



MINUTES OF AN OFFICIAL MEETING:

Regular / Special Meeting: Parks and Recreation Commission

Date and Time: Monday, April 4, 2022, 7:00 p.m.

Location: Senior Community Center – Activity Room, 2000 N. Calhoun Rd.,
Brookfield, WI

Members Present: Alan Nosbusch, Ald. Jerry Mellone, Michael Davis, Don Kurth, Cynthia Rigsby, Mark Tushaus, Amy Zimmerman

Members Excused:

Others Present: John Kelliher, Director; Gary Majeskie, Parks Maintenance Superintendent; John Conrad, Park Operations and Events Manager; Diana Smeltzer, Recording Secretary

1. Roll Call

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

2. Announcements

- a. Special Meeting April 18, 2022 to recommend low bid for the Deer Creek Trail project. Mr. Kelliher will send out an e-mail regarding time and location for the Commission vote.
- b. The next regularly scheduled meeting is May 2, 2022, 7:00 p.m.
- c. Introduce Amy Zimmerman

3. Minutes of the January 10, 2022 Meeting

Motion by Mr. Kurth second by Mr. Davis to approve the minutes of the January 10, 2022, Parks and Recreation Commission meeting. Motion carried 7-0.

4. Eagle Scout Projects

Mr. Conrad presented a historical perspective of Eagle projects that have occurred with the City since 1992. He then recognized the scouts for their work and presented the following projects that took place in 2021.

- a. Peter Kennedy, Wirth Park Garlic Mustard Control
- b. Sean Reagan, Krueger Park Buckthorn Removal
- c. William Ryan, Mitchell Park Pet Exercise Area Trail Restoration

5. UNFINISHED BUSINESS

- a. None

6. NEW BUSINESS

- a. Consider recommending staff to develop a Perpetual Pedestrian Easement to be recorded on the plat of Northern Oaks of Brookfield.

Mr. Kelliher referred the Commission to the plat map of the Northern Oaks of Brookfield subdivision specifically the easement areas that provide the connectivity to Outlot 2 and Outlot 3 in Bradon Preserve, recently acquired from Waukesha County. Staff is requesting the authorization from the Commission to develop a Perpetual Pedestrian Easement between lots 37/38 and between lots 33/34.

Following discussion Mr. Kurth moved, seconded by Mr. Davis to recommend staff develop a Perpetual Pedestrian Easement Agreement for Common Council consideration. Motion carried 7-0.

6. STAFF REPORTS

- a. Staff Reports and Correspondence

Office

- Ms. Smeltzer indicated that we have registered 746 participants in Youth Baseball/Softball/TBall.
- We are preparing for summer registration and have started selling pool passes.

Parks and Forestry

- Mr. Majeskie indicated that staff have begun spring cleanup, prairie planting, Wiberg Aquatic Center maintenance, and preparing for pool painting.
- The City has earned Tree City USA for the 24th year in a row. Forestry is close to completion for this year's tree removal program. In 2021, the Department has removed over 800 trees compared to 2019 when the Department removed 1,557 trees during the peak of the Emerald Ash Borer disease.
- Mr. Majeskie presented an update on Calhoun Road landscape plan. The preliminary plan is 80 percent done. It will be a budget capital project with Public Works.
- A new generalist started today and the Department is currently interviewing for a replacement for a retired employee. We are also looking for new seasonal employees.

Parks Operations and Events Planning

- Mr. Conrad indicated that this is 150th celebration of Arbor Day. This year's tree planting will be Burleigh Elementary.
- We have gained two new sponsors this year. Orthopedic Associates who is sponsoring Family Fest and Brookfield Chiropractic to co-sponsor Civic Plaza concerts.
- Parade applications are still being accepted in April.

Administration

Mr. Kelliher discussed an overview of the following future trail projects. Each trail segment planning process will include a public information meeting allowing residents to provide feedback on the conceptual designs. Concepts and design will occur in 2022, bidding and construction planned for 2023.

- Deer Creek Trail, Segments BN-CN-DN
- Lilly Heights trail connection piece from Lisbon to Hope St. to Lilly Heights Park
- Underwood Creek Trail. The packet includes concerns/suggestions from Elmbrook Estates residents related to the proximity of the trail to properties in the area.

7. ADJOURNMENT

Motion by Mr. Davis, seconded by Mr. Tushaus to adjourn the meeting at 7:30 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