come back to the Parks and Recreation Commission for consideration. A Project Information Meeting was held December 19, 2022 in an Open Forum concept. Eighty-four individuals made comments, some looking for alternatives to the trail location while others support the alignment.

Staff has evaluated various options for construction to include flood plain and flood way impacts and also discussed permitting options with the Wisconsin Department of Natural Resources. Based on the findings of the evaluation, staff is recommending the trail alignment as presented.

***Motion by Mr. Davis second by Ald. Mellone to proceed with easement agreements and construction documents. Motion carried 7-0.***

c. Independence Day Activities Committee Annual Report.

Mr. Conrad indicated that the Parade and the ice cream social went well, and then we had inclement weather – and cancelled Family Fest and the Fire Works event. Staff considered rain date on the following evening for the firework display but unfortunately weather did not allow the display to occur. There was discussion about rescheduling the event later in the year but was not possible due to Mitchell Park’s high reservation rate. Mr. Conrad is also working on plans for this year.

## **STAFF REPORTS**

a. Staff Reports and Correspondence

### Office

Ms. Smeltzer reported that the:

- First day of facility reservations went well. Most people accepted and understood the new fees and deposit policy.
- Registration for winter and spring activities has begun. The big draw continues to be Adult Pickleball and Youth Dance.

### Parks and Forestry

- Mr. Majeskie indicated that Park Maintenance staff is typically involved with snow removal operations this time of year. Due to low snow levels, staff is working on equipment, bleachers, volleyball standards, and other projects. Staff is working at the Wiberg Aquatic Center preparing for next summer. Main tasks include indoor painting and injector cleaning. Horticulturist have developed the landscape plan for the Calhoun Road North Landscaping Project. Anticipated timeline for implementation in spring and early summer.

### Administration

- Mr. Kelliher distributed revised Commission Appointment Summary and Commission contact information.

## **6. ADJOURNMENT**

***Motion by Mr. Mr. Davis seconded by Mr. Tushaus to adjourn the meeting at 7:50 p.m. Motion carried 7-0.***

\*Documents are on file at the Department Office for public review.

Respectfully Submitted:

John Kelliher

Parks, Recreation & Forestry/Director