



## MINUTES OF AN OFFICIAL MEETING:

Regular / Special Meeting: Parks and Recreation Commission  
Date and Time: Monday, July 11, 2022, 5:30 p.m.  
Location: Senior Community Center, 2000 N. Calhoun Rd., Brookfield, WI 53005  
Members Present: Alan Nosbusch, Ald. Jerry Mellone, Michael Davis, Don Kurth, Mark Tushaus, Amy Zimmerman  
Members Excused: Cynthia Rigsby  
Others Present: John Kelliher, Director; Gary Majeskie, Parks and Forestry Superintendent; 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. The next regularly scheduled meeting is August 8, 2022, 7:00 p.m.

### 3. Minutes of the April 18, 2022 Meeting

***Motion by Ald. Mellone second by Mr. Kurth to approve the minutes of the April 18, 2022 Parks and Recreation Commission meeting. Motion carried 6-0.***

### 4. UNFINISHED BUSINESS

- a. None

### 5. NEW BUSINESS

- a. Consider the rezoning of Krueger Park.

Mr. Kelliher referred the Commission to the memorandum and associated maps requesting a public hearing to amend the base zoning of Krueger Park and adjacent recreational trail lands and properties to a Recreational District (REC) and recommend scheduling action on the date of the public hearing for the rezoning. REC allows our department to move forward with future projects as identified in the Parks and Open Space Plan 2035.

***Following discussion Mr. Davis moved, seconded by Ald. Mellone to recommend scheduling a public hearing to amend the base zoning of Krueger Park and adjacent recreational trail lands and other properties to a Recreational District (REC), to recommend the Common Council approve an ordinance accomplishing the zoning amendment, and to recommend the Chairperson take direct action on the amendment by the Common Council the evening of the associated public hearing. Motion carried 6-0.***

- b. Consider Waukesha County Concept Plan for Pilgrim Road Bridge over Underwood Creek.

Mr. Kelliher shared the Waukesha County request and conceptual plan for realigning the entrance, pedestrian bridge, and park layout regarding the Pilgrim Road Bridge over Underwood Creek. This would require a donation of park right of way to the County and that the City of Brookfield agree to pay \$100,000

to the utility relocation costs. A benefit of this project to the City would be the paving of the new road and parking lot for the Tot Lot. Redirecting Underwood Creek, building the bridge, and associated work would take approximately two years beginning in 2023.

***Following discussion Mr. Kurth moved, seconded by Mr. Tushaus to agree with the conceptual design and concepts presented by Waukesha County for Pilgrim Road Bridge over Underwood Creek project and directs staff to work with Waukesha County staff to develop an agreement for future consideration. Motion carried 6-0.***

c. Budget Principles/Guidelines and Calendar for 2023

Mr. Kelliher summarized the 2023 Budget Guidelines and Calendar which includes the guidelines, initiatives and parameters established by the Finance Committee. Some points of discussion were the levy limit restrictions placed by the State of Wisconsin, the expenditure restraint program (ERP), which limits the growth in the general fund operating budget and inflation.

Staff will develop the budget, capital improvement plan, and budget reduction strategies for Commission consideration at the August Commission meeting. This information was provided for informational purposes only and no action was taken.

d. Preliminary Review of 2023-2030 Capital Improvement Program.

Mr. Kelliher presented a preliminary draft of the Capital Improvement Program 2023-2030 and the justification for the timing of each of those capital improvements. This information was provided for informational purposes only and no action was taken.

## 6. STAFF REPORTS

### Office

- Ms. Smeltzer indicated that the department sold approximately 285 Wiberg Aquatic Center passes. This includes non-resident family passes sold.
- Flag football registration ended on July 1. Team formation is in process.

### Parks and Forestry

- Mr. Majeskie summarized the park maintenance activities that have occurred this summer:

Adult softball field preparation and maintenance

July 4<sup>th</sup> parade set and take down

Family Camp Out

Civic Plaza Concert Series

Wiberg Aquatic Center maintenance

- Mr. Majeskie stated that stump removal will be started of the many Ash trees that have been taken down because of Emerald Ash Borer.

### Administration

Mr. Kelliher discussed the Community-wide survey relating to the Parks, Recreation & Forestry Department. The results indicate continued support for our park system and services offered. Staff will evaluate comments and implement suggestions when appropriate. He also distributed six emails received from residents related to updating our playgrounds equipment and making them ADA accessible.

## 7. ADJOURNMENT

***Motion by Mr. Davis seconded by Mr. Kurth to adjourn the meeting at 8:15 p.m. Motion carried 6-0.***

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

Respectfully Submitted:

John Kelliher

Parks, Recreation & Forestry/Director