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www.cityofmequonwi.gov

Office of Parks and Operations

PARK AND OPEN SPACE BOARD
Wednesday, August 20, 2025
6:30 PM
South Conference Room

Agenda

- 1) Call to Order, Roll Call
- 2) Approval of Meeting Minutes
Action requested: review and approve
 - a. May 7th 2025 Minutes
- 3) Discussion Item
 - a. Rotary Park Playground
 - b. 5-year Capital Improvement Plan Request
 - c. Park CORP Recommendations (5.2 Individual Park Recommendations)
 - d. Park CORP Recommendations (5.3 Parks and Trails Recommendations)
 - e. Citizen Volunteer Park/Open Space Maintenance
- 4) Work Plan
 - a. Park and Open Space Board Work Plan (6.18.25)
- 5) Adjourn

Dated: August 20, 2025

/s/ Jim Lysaught, Chair

Notice is hereby given that a quorum of other governmental bodies may be present at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take formal action thereto at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the City Clerk's Office at 262-236-2914, twenty-four (24) hours in advance of the meeting.

Any questions regarding this agenda may be directed to the Parks Department Office at 262-236-2945 Monday through Friday 8:00 am – 4:30 pm.



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Office of Parks and Operations

PARK AND OPEN SPACE BOARD
Wednesday, May 7, 2025
6:00 PM
South Conference Room

Minutes

1) Call to Order, Roll Call

The meeting was called to order at 6:00 pm.

Present:

Chair Jason Cain
 Alderman Peter Bratt (arrived at 6:27 pm)
 Board Member Harlan Balkansky
 Board Member Steven Kulick
 Board Member Anton Usowski
 Board Member Gerald Vite
 Board Member David Wolfson (arrived at 6:26 pm)
 Board Member James Lysaught -- **Absent**

Also present: City Engineer/Director of Public Works Lundeen, Building and Grounds Superintendent, Administration Assistant Schlereth, and Resident Connie Pukaite (1230 Estates Dr.)

2) Approval of Meeting Minutes

a. April 16, 2025, Minutes

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Board Member Balkansky
SECONDED BY: Board Member Vite

AYES: Cain, Balkansky, Kulick, Usowski, Vite
ABSENT: Lysaught
NOT PRESENT: Bratt, Wolfson

3) Ratification of action taken at the 4.16.25 POSB meeting

a. Approval of Board Co-Chair Nomination

Attachment: 5.7.25 (10434 : May 7 2025 Minutes)

- b. Approval of 2.19.25 meeting minutes
- c. Approval of 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
- d. Acceptance of motion for public comment of items not on the agenda
- e. Acceptance of Director’s Report
- f. Approval of the work plan as outlined by staff
- g. Motion of Ratification of action taken at 4.16.25 POSB meeting

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Alderman Bratt
SECONDED BY: Board Member Vite

AYES: Cain, Balkansky, Kulick, Usowski, Vite
ABSENT: Lysaught
NOT PRESENT: Bratt, Wolfson

4) Action Item

- a. **ORDINANCE 2025-1680** An Ordinance Amending Chapter 58 of the Mequon Municipal Code, Relating to the Imposition of Impact Fees

The Ordinance has been approved by the Planning Commission with a Ordinance language change due to the recommendation of the City Attorney.

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Board Member Balkansky
SECONDED BY: Board Member Kulick

AYES: Cain, Balkansky, Kulick, Usowski, Vite
ABSENT: Lysaught
NOT PRESENT: Bratt, Wolfson

5) Discussion Item

- a. Park CORP Facility Condition Assessment

Discussion ensued about how the board will use the assessment as a guide to prepare a budgetary request for funding in 2026.

Staff emailed POSB members the top five priority list that the POSB Sub Committee created in 2024.

A new subcommittee of Board Members Cain, Wolfson, and Vite will review and update the top five priority list.

Attachment: 5.7.25 (10434 : May 7 2025 Minutes)

b. Park CORP Playground Assessment

Discussion ensued on how to meet the existing park's needs.

Members shared concerns about City playgrounds scoring poorly and the safety of the playgrounds.

6) Work Plan

a. Park and Open Space Board Work Plan (5.7.25)

7) Adjourn

a. Motion to Adjourn at 7:12 pm

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

MOVED BY: Board Member Vite

SECONDED BY: Board Member Balkansky

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

ABSENT: Lysaught

Respectfully Submitted,

Ren Schlereth

Administrative Assistant

Attachment: 5.7.25 (10434 : May 7 2025 Minutes)



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Office of Public Works

TO: Park and Open Space Board
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: June 18, 2025
SUBJECT: Rotary Park Playground

In April 2024, the City and Rotary Club entered into a Pre-Development Agreement for Development of an All-User Inclusive Playground at Rotary Park, at the recommendation of the Park and Open Space Board. The memo, resolution, agreement, concept plan and images are attached to this item.

The document authorizes the Rotary Club to seek stakeholder approval and publicly fundraise for the proposed improvements at Rotary Park.

As outlined in the agreement, the next steps would include City involvement and approvals, as well as an administered donation and dedication agreement with the City. That administration would happen once funding is secured, and final plans are presented and approved for the project.

Staff met with Rotary Club and shared the Naming Rights Policy, which will be a key part of the administration of a donation and dedication agreement. After the initial authorization of the agreement, members of the Rotary Club visited accessible playgrounds all over the state and spoke with maintenance staff regarding the successes and concerns with long term maintenance. The Rotary Club is working through equipment selection, research on play surfaces and generation of documentation to facilitate donations.

Please note that Rotary Club is not required to meet any specific timelines for the project. The City understood that fundraising, planning and implementation would take time. The Rotary Club is willing to provide periodic updates as progress continues.

Attachments:
 Resolution 4116 (PDF)



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www.ci.mequon.wi.us

Office of Park and Open Space Board

TO: Park and Open Space Board
FROM: Mike Gies, Parks and Forestry Superintendent
DATE: April 2, 2024
SUBJECT: RESOLUTION 4116 A Resolution Authorizing a Predevelopment Agreement with the Rotary Club of Thiensville-Mequon for an All-User Playground at Rotary Park

Background

Per the 2019 master planning efforts for Rotary Park, an all-user playground was identified as a need at the Rotary south location, but no timeline was given for the project implementation and no funding is currently designated for the project. The current playground at Rotary south was constructed in 1996. Several of the playground components were either donated or moved from other locations and are older than 1996.

In the summer of 2023, with communication to City staff, the Rotary Club of Thiensville-Mequon approved an initiative to move forward with planning documents for a proposed all-user playground adjacent to Rotary Parks south pavilion. Private Rotary funds were utilized in these planning efforts. The Rotary Club engaged Zimmerman Architectural Studios (Harwood), working in conjunction with a playground equipment manufacturer to prepare initial concept plans for the all-user inclusive playground. The attached plans are conceptual plans only.

Analysis

The Rotary Club of Thiensville-Mequon is seeking preliminary approval from the City of Mequon for the concept, so that they may seek stakeholder approval and publicly fundraise for the proposed improvements at Rotary Park. The Rotary Club recognizes that organizations should not publicly seek stakeholder approval or fundraise for improvements on property owned by the City before conferring with the City. The terms and conditions for the conceptual approval are outlined in the attached Pre-Development Agreement, drafted by the Rotary Club.

Further, City involvement and approvals would be needed prior to implementation of the all-user playground. As well as an administered donation and dedication agreement with the city. That administration would happen once funding is secured, and final plans are presented and approved for the project.

Staff recommends that the Park and Open Space Board and Public Works Committee review the Predevelopment Agreement as submitted by the Rotary Club of Thiensville-Mequon and consider recommending approval to the Common Council of the agreement, giving permission for the Rotary Club to move forward with preliminary plans to seek stakeholder approval and fundraising efforts.

Attachment: Resolution 4116 (10439 : Rotary Park Playground)

Fiscal Impact

No fiscal impact will be realized with authorization of this agreement. Future authorization of a donation and dedication agreement would address any further fiscal impact.

Recommendation

Recommendation forthcoming by Park and Open Space Board on April 2, 2024 with further recommendation forthcoming by the Public Works Committee on April 9, 2024.

Attachments:

Predevelopment Agreement (PDF)

Rotary Park - All-User Playground Concept Plan (PDF)

Rotary Images (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 4116

A Resolution Authorizing a Predevelopment Agreement with the Rotary Club of Thiensville-Mequon for an All-User Playground at Rotary Park

RECITALS

- A. The 2019 City of Mequon Park & Open Space Plan identifies an all-user playground as a capital project at Rotary Park.
- B. The Rotary Club of Thiensville-Mequon is seeking approval of a predevelopment agreement to allow for fundraising and final planning of an all-user playground on the City's behalf.
- C. Any authorization of the use of Rotary Park will require subsequent approval of a donation and dedication agreement with the City of Mequon.
- D. No City of Mequon funds will be utilized for the planning effort, unless further authorized.
- E. Recommended by Park and Open Space Board on April 2, 2024.
- F. Further recommended by Public Works Committee on April 9, 2024.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin that:

- 1. The Predevelopment Agreement with the Rotary Club of Thiensville-Mequon, in the form attached hereto is approved subject to any clerical, technical and/or legal changes deemed necessary and appropriate by the City Attorney.
- 2. The Mayor and the City Clerk are authorized and directed to execute and deliver the same.

Approved by: Andrew Nerbun, Mayor

Date Approved: April 2, 2024

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on April 2, 2024.

Caroline Fochs, City Clerk

Attachment: Resolution 4116 (10439 : Rotary Park Playground)

PREDEVELOPMENT AGREEMENT FOR AN ALL-USER PLAYGROUND AT ROTARY PARK

THIS PREDEVELOPMENT AGREEMENT (“Agreement”) is made as of _____, 2024, by and between ROTARY CLUB OF THIENSVILLE-MEQUON, WISCONSIN, INC., a nonstock corporation (“Rotary”), and the CITY OF MEQUON, WISCONSIN (the “City”).

RECITALS

A. Rotary Park is part of the City’s park system and is under the jurisdiction of the City and the Mequon Park and Open Space Board. The City’s Park and Open Space Plan (“Park Plan”) identifies recreational facilities and active and passive parks as critical components enhancing the quality of life within the City of Mequon. The Park Plan identifies Rotary Park as a community park with a list of specifically prioritized park improvements.

B. The Park Plan identifies “inclusive park facilities” as a need in the City’s parks and in Rotary Park.

C. At the same time the Park Plan was created and adopted, the City prepared a Master Plan for Lemke Park, River Barn Park and Rotary Park (the “Master Plan”). The Master Plan lists an inclusive playground among the highest priorities for Rotary Park.

D. Rotary proposes to install an all-user inclusive playground in Rotary Park. The playground would be installed in an expanded area where a playground currently sits adjacent to the Rotary Pavilion in Rotary Park.

E. Rotary engaged at its cost Zimmerman Architectural Studios and worked with an equipment manufacturer to prepare initial concept plans for an all-user inclusive playground. The plans show various improvements, landscaping, improved paths and other playground and playground-related features. The plans are concept plans only. Rotary intends to engage with various stakeholders for more input, and the ultimate plan will depend on the success of Rotary’s fundraising efforts.

F. Rotary recognizes that organizations should not publicly seek stakeholder approval or publicly fundraise for improvements on property owned by the City before conferring with the City and obtaining preliminary approval by the City; accordingly, Rotary has requested that the City consider and enter into this Agreement.

AGREEMENTS

NOW, THEREFORE, the City and Rotary agree as follows:

Attachment: Resolution 4116 (10439 : Rotary Park Playground)

1. The City has reviewed and approves on a preliminary basis of the concept of the all-user inclusive playground and agrees that the all-user inclusive playground depicted in Rotary’s initial concept plans would be an asset to the City and the residents of the City. Rotary’s initial concept plans are attached to this Agreement as Exhibit A.

2. The City’s approval is conceptual only. Before the playground could be fully approved or built, Rotary would need to submit and the City would need to approve final plans and specifications for the playground, Rotary would need to demonstrate that it has or will have sufficient funds to complete the playground, and the City and Rotary would need to enter into an agreement regarding financing, construction, construction oversight, dedication to the City, signage, naming and other details.

3. The City has no objection to and approves of Rotary fundraising for and soliciting input regarding the playground subject to the foregoing.

4. This Agreement is in the nature of a Memorandum of Understanding and imposes no obligations on the City.

The City and Rotary have executed this Agreement as of the dates set forth below.

CITY OF MEQUON

Dated: _____

BY: _____
Andrew Nerbun, Mayor

ATTEST:

BY: _____
Caroline Fochs, Clerk

Attachment: Resolution 4116 (10439 : Rotary Park Playground)

ROTARY CLUB OF THIENSVILLE-
MEQUON, WISCONSIN, INC.

Dated: _____

BY: _____

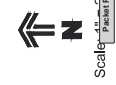
Jenne B. Hohn, President and
Rotary All-User Playground Committee
Co-Chair

BY: _____

John M. Wirth,
Rotary All-User Playground Committee
Co-Chair

EXHIBIT A
Initial Concept Plan

Attachment: Resolution 4116 (10439 : Rotary Park Playground)



Scale: 1" = 40' (0.1" = 1')



NOTE:
 ALL PLAYGROUND EQUIPMENT SHOWN IS FOR REFERENCE PURPOSES ONLY. SPECIFIC PLAYGROUND EQUIPMENT IS TBD AND WILL BE SELECTED IN A FUTURE PHASE OF THE PROJECT.

Rotary Park, Mequon - Inclusive Playground
 SITE PLAN

2024-01-03





3.a.a



3.a.a



3.a.a



3.a.a



3.a.a



3.a.a



3.a.a



3.a.a



3.a.a



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Office of Public Works

TO: Park and Open Space Board
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: June 18, 2025
SUBJECT: 5-year Capital Improvement Plan Request

At the May meeting, the Park and Open Space Board discussed the Park CORP Facility Condition Assessment and Park CORP Playground Assessment. The goal of the discussion included:

- Identification of the amount of the capital funding request
- Prioritized list of the projects to be funded

The first step of the internal budget process requires staff to submit a 5-year capital funding request for each, individual capital account. Attached to this memo is the FY2025 submittal for the Parks Planning & Improvements capital fund. Please note that this fund is exclusive of the EAB and Urban Forestry capital accounts.

The conclusion of the May discussion determined that a new subcommittee of Board Members Cain, Wolfson, and Vite will review and update the top five priority list. The previous priority list was shared with POSB.

Attachments:
2025-2029 CIP (PDF)

Capital Plan
City of Mequon, Wisconsin

FY 2025 through **FY 2029**

Project # 10474
Project Name Park Planning & Improvements

Department Parks
Contact M. Gies
Type of Project Buildings
Useful Life (Yrs) 10
Priority 1 Most Important

Expenditures	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Construction	\$ 201,015.00	\$ 118,250.00	\$ 110,000.00	\$ 100,000.00	\$ 100,000.00	\$ 629,265.00
Total	\$ 201,015.00	\$ 118,250.00	\$ 110,000.00	\$ 100,000.00	\$ 100,000.00	\$ 629,265.00

Funding Sources	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Projects Fund	\$ 201,015.00	\$ 118,250.00	\$ 110,000.00	\$ 100,000.00	\$ 100,000.00	\$ 629,265.00
Total	\$ 201,015.00	\$ 118,250.00	\$ 110,000.00	\$ 100,000.00	\$ 100,000.00	\$ 629,265.00

Description

In 2019, the Park and Open Space Board completed a Park & Open Space Plan which includes a Capital Improvements Plan. Capital improvements to a park are the additional labor and materials that improve the overall value and usefulness of that park. Capital improvements are designated and funded individually through segregated municipal funds. In 2024, the Park & Open Space compensation plan is due for an update.

Justification

The capital improvements program for each park is a combination of several types of projects. These projects are ranked according to their importance and priority in the overall development of the park and the value of the project to the overall City park system. Capital improvements are ranked in the following manner:

1. Improvements to existing facilities that will:
 - i. Correct health and safety hazards
 - ii. Upgrade deficient facilities
 - iii. Modernize adequate but outdated facilities
2. Installation of facilities as deemed appropriate and necessary through public demand.
3. Development of new facilities as deemed necessary through level of service, population projection and age cohort analysis.

Budget Impact/Other

The funds can be secured and allocated through the annual budget, grants, donations, public/private partnerships, and the park impact fee account.

The following three projects are requested to be funded in part by combinations of capital, park impact fees, and ARPA funding.

1. Lemke Park Pavilion - \$50,000 Capital, \$350,000 ARPA, \$413,918 Park Impact, \$40,000 Public/Private/Fundraising. Total = \$853,918
2. Rotary Park - Installation of City Water, Gas, WiFi, Keyless entry. Total = \$225,000
3. Reconstruction of basketball/pickleball court at Rotary Park- \$=60,000 Capital, \$30,000 Park Impact, \$10,000 public/private partnership. Total = \$100,000



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Office of Engineering

TO: Park and Open Space Board
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: June 18, 2025
SUBJECT: Park CORP Recommendations (5.2 Individual Park Recommendations)

Background

Chapter 5 of the City of Mequon Park & Open Space Plan outlines the Recommendations. That chapter is broken down into 3 categories:

- 5.1 General Recommendations
- 5.2 Individual Park Recommendations
- 5.3 Proposed Trails

This agenda item will focus on 5.2 Individual Park Recommendations.

The Park and Open Space Board (POSB) should consider the prioritization and implementation of the recommendations, as well as define any specific policy objectives or projects that should be considered to support the implementation.

Analysis

Table 6.2 is attached to this memo. This section is intended to “discuss more detailed recommendations for each park.”.

POSB should review the Individual Park Recommendations, over the course of multiple meetings if warranted, and subsequently direct staff, transmit budget requests, or otherwise direct implementation.

Fiscal Impact

The fiscal impact varies based upon the direction and can be further evaluated as the discussion progresses.

Recommendation

Staff recommends that the POSB:

- Sort the Individual Park Recommendations by category, for example: capital project, policy, operation and maintenance, etc.
- Determine whether the items listed under each category are served via an existing process (i.e. adding capital projects to the Capital Improvement Plan (CIP) list) or whether a new level of effort should be defined.

- Define the timeline for implementation/prioritization, as applicable.

Attachments:

CORP 5.2 Individual Park Recommendations (PDF)

TABLE 6.2 CIP RECOMMENDATIONS

High priority items should occur as soon as possible (1-2 years), Medium priority items should happen within the next three to five years, and low priority items should occur five or more years out.

Facility	Recommendations	Priority	Estimated Cost
All Parks			
All Parks	LED Lighting Conversion	HIGH	TBD
	Drinking Fountains	HIGH	TBD
	Online rental system/ automated lock system	HIGH	TBD
	Wayfinding & Signage**	MED	TBD
Mini Parks			
Town Center Riverfront Park	Extension of Rotary River Walk**	HIGH	TBD
Settlers Park	Extension of Rotary River Walk**	HIGH	TBD
	Install recycling receptacle*	MED	\$1,500-\$2,500
Neighborhood Parks			
Garrison's Glen	Complete park plan*	MED	\$20,000-\$25,000
	Grade trail locations that are not draining*	LOW	\$5,000-\$10,000
	Install recycling receptacles (2)*	LOW	\$3,000-\$5,000
	Install a bike rack on a concrete pad*	LOW	\$2,500-\$4,000
Riverview Park	Park repaving & parking lot extension (Roadway Program funds)	MED	\$25,000-\$35,000
	Playground Replacement	LOW	\$150,000-\$200,000
	Relocate Archery Range	LOW	\$10,000
	Complete park plan*	LOW	\$20,000-\$25,000
	Construct asphalt path connecting the existing asphalt path to the playground and parking lot*	MED	\$15,000-\$20,000
	Install bike rack on a concrete pad*	MED	\$2,500-\$4,000
	Add baseboard at bottom of backstop*	MED	\$3,000
	Sink home plate and pitcher's rubber to "at grade"**	MED	\$500-\$1,500
Install recycling receptacle*	MED	\$1,500-\$2,500	

*Continued Recommendation from previous POSP

**Private Funding Projects (if private funds are not available, project should not be completed)

Attachment: CORP 5.2 Individual Park Recommendations (10260 : Park CORP Recommendations (5.2 Individual Park Recommendations))

Villa Grove Park	Construct a shelter with restroom*	LOW	\$300,000
	Resolve grade and drainage issues*	ONGOING	TBD
	Construct an asphalt river walk connecting existing and proposed improvements	LOW	TBD
	Construct an asphalt parking area on the west side of the park after drainage issues have been resolved*	LOW	TBD
	Complete park plan*	MED	\$15,000-\$20,000
	Install recycling receptacles (2)*	MED	\$3,000-\$6,000
Community Parks			
Lemke Park	Playground Replacement	ONGOING	\$250,000
	Parking Lot Repaving & Basketball Courts (Roadway Program funds)	MED	TBD
	New 12 and Under Baseball Field	MED	\$250,000
	Football Field Relocation	MED	\$275,000
	Install four recycling receptacles throughout park*		\$6,000-\$10,000
	Move bike rack to a hardscape surface*		\$1,500
	Replace worn safety surface in playground areas		\$4,000/EA
Civic Center Park	Playground removal & replacement*	HIGH	\$600,000
	Resolve Drainage Issues	MED	TBD
	Remove/replace asphalt paths	HIGH	\$10/SF
	Complete park plan*	MED	\$25,000
	Complete aquatic facility study to determine future community needs*	HIGH	\$20,000
	Repair hardscape surfaces where required*	HIGH	\$12,500-\$15,000
	Install park identification sign on Cedarburg Road*	MED	\$8,000
	Install three ADA approved and accessible picnic tables throughout park*	HIGH	\$6,000
	Install four recycling receptacles throughout park*	LOW	\$6,000-\$10,000
	Replace worn park regulatory signage*	LOW	\$800/EA

*Continued Recommendation from previous POSP

**Private Funding Projects (if private funds are not available, project should not be completed)

Attachment: CORP 5.2 Individual Park Recommendations (10260 : Park CORP Recommendations (5.2 Individual Park Recommendations))

River Barn Park	Playground replacement	HIGH	\$250,000-\$300,000
	Install Pickleball Courts**	HIGH	See Appendix D
	River portal, prairie plantings, tree relocation	HIGH	See Appendix D
	Replace lacrosse goals that are in poor condition and relocate soccer goals	HIGH	\$5,000
	Basketball Courts	MED	TBD
	North parking lot repaving (Roadway Program funds)	MED	\$125,000
	Landscape middle median*	LOW	\$4,500
	Install three ADA approved and accessible picnic tables throughout park*	MED	\$6,000
	Install four recycling receptacles throughout park*	MED	\$6,000
	Replace bleacher end caps at lacrosse fields*	HIGH	\$500-\$1,000
Rotary Park	Replace South Playground: All inclusive playground**	HIGH	\$1,000,000
	Reconstruction: basketball, pickleball courts & fence	HIGH	\$765,000-\$934,000
	Connect to city water, gas, WiFi, & keyless entry	HIGH	\$164,000
	Replace North Playground: Musical playground	LOW	\$195,000-\$215,000
	Improve drainage (Schmit, Soccer)*	HIGH	\$20,000
	Bolt-on/expansion/water/ADA restrooms	MED	\$300,000
	Memory Garden - rebuild pergola/information sign**	LOW	\$6,000
	Develop dog area**	LOW	TBD
	Walking paths (hardsurface, pond loop)	ONGOING	\$50,000
	Increase power service	MED	TBD
	Schmit Baseball Field - fencing & sign replacement & lighting**	MED	TBD
Special Use Parks			
Katherine Kearney-Carpenter Park	Parking Lot fencing/safety (Partial Roadway Program funds)*	HIGH	See Appendix E
	Perimeter Fence*	HIGH	See Appendix E
	Park Repaving (Roadway Program funds)*	HIGH	See Appendix E

*Continued Recommendation from previous POSP

**Private Funding Projects (if private funds are not available, project should not be completed)



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Office of Engineering

TO: Park and Open Space Board
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: June 18, 2025
SUBJECT: Park CORP Recommendations (5.3 Parks and Trails Recommendations)

Background

Chapter 5 of the City of Mequon Park & Open Space Plan outlines the Recommendations. That chapter is broken down into 3 categories:

- 5.1 General Recommendations
- 5.2 Individual Park Recommendations
- 5.3 Proposed Trails

This agenda item will focus on 5.3 Proposed Parks and Trails Recommendations.

The Park and Open Space Board (POSB) should consider the prioritization and implementation of the recommendations, as well as define any specific policy objectives or projects that should be considered to support the implementation.

Analysis

Chapter 5.3 is attached to this memo. This section is intended to “discuss more detailed recommendations for each park.”

POSB should review the Proposed Parks and Trails Park Recommendations, over the course of multiple meetings if warranted, and subsequently direct staff, transmit budget requests, or otherwise direct implementation.

Fiscal Impact

The fiscal impact varies based upon the direction and can be further evaluated as the discussion progresses.

Recommendation

Staff recommends that the POSB:

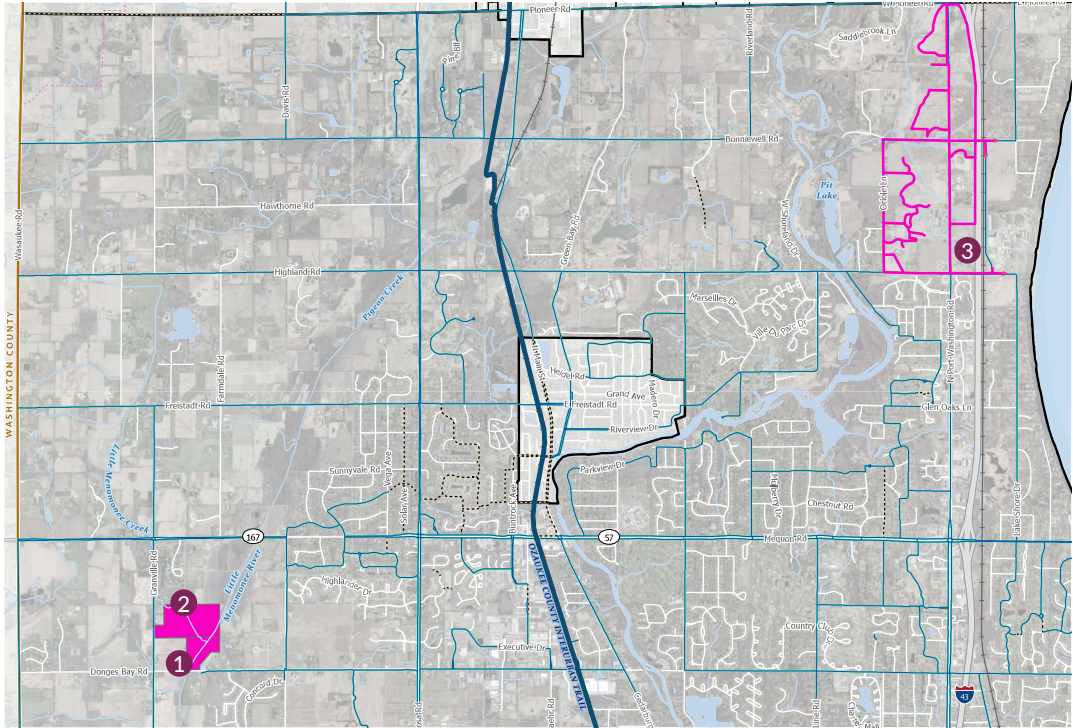
- Sort the Proposed Parks and Trails Park Recommendations by category, for example: capital project, policy, operation and maintenance, etc.
- Determine whether the items listed under each category are served via an existing process (i.e. adding capital projects to the Capital Improvement Plan (CIP) list) or whether a new level of effort should be defined.

- Define the timeline for implementation/prioritization, as applicable.

Attachments:

CORP 5.3 Proposed Parks and Trails Recommendations (PDF)

Map 5.1 Proposed Parks and Trails



- City of Mequon
- County Boundary
- Surrounding Municipality
- Interstate/Federal Highway
- State Highway
- Railroad
- Lake/Pond
- River/Stream
- Proposed Parks and Trails**
- Ulao Creek Linear Parkway Proposed Trail
- Proposed Park
- Existing Trails**
- Ozaukee County Interurban Trail
- Municipal Trail
- County Trail
- State Trail
- Private Trail

5.3 PROPOSED PARKS AND TRAILS

1. BABIAZ - MMSD PROPERTY

Located directly across the street from Lemke Park, this parcel is currently undeveloped land owned by the Milwaukee Metropolitan Sewerage District (MMSD). This 29-acre site could serve as a link between Lemke Park and additional developments on an adjacent MMSD parcel detailed below. The additional site is necessary as this parcel is limited in what type of development can occur. An Intergovernmental Agreement restricts development on this site to passive functions. Development of a linked trail network on this property could be a major recreational opportunity for the community.

2. HOERING - MMSD PROPERTY

This 72-acre site is located on North Granville Road near Lemke Park. This land was acquired for conservation and stormwater management. Similar to the Babiaz property, this parcel also has an intergovernmental agreement that limits development to passive uses. Therefore, development of this property would likely need to be limited to amenities found in a typical conservancy park. Amenities that could be considered would be trails, interpretive signage, and potentially park shelters.

3. ULAO CREEK LINEAR PARKWAY

Located on the northeast side of Mequon, Ulao Creek is a 750-acre development site. In order to ensure high quality development on the site, the City adopted a [Neighborhood Design Guide](#) in 2021 that includes 10 miles of linear parkway, which is intended to occur through private development and public capital improvements as the site is developed. This parkway is part of the City's long-term vision, and will likely be implemented in segments as development takes place.

Attachment: CORP 5.3 Proposed Parks and Trails Recommendations (10261 : Park CORP Recommendations (5.3 Parks and Trails



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Office of Public Works

TO: Park and Open Space Board
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: August 20, 2025
SUBJECT: Citizen Volunteer Park/Open Space Maintenance

Staff received a request for an agenda item to discuss what citizens can do to maintain parks and open spaces. The report is that some residents utilize nature preserves as dog parks and that invasive species require management. Park staff is limited, so there was an inquiry as to how volunteers could assist.

While staff welcomes the discussion regarding assistance, some of these efforts, including invasive species management, would require appropriate oversight. Given staffing limitations, coordinating volunteer efforts may not be realistic for the 2025 season.

However, the POSB and staff can spend time in the off-season reviewing options and obstacles, such as any required legal forms and indemnification agreements. It would also be beneficial if POSB could assist in generating the list of tasks that volunteers can perform. That way when citizens, scouts or high schoolers are looking for volunteer hours, staff can be responsive with a list of tasks to choose from.



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Office of Public Works

TO: Park and Open Space Board
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: May 7, 2025
SUBJECT: Park and Open Space Board Work Plan (6.18.25)

Attached for the Board's review is a copy of the work plan for 2025.

Attachments:
2025 Work Plan (6.18.25) (PDF)

**Park and Open Space Board
2025 Work Plan (June 18, 2025)**

Month	Agenda Topics
June	<ul style="list-style-type: none"> • Rotary update on All Accessible Playground • Park Capital Funding Request • Park CORP Recommendations (5.2 Individual Park Recommendations) • Park CORP Recommendations (5.3 Parks and Trails Recommendations)
July	<ul style="list-style-type: none"> • <i>Tentative:</i> Discussion: Community Sign Template Approval • Capital Budget Request Confirmation (generally due beginning of August) • Park CORP Goals & Strategies • Park CORP Recommendations (5.1 General Recommendations)
August	<ul style="list-style-type: none"> • Operation and Maintenance Budget Request Confirmation (if applicable) • Park CORP Concept Plans

Future Agenda Topics

- EAB status review
- Donation/Dedication “Manual”

2025 Completed Items:

<ul style="list-style-type: none"> • Civic Campus Master Plan • Resolution: Adoption of the 2025 City of Mequon Park and Open Space Plan • Resolution: Approval of Amendments to the City of Mequon Fee Schedule for Fiscal Year 2025, Related to Athletic Field Fees, Lemke Park Concession Fees and Pool Fees • Impact Fee Assessment Review • Policy: Community Sign Template • Policy: Park Fee Discount • Ordinance: Park Impact Fee • Park & Open Space Plan 2025-2030 Implementation • Park CORP Facility Condition Assessment • Park CORP Playground Assessment 	
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Attachment: 2025 Work Plan (6.18.25) (10441 : POSB Work Plan (6.18.25))