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Office of Parks and Operations

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

**Minutes**

1) Call to Order, Roll Call

**Present:**

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

Also present: Director of Public Works/City Engineer Lundeen, Buildings and Grounds Superintendent Bodoh, and interested public.

2) Approval of Meeting Minutes

Motion to approve May 7, 2025 Minutes

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

**MOVED BY:** Board Member Lysaught

**SECONDED BY:** Board Member Balkansky

<b>AYES:</b> Cain, Bratt, Balkansky, Kulick, Lysaught, Usowski, Vite, Wolfson
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3) Discussion Item

a. Rotary Park Playground

Director of Public Works/City Engineer Lundeen provided some background on this project. Members of the Rotary had visited other park sites to get ideas for the playground. The plans have not been finalized and the Rotary is still working on the fundraising aspect for this project. The Donation and Dedication Agreement will cover what will be built and how the

equipment will be maintained. This is a large project that will have many factors to consider, including ADA and accessibility. It may be a phased in project that may be constructed in different increments based on the funding available.

b. 5-year Capital Improvement Plan Request

The plan request was already submitted in order to meet the deadline. If any 2025 funding is left over, that will be rolled into the funding for 2026. With the flooding and damages sustained in the August storms, there may be additional expenses for repairs. Some updates were also provided for the Lemke Park project. A discussion also took place regarding the need for a guideline that sets the standards for signage at the parks (materials, size, fonts, locations) based on the type of park. The board should create and prioritize their list of projects from high to low so when funding becomes available, there is already a plan for tackling high priority projects.

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

Volunteer efforts should work in conjunction with City Staff to reduce the potential for duplicated efforts. One collaboration that has worked well has been having the Boy Scouts come in to assist with invasive species management. However, invasive species management needs to have some educated people that can make sure it's done correctly. One initiative that can work well is a park cleanup day to help clean up litter within the parks and promote community engagement. For example, Concordia students assisted with a park cleanup in the Spring which was effective and helpful to the parks staff. Perhaps a program similar to the Adopt-a-Road program that is Adopt-a-Park that could include sponsorship and a sign that encourages those to make an active effort to clean up litter and dog waste within each park. Staff could reach out to the Mequon Nature Preserve to determine if there are resources that can help with any efforts. The Board could create a list of volunteer tasks that can be handled without staff supervision or waivers/indemnifications.

Before moving on to the next agenda topic, the Board discussed the population growth in Brown Deer and the increased usage of the bike trail and parks of those residents. The pool experience increased revenue because of the higher usage rate for non-Mequon residents. Increased usage of parks and services can lead to increased garbage and other safety concerns. The park reservation fees also vary based on resident/non-resident status. Board members raised the question about permitted usage of parks as found in Germantown and West Bend that use license plate readers to monitor if the usage fees are paid. Mequon is testing out upgrades at Lemke Park for the use of the pavillion as well as the new gate card option coming to the Brush Site.

4) Work Plan

a. Park and Open Space Board Work Plan (6.18.25)

5) Adjourn

Motion to adjourn at 7:50 PM.

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

**MOVED BY:** Board Member Vite

**SECONDED BY:** Board Member Balkansky

**AYES:** Cain, Bratt, Balkansky, Kulick, Lysaught, Vite, Wolfson

**DEEMED NO:** Usowski

Respectfully Submitted,  
*Karen Schlereth*  
*Administrative Assistant*