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Office of Parks and Operations

## **PARK AND OPEN SPACE BOARD**

**Wednesday, April 16, 2025**

**6:30 PM**

**South Conference Room**

### **Minutes**

#### 1) Call to Order, Roll Call

Meeting called to order at 6:30 p.m.

##### **Present:**

Alderman Peter Bratt  
Board Member Harlan Balkansky  
Board Member Steven Kulick  
Board Member Anton Usowski  
Board Member Gerald Vite  
Board Member David Wolfson  
Board Member James Lysaught -- **Absent**  
Chair Jason Cain -- **Excused**

Also present: Director of Public Works/City Engineer Lundeen, Buildings and Grounds Superintendent Bodoh, Administrative Assistant Schlereth, Resident Jen Wirth (12517 Emily Ln.), and interested public.

#### 2) Board Co-Chair Nomination

a. Motion to nominate Board Member Lysaught

**RESULT:** **Approved by Voice Acclamation [Unanimous]**

**MOVED BY:** Board Member Wolfson

**SECONDED BY:** Board Member Balkansky

**AYES:** Bratt, Balkansky, Kulick, Usowski, Vite, Wolfson

**NOT PRESENT:** Cain, Lysaught

#### 3) Approval of Meeting Minutes

a. February 19th, 2025, Minutes

Alternate Alderman Gregg Bach was removed from the roll call as he did not attend the February meeting.

**RESULT:** **Approved with Amendments [Unanimous]**

4) Action Item

- a. **ORDINANCE 2025-1680** An Ordinance Amending the City of Mequon Code of Ordinances, Chapter 58 - Planning and Development Regulations, Article III. Impact Fees Relating to the Imposition of Impact Fees

Conversation ensued, reviewing the park's impact fee every 5 years when the Comprehensive Park Plan is updated.

**RESULT:** **Approved by Voice Acclamation [Unanimous]**

**MOVED BY:** Board Member Vite

**SECONDED BY:** Board Member Wolfson

**AYES:** Bratt, Balkansky, Kulick, Usowski, Vite, Wolfson

**NOT PRESENT:** Cain, Lysaught

- b. Public Comment

Alderman Bratt moved to allow public comment from resident Jen Wirth, who shared her concerns about the 2025 Tournament Fee Schedule and Banner Permit.

Due to the topic not being on the agenda, the concerns shared were not discussed.

5) Discussion Items

- a. Director Report

Staff advised that a banner agreement for Rennie Field has been in place since 2004. Other banner agreements are in place for other user groups at other fields.

Moving forward, all banners will be approved by March 15th and can be hung on April 1st.

Prior to 2025, there was a “one size fits all” fee for tournaments. The 2025 tournament structure was based on previous tournaments, varying in length of days and number of fields, to be more equitable. After the 2025 season, the City will evaluate the current configuration of the fee schedule and adjust for the next season based on City costs and the Maintenance Field Contract.

Discussion ensued on the City's transition to the Buildings and Grounds Superintendent, Foreman, and Forester positions. City staff will use this staff transition as an opportunity to review how things have been done and update any procedures as needed.

- b. Park & Open Space Plan 2025-2030 Implementation

The Board discussed the work plan and agreed to continue with the discussion as outlined by Staff.

- c. Park CORP Goals & Strategies
- d. Park CORP Recommendations (5.1 General Recommendations)
- e. Park CORP Recommendations (5.2 Individual Park Recommendations)
- f. Park CORP Recommendations (5.3 Parks and Trails Recommendations)
- g. Park CORP Facility Condition Assessment
- h. Park CORP Playground Assessment
- i. Park CORP Concept Plans
- j. Park and Open Space Board Work Plan (4.8.25)

Staff will verify that MSA will provide each board member with a hard copy of the approved 2025 Park and Open Space Plan.

The Board provided feedback to staff to keep the proposed work plan.

6) Adjourn

- a. Motion to Adjourn at 8:01 p.m.

**RESULT:** **Approved by Voice Acclamation [Unanimous]**

**MOVED BY:** Board Member Kulick

**SECONDED BY:** Board Member Vite

**AYES:** Bratt, Balkansky, Kulick, Usowski, Vite, Wolfson

**NOT PRESENT:** Cain, Lysaught

Respectfully Submitted,

*Ren Schlereth*  
*Administrative Assistant*