



11333 N. Cedarburg Road  
Mequon, WI 53092-1930  
Phone: 262/242-3100

[www.cityofmequonwi.gov](http://www.cityofmequonwi.gov)

Parks and Forestry Department

**PARK AND OPEN SPACE BOARD  
Regular Meeting  
Wednesday, April 22, 2026 - 6:30 PM  
South Conference Room**

**Agenda**

- 1) Call to Order and Roll Call**
- 2) Approval of Meeting Minutes**
  - a) Meeting minutes of March 25, 2026
- 3) Personal Appearances and Public Comment**

Citizens wishing to address the POSB on any matter not on the agenda may do so at this time. If you desire to be heard on agenda items, you may be heard when the item is considered on the agenda. The time limit is FIVE minutes. To speak or to have your opinion recorded, please complete a registration slip found on the table in the lobby and return it to the bin in the South Conference Room.
- 4) Discussion Items**
  - a) Review of Park CORP Playground Assessment
  - b) Review and Approval of Top 5 Capital Improvement Priorities
  - c) Authorization of 2026 Capital Projects
- 5) Informational Items**
  - a) Next Tentative Meeting Date: May 20 (pending Rotary Playground submittal) or June 17 (if no application by Rotary)
- 6) Work Plan**
  - a) 2026 Work Plan (April 22, 2026)
- 7) Adjourn**

DATED: April 16, 2026

/s/ Jason Cain, Chair

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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 accommodation 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 City Clerk's Office at 262-236-2914, Monday through Friday, 8:00 AM – 4:30 PM.



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**PARK AND OPEN SPACE BOARD  
Regular Meeting  
Wednesday, March 25, 2026 - 6:30 PM  
South Conference Room**

**Minutes**

**1) Call to Order and Roll Call**

This meeting was called to order by Chair Cain at 6:34 p.m.

**Present:**

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

Also Present: Buildings and Grounds Superintendent Bodoh, DPW Administrative Assistant Honeck

**2) Approval of Meeting Minutes**

a) Meeting minutes of January 21, 2026

<b>MOTION:</b>	Approval of January 21, 2026 Minutes
<b>MOVER:</b>	Board Member Steven Kulick
<b>SECONDER:</b>	Board Member James Lysaught
<b>AYES:</b>	Chair Jason Cain, Board Member Harlan Balkansky, Board Member Steven Kulick, Board Member James Lysaught, Board Member David Wolfson
<b>NAYS:</b>	None

<b>RESULT:</b>	Approved by Voice Acclamation [Unanimous]
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b) Meeting minutes of March 18, 2026

<b>MOTION:</b>	Approval of March 18, 2026 Minutes
<b>MOVER:</b>	Board Member Steven Kulick
<b>SECONDER:</b>	Board Member James Lysaught
<b>AYES:</b>	Chair Jason Cain, Board Member Harlan Balkansky, Board Member Steven Kulick, Board Member James Lysaught, Board Member David Wolfson
<b>NAYS:</b>	None
<b>RESULT:</b>	Approved by Voice Acclamation [Unanimous]

3) **Personal Appearances and Public Comment**

Citizens wishing to address the POSB on any matter not on the agenda may do so at this time. If you desire to be heard on agenda items, you may be heard when the item is considered on the agenda. The time limit is FIVE minutes. To speak or to have your opinion recorded, please complete a registration slip found on the table in the lobby and return it to the bin in the South Conference Room.

4) **Action Items**

a) 2026 Banner Agreement Homestead Baseball at Rennie Field

The board approved the 2026 banner agreement for Homestead High School Baseball at Rennie Field. Staff confirmed the agreement aligns with City sign regulations and that all banners will be individually reviewed for size, color, and condition before placement.

<b>MOTION:</b>	Approval
<b>MOVER:</b>	Board Member David Wolfson
<b>SECONDER:</b>	Board Member Harlan Balkansky
<b>AYES:</b>	Chair Jason Cain, Board Member Harlan Balkansky, Board Member Steven Kulick, Board Member James Lysaught, Board Member David Wolfson
<b>NAYS:</b>	None
<b>RESULT:</b>	Approved by Voice Acclamation [Unanimous]

- b) 2026 Banner Agreement for Mequon Mayhem at River Barn Park Fields #1, #2, and #3

<b>MOTION:</b>	Approval
<b>MOVER:</b>	Board Member Harlan Balkansky
<b>SECONDER:</b>	Board Member David Wolfson
<b>AYES:</b>	Chair Jason Cain, Board Member Harlan Balkansky, Board Member Steven Kulick, Board Member James Lysaught, Board Member David Wolfson
<b>NAYS:</b>	None
<b>RESULT:</b>	Approved by Voice Acclamation [Unanimous]

- c) 2026 Banner Agreements for HEAT/MTLL at Rotary Park Schmit and South Fields

<b>MOTION:</b>	Approval
<b>MOVER:</b>	Board Member Harlan Balkansky
<b>SECONDER:</b>	Board Member Steven Kulick
<b>AYES:</b>	Chair Jason Cain, Board Member Harlan Balkansky, Board Member Steven Kulick, Board Member James Lysaught, Board Member David Wolfson
<b>NAYS:</b>	None
<b>RESULT:</b>	Approved by Voice Acclamation [Unanimous]

- d) 2026 Banner Agreement for BOSS at Lemke Park Fields Blue and Orange

<b>MOTION:</b>	Approval
<b>MOVER:</b>	Board Member David Wolfson
<b>SECONDER:</b>	Board Member Harlan Balkansky
<b>AYES:</b>	Chair Jason Cain, Board Member Harlan Balkansky, Board Member Steven Kulick, Board Member James Lysaught, Board Member David Wolfson
<b>NAYS:</b>	None
<b>RESULT:</b>	Approved by Voice Acclamation [Unanimous]

5) **Informational Items**

- a) Amendments to the City of Mequon Fee Schedule for the Fiscal Year of 2026, Related to Athletic Field Fees Charged to Season Users and All Other Users

The board reviewed staff’s update to the 2026 athletic field fee schedule, which increases transparency and simplifies how field maintenance costs and usage fees are calculated for season user groups and all other users. No board action was required, as the amendments were already approved by the Common Council.

**6) Discussion Items**

- a) 2026 Work Plan

The board reviewed the draft 2026 Work Plan and staff will confirm the April 22, 2026, meeting date and follow up with members to finalize scheduling.

**7) Adjourn**

Motion to adjourn at 7:12 p.m.

<b>MOTION:</b>	Adjourn
<b>MOVER:</b>	Board Member Steven Kulick
<b>SECONDER:</b>	Board Member Harlan Balkansky
<b>AYES:</b>	Chair Jason Cain, Board Member Harlan Balkansky, Board Member Steven Kulick, Board Member James Lysaught, Board Member David Wolfson
<b>NAYS:</b>	None
<b>RESULT:</b>	Approved by Voice Acclamation [Unanimous]

Respectfully Submitted,  
 Kaitlynn Honeck  
 DPW Administrative Assistant



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**Parks and Forestry**

**TO: Park and Open Space Board**  
**FROM: Justin Bodoh, Building and Grounds Superintendent**  
**DATE: April 22, 2026**  
**SUBJECT: Review of Park CORP Playground Assessment**

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### **Background**

In May 2025, the Park and Open Space Board (POSB) reviewed the Park CORP Playground Assessment. At that time, staff recommended that the POSB:

- Sort the Playground Assessment 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.

While no formal action was taken at the time, staff is requesting discussion and potential concurrence of the prioritization as drafted by staff.

### **Analysis**

The 2025–2030 Park and Open Space Plan identifies several systemwide capital priorities intended to improve accessibility, safety, operational efficiency, and recreation opportunities across the park system. These include:

1. Conversion to LED lighting
2. Ensuring every high-traffic park includes at least one drinking fountain
3. Improvements to the online rental system and installation of automated lock systems
4. Improved park wayfinding and signage
5. Replacement of aging playground equipment
6. Installation of lighting at sport fields where currently absent

Further, Appendix C of the City of Mequon Park & Open Space Plan includes a Playground Assessment for the park facilities. Replacement of aging playground equipment is one of the

most significant recurring capital needs identified within the study and represents a major component of the long-term capital improvement program. The purpose of this discussion item is to review the playground-related recommendations and associated park capital priorities identified in the plan and to help guide future capital improvement programming.

### **Fiscal Impact**

Estimated planning-level costs for major playground-related improvements were estimated in Appendix C and are attached for reference.

### **Recommendation**

The projects identified in the Park and Open Space Plan represent **planning-level playground capital recommendations** and are not currently programmed within a single funding year. The intent is to confirm the prioritization of the playground projects designated for replacement.

While the playground assessment outlined maintenance recommendations, the playground at Lemke Park was noted as "good" and therefore is not included on the list for prioritized replacement.

Several playground projects are in process by other initiatives, therefore are not included in the prioritization:

- Rotary Park - South Installation: pending development and dedication by Rotary
- Civic Center Park: pending implementation of the Mequon Commons plan

Staff requests Park and Open Space Board validation of the following prioritized replacement:

1. Riverview Park
2. River Barn Park
3. Rotary Park - North Installment

Attachments:

CORP Playground Assessment

# CIVIC CENTER PARK

GENERAL SAFETY + MAINTENANCE		Inspector: Hannah Cramer	Date: May 30, 2024
✓ or X	NOTES	RECOMMENDATIONS	PRIORITY
X	No warning labels present.	Add signage	1
✓	Equipment free of protrusions + entanglement hazards		
X	Equipment free of sharp points + edges	Replenish playground chips in entire playground area to proper depth	1
✓	No missing, warped, or damaged bolts, caps, bars, etc.		
✓	No changes in openings allowing for head entrapment		
X	No tripping hazards (i.e. exposed footings or anchoring devices)	Replenish playground chips in entire playground area to proper depth	1
✓	No animal/insect damage or infestations		
✓	No user modifications to equipment		
✓	Playground is free of debris + garbage		
<b>FINISHES + MATERIAL CONDITIONS</b>			
✓ or X	Plastic + metal equipment free of rust, cracks, graffiti, etc.		
X	No missing or damaged play components (stairs, handrails, rungs, etc.)	Replace rusted playground components based on safety necessity	1
X	Wooden equipment free of rot, splinters, warping, cracks, etc.	Replace sand excavator	2
✓	Paint is not peeling, cracking, or chipping		
X	FASTENERS + ANCHORING MECHANISMS	Repaint high-traffic areas based on safety considerations/corrosion	3
✓ or X	Hardware is present, tight, + in good condition		
✓	Pipe caps present on ends of tubing		
✓	Cables/ropes are secure + in good condition		
✓	Footings/anchoring devices are secure + stable		
✓	Springs/rocking components in good condition		
✓	Welds are intact + crack free		
<b>SWINGS + OTHER PLAY COMPONENTS</b>			
✓ or X	Swing components (seat, s-hooks, chains, + hangers) in good condition		
✓	All moving playground components are secure, lubricated, + in good condition		
X	Hand gripping components are secure + do not rotate	Clean, repair, and replace rollers/bearings	1
✓	Stepping surfaces are level, stable, + clean		
X	Slides are smooth + free of debris or other hazards	Replace damaged steps	1
✓	Playground meets ADA accessibility standards (transfer platforms, ground play elements, etc.)		
X	Surfacing is of an acceptable material (wood chips, pea gravel, sand, rubber mulch, turf, or PIP)	Resurface path to playground + replace fence gate open/close mechanisms	1
<b>PLAYGROUND SURFACING + DRAINAGE</b>			
✓ or X	Loose-fill surfacing is level + at proper depth		
X	Surface drainage is functional with no standing water	Replenish playground chips in entire playground area to proper depth	1
X	Use zones have adequate amount of protective surfacing + are clear of clear of obstacles/debris	Replenish playground chips in entire playground area to proper depth	1
✓	Wear mats are properly secured in place + level	Replenish playground chips in entire playground area to proper depth	1
✓	Unitary surfaces are intact + free of depressions or ruts		
✓	Surfaces intended to be accessible are easily navigable + free of gaps, lips, or steep slopes	Resurface path to playground + replenish playground chips	1

# LEMKE PARK

Playground: Lemke Park		Inspector: Hannah Cramer	Date: May 30, 2024	
GENERAL SAFETY + MAINTENANCE	✓ or X	NOTES	PRIORITY	EST. COSTS
Warning labels/age signage present + legible	X	Warning labels on equipment peeling/fooded	1	\$100
Equipment free of crush + shear hazards	✓			
Equipment free of protrusions + entanglement hazards	✓			
Equipment free of sharp points + edges	✓			
No missing, warped, or damaged bolts, caps, bars, etc.	X	Some rusted bolts	2	\$5,000
No changes in openings allowing for head entrapment	✓			
No tripping hazards (i.e. exposed footings or anchoring devices)	✓			
No animal/insect damage or infestations	✓			
No user modifications to equipment	✓			
Playground is free of debris + garbage	✓			
<b>FINISHES + MATERIAL CONDITIONS</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Plastic + metal equipment free of rust, cracks, graffiti, etc.	✓			
No missing or damaged play components (stairs, handrails, rungs, etc.)	✓			
Wooden equipment free of rot, splinters, warping, cracks, etc.	✓	No wooden equipment present		
Paint is not peeling, cracking, or chipping	X	Some paint chipping/wear	3	\$5,000
<b>FASTENERS + ANCHORING MECHANISMS</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Hardware is present, tight, + in good condition	✓			
Pipe caps present on ends of tubing	✓			
Cables/ropes are secure + in good condition	✓			
Footings/anchoring devices are secure + stable	✓			
Springs/rocking components in good condition	✓			
Welds are intact + crack free	X	Some rusted welds present	3	\$5,000
<b>SWINGS + OTHER PLAY COMPONENTS</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Swing components (seats, s-hooks, chains, + hangers) in good condition	X	Some rust present on swing chains/connectors	1	\$5,000
All moving playground components are secure, lubricated, + in good condition	✓			
Hand gripping components are secure + do not rotate	✓			
Slides are smooth + free of debris or other hazards	✓			
Stepping surfaces are level, stable, + clean	✓			
Playground meets ADA accessibility standards (transfer platforms, ground play elements, etc.)	X	No accessible paths or ground play elements present	2	\$8,000+
<b>PLAYGROUND SURFACING + DRAINAGE</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Surfacing is of an acceptable material (wood chips, pea gravel, sand, rubber mulch, turf, or PIP)	✓	Wood chips/PIP combination - OK		
Loose-fill surfacing is level + at proper depth	X	Wood chips too shallow underneath swings	1	\$6,000
Surface drainage is functional with no standing water	✓			
Use zones have adequate amount of protective surfacing + are clear of obstacles/debris	X	Wood chips too shallow underneath swings	1	\$6,000
Wear mats are properly secured in place + level	✓			
Unitary surfaces are intact + free of depressions or ruts	X	PIP mats have some ruts, cracks	2	\$6,000
Surfaces intended to be accessible are easily navigable + free of gaps, lips, or steep slopes	X	Playground is currently not accessible under ADA		

# RIVER BARN PARK

Playground: River Barn Park		Inspector: Hannah Cramer		Date: May 30, 2024	
GENERAL SAFETY + MAINTENANCE	✓ or X	NOTES	RECOMMENDATIONS	PRIORITY	EST. COSTS
Warning labels/age signage present + legible	X	No warning labels present	Add signage	3	\$500
Equipment free of crush + shear hazards	✓				
Equipment free of protrusions + entanglement hazards	✓				
Equipment free of sharp points + edges	X	Exposed concrete on PIP mats creates rough/sharp edges	Replenish playground chips around PIP mats	1	\$5,000
No missing, warped, or damaged bolts, caps, bars, etc.	X	Some rusted bolts	Replace bolts	2	\$5,000
No changes in openings allowing for head entrapment	✓				
No tripping hazards (i.e. exposed footings or anchoring devices)	X	Exposed chains on climbing "net" creates a tripping hazard	Replenish playground chips around climbing net	1	\$5,000
No animal/insect damage or infestations	✓				
No user modifications to equipment	✓				
Playground is free of debris + garbage	✓				
<b>FINISHES + MATERIAL CONDITIONS</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>RECOMMENDATIONS</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Plastic + metal equipment free of rust, cracks, graffiti, etc.	✓				
No missing or damaged play components (stairs, handrails, rungs, etc.)	✓				
Wooden equipment free of rot, splinters, warping, cracks, etc.	✓	No wooden equipment present			
Paint is not peeling, cracking, or chipping	X	Some paint chipping/wear	Repaint high-traffic areas based on safety considerations/corrosion	3	\$5,000
<b>FASTENERS + ANCHORING MECHANISMS</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>RECOMMENDATIONS</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Hardware is present, tight, + in good condition	✓				
Pipe caps present on ends of tubing	✓				
Cables/ropes are secure + in good condition	✓				
Footings/anchoring devices are secure + stable	✓				
Springs/rocking components in good condition	✓				
Welds are intact + crack free	✓				
<b>SWINGS + OTHER PLAY COMPONENTS</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>RECOMMENDATIONS</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Swing components (seat, s-hooks, chains, + hangers) in good condition	X	Some rust on swing connectors + most chain coatings peeling	Replace rusted connectors + chains	1	\$5,000
All moving playground components are secure, lubricated, + in good condition	✓				
Hand gripping components are secure + do not rotate	✓				
Stepping surfaces are level, stable, + clean	✓				
Slides are smooth - free of debris or other hazards	✓				
Playground meets ADA accessibility standards (transfer platforms, ground play elements, etc.)	X	No accessible path to playground or ground play elements present	Add accessible route to playground + ground play elements	2	\$12,000
<b>PLAYGROUND SURFACING + DRAINAGE</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>RECOMMENDATIONS</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Surfacing is of an acceptable material (wood chips, pea gravel, sand, rubber mulch, turf, or PIP)	X	Wood chips/PIP combination - OK			
Loose-fill surfacing is level + at proper depth	X	Wood chips unlevel, especially underneath swings + at edging	Replenish playground chips throughout, entire playground	1	\$6,000
Surface drainage is functional with no standing water	✓				
Use zones have adequate amount of protective surfacing + are clear of clear of obstacles/debris	X	Wood chips too shallow underneath swings + around PIP mats	Replenish playground chips throughout, entire playground	1	\$6,000
Wear mats are properly secured in place + level	✓				
Unitary surfaces are intact + free of depressions or ruts	X	PIP mats missing coating in some places, exposing concrete	Replenish playground chips throughout, entire playground	2	\$6,000
Surfaces intended to be accessible are easily navigable + free of gaps, lips, or steep slopes	X	Playground is currently not accessible under ADA			

# RIVERVIEW PARK

Playground: Riverview Park		Inspector: Hannah Cromer		Date: May 30, 2024	
GENERAL SAFETY + MAINTENANCE	✓ or X	NOTES	RECOMMENDATIONS	PRIORITY	EST. COSTS
Warning labels/age signage present + legible	X	No signage/warning labels present	Add signage	3	\$500
Equipment free of crush + shear hazards	✓				
Equipment free of protrusions + entanglement hazards	✓				
Equipment free of sharp points + edges	✓				
No missing, warped, or damaged bolts, caps, bars, etc.	X	Some rusted bolts	Replace bolts	2	\$1,000+
No changes in openings allowing for head entrapment	X	Large gaps present on playground equipment - hazard	Replace entire playground	3	\$200,000+
No tripping hazards (i.e. exposed footings or anchoring devices)	X	Wooden edging is uneven/warped - tripping hazard	Replace edging	3	\$5,000
No animal/insect damage or infestations	✓				
No user modifications to equipment	✓				
Playground is free of debris + garbage	✓				
<b>FINISHES + MATERIAL CONDITIONS</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>RECOMMENDATIONS</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Plastic + metal equipment free of rust, cracks, graffiti, etc.	X	Some rust on metal slide	Replace slide	2	\$5,000
No missing or damaged play components (stairs, handrails, rungs, etc.)	✓				
Wooden equipment free of rot, splinters, warping, cracks, etc.	X	Some boards warped + wood isn't treated, resulting in splinters	Replace entire playground	3	\$200,000+
Paint is not peeling, cracking, or chipping	✓	No paint present			
<b>FASTENERS + ANCHORING MECHANISMS</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>RECOMMENDATIONS</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Hardware is present, tight, + in good condition	✓				
Pipe caps present on ends of tubing	✓				
Cables/ropes are secure + in good condition	✓				
Footings/anchoring devices are secure + stable	✓				
Springs/rocking components in good condition	✓				
Welds are intact + crack free	✓				
<b>SWINGS + OTHER PLAY COMPONENTS</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>RECOMMENDATIONS</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Swing components (seat, s-hooks, chains, + hangers) in good condition	✓	No swings present			
All moving playground components are secure, lubricated, + in good condition	✓				
Hand gripping components are secure + do not rotate	✓				
Stepping surfaces are level, stable, + clean	X	Boards are unlevel with varying gaps	Replace entire playground	3	\$200,000+
Slides are smooth + free of debris or other hazards	✓				
Playground meets ADA accessibility standards (transfer platforms, ground play elements, etc.)	X	No accessible paths or ground play elements present	Replace entire playground	3	\$200,000+
<b>PLAYGROUND SURFACING + DRAINAGE</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>RECOMMENDATIONS</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Surfacing is of an acceptable material (wood chips, pea gravel, sand, rubber mulch, turf, or PIP)	✓	Wood chips - OK			
Loose-fill surfacing is level + at proper depth	X	Wood chips are not level or at proper depth	Replenish playground chips in entire playground area	1	\$8,000
Surface drainage is functional with no standing water	✓				
Use zones have adequate amount of protective surfacing + are clear of clear of obstacles/debris	✓	No wear mats present			
Wear mats are properly secured in place + level	✓	No unitary surfaces present			
Unitary surfaces are intact + free of depressions or ruts	✓	Playground is currently not accessible under ADA			
Surfaces intended to be accessible are easily navigable + free of gaps, lips, or steep slopes	X				

# ROTARY PARK - NORTH INSTALLATION

Playground: Rotary Park (North)		Inspector: Hannah Cramer		Date: May 30, 2024	
GENERAL SAFETY + MAINTENANCE	✓ or X	NOTES	RECOMMENDATIONS	PRIORITY	EST. COSTS
Warning labels/age signage present + legible	X	No warning labels present	Add signage	3	\$500
Equipment free of crush + shear hazards	✓				
Equipment free of protrusions + entanglement hazards	✓				
Equipment free of sharp points + edges	X	Sharp/rusted exposed edges on steps	Replace steps	1	\$4,000
No missing, warped, or damaged bolts, caps, bars, etc.	✓				
No changes in openings allowing for head entrapment	✓				
No tripping hazards (i.e. exposed footings or anchoring devices)	✓				
No animal/insect damage or infestations	✓				
No user modifications to equipment	✓				
Playground is free of debris + garbage	✓				
<b>FINISHES + MATERIAL CONDITIONS</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>RECOMMENDATIONS</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Plastic + metal equipment free of rust, cracks, graffiti, etc.	✓				
No missing or damaged play components (stairs, handrails, rungs, etc.)	X	Surfacing on steps peeling/rusting + apparent missing step	Replace steps	1	\$4,000
Wooden equipment free of rot, splinters, warping, cracks, etc.	✓	No wooden equipment present			
Paint is not peeling, cracking, or chipping	X	Some paint chipping/wear	Repaint	3	\$5,000
<b>FASTENERS + ANCHORING MECHANISMS</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>RECOMMENDATIONS</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Hardware is present, tight, + in good condition	X	Some rusted bolts	Replace rusted bolts	2	\$5,000
Pipe caps present on ends of tubing	✓				
Cables/ropes are secure + in good condition	✓				
Footings/anchoring devices are secure + stable	✓				
Springs/rocking components in good condition	X	Animal seesaw paint chipping	Repaint	3	\$500
Welds are intact + crack free	✓				
<b>SWINGS + OTHER PLAY COMPONENTS</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>RECOMMENDATIONS</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Swing components (seat, s-hooks, chains, + hangers) in good condition	X	Some rust present on swing connectors + chain coating peeling	Replace rusted connectors + chains	1	\$5,000
All moving playground components are secure, lubricated, + in good condition	✓				
Hand gripping components are secure + do not rotate	✓				
Stepping surfaces are level, stable, + clean	X	Surfacing on steps peeling/rusting on sides	Replace steps	1	\$4,000
Slides are smooth + free of debris or other hazards	X	Crack at bottom of spiral slide	Replace slide	2	\$9,000
Playground meets ADA accessibility standards (transfer platforms, ground play elements, etc.)	✓				
<b>PLAYGROUND SURFACING + DRAINAGE</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>RECOMMENDATIONS</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Surfacing is of an acceptable material (wood chips, pea gravel, sand, rubber mulch, turf, or PIP)	✓	Wood chips/PIP combination - OK			
Loose-fill surfacing is level + at proper depth	✓				
Surface drainage is functional with no standing water	✓				
Use zones have adequate amount of protective surfacing + are clear of clear of obstacles/debris	X	Wood chips underneath swings washed out	Replenish wood chips under swings	1	\$9,000
Wear mats are properly secured in place + level	✓				
Unitary surfaces are intact + free of depressions or ruts	✓				
Surfaces intended to be accessible are easily navigable + free of gaps, lips, or steep slopes	✓				

# ROTARY PARK - SOUTH INSTALLATION

Playground: Rotary Park (South)		Inspector: Hannah Cramer		Date: May 30, 2024	
GENERAL SAFETY + MAINTENANCE	✓ or X	NOTES	RECOMMENDATIONS	PRIORITY	EST. COSTS
Warning labels/age signage present + legible	X	No warning labels present	Add signage	3	\$500
Equipment free of crush + shear hazards	✓				
Equipment free of protrusions + entanglement hazards	X	Bolts protruding on steps for standalone metal slide	Replace bolts	1	\$5,000
Equipment free of sharp points + edges	X	Sharp/rusted exposed edges on multiple surfaces	Replace entire playground area	3	\$1,000,000
No missing, warped, or damaged bolts, caps, bars, etc.	X	Some rusted bolts	Replace rusted bolts	2	\$100
No changes in openings allowing for head entrapment	✓				
No tripping hazards (i.e. exposed footings or anchoring devices)	X	Exposed geotextile fabric under wood chips + tripping hazard	Replenish playground chips to proper depth	1	\$17,000
No animal/insect damage or infestations	✓				
No user modifications to equipment	✓				
Playground is free of debris + garbage	✓				
<b>FINISHES + MATERIAL CONDITIONS</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>RECOMMENDATIONS</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Plastic + metal equipment free of rust, cracks, graffiti, etc.	X	Surfacing peeling/rusting in multiple places	Replace entire playground area	3	\$1,000,000
No missing or damaged play components (stairs, handrails, rungs, etc.)	X	Surfacing peeling/rusting in multiple places	Replace entire playground area	3	\$1,000,000
Wooden equipment free of rot, splinters, warping, cracks, etc.	✓	No wooden equipment present			
Paint is not peeling, cracking, or chipping	X	Significant paint chipping/wear	Repoint	3	\$5,000
<b>FASTENERS + ANCHORING MECHANISMS</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>RECOMMENDATIONS</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Hardware is present, tight, + in good condition	X	Some rusted bolts	Replace rusted bolts	2	\$5,000
Pipe caps present on ends of tubing	✓				
Cables/ropes are secure + in good condition	✓				
Footings/anchoring devices are secure + stable	✓				
Springs/rocking components in good condition	✓				
Welds are intact + crack free	✓				
<b>SWINGS + OTHER PLAY COMPONENTS</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>RECOMMENDATIONS</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Swing components (seats, s-hooks, chains, + hangers) in good condition	X	Some rust present on swing connectors + chains	Replace rusted connectors + chains	1	\$5,000
All moving playground components are secure, lubricated, + in good condition	✓				
Hand gripping components are secure + do not rotate	✓				
Stepping surfaces are level, stable, + clean	X	Surfacing peeling/rusting in multiple places	Replace entire playground area	3	\$1,000,000
Slides are smooth + free of debris or other hazards	✓				
Playground meets ADA accessibility standards (transfer platforms, ground play elements, etc.)	X	No accessible route into playground area	Replace entire playground area	3	\$1,000,000
<b>PLAYGROUND SURFACING + DRAINAGE</b>	<b>✓ or X</b>	<b>NOTES</b>	<b>RECOMMENDATIONS</b>	<b>PRIORITY</b>	<b>EST. COSTS</b>
Surfacing is of an acceptable material (wood chips, pea gravel, sand, rubber mulch, turf, or PIP)	X	Wood chips - OK			
Loose-fill surfacing is level + at proper depth	✓	Wood chips underneath swings + glider washed out	Replenish playground chips to proper depth	1	\$17,000
Surface drainage is functional with no standing water	✓				
Use zones have adequate amount of protective surfacing + are clear of obstacles/debris	X	Wood chips underneath swings + glider washed out	Replenish playground chips to proper depth	1	\$17,000
Wear mats are properly secured in place + level	✓	Wear mats have multiple gaps + are not level	Reposition or replace mats	1	\$400+
Unitary surfaces are intact + free of depressions or ruts	X	No unitary surfaces present			
Surfaces intended to be accessible are easily navigable + free of gaps, lips, or steep slopes	X	Play surfacing not level	Replenish playground chips to proper depth	1	\$17,000

# PLAYGROUND SAFETY & NEEDS ANALYSIS

## CONCLUSION

The purpose of this study was to analyze overall safety and accessibility within the City of Mequon's six existing playground facilities. The identified improvements are to meet safety concerns, and do not change the fact that the equipment is generally approaching or beyond their typical lifespan. This means additional defects may result in the near- to mid-term with the existing playground equipment. **Full replacement may be a better investment than a short-term safety compliance improvement, especially for those playgrounds listed in Fair to Poor condition below.**

### Process

This process included taking detailed photos and filling out playground safety/ accessibility assessment matrices for each playground. These photos and assessments were then used to determine overall condition ratings for each playground based on the following criteria:

- **Excellent:** playground area has no observed condition issues
- **Good:** playground area has few or minor observed condition issues
- **Fair:** playground area has multiple observed condition issues
- **Poor:** playground area has many severe observed condition issues

### Overall Playground Conditions

- Civic Center Park (CCP): **Fair**
- Lemke Park (LP): **Good**
- River Barn Park (RBP): **Fair**
- Riverview Park (RVP): **Poor**
- Rotary Park - North Installment (RPN): **Fair**
- Rotary Park - South Installment (RPS): **Poor**

### Estimated Ongoing Maintenance Costs vs. Full Replacement Costs

#### Civic Center Park:

- Immediate: \$75,000
- Short-Term: \$25,000
- **\$100,000 Ongoing Maintenance Costs vs. \$600,000 Full Replacement Cost**

#### Lemke Park:

- Immediate: \$20,000
- Short-Term: \$25,000
- Long-Term: \$5,000
- **\$50,000 Ongoing Maintenance Costs vs. \$300,000 Full Replacement Cost**

#### River Barn Park:

- Immediate: \$15,500
- Short-Term: \$20,500
- Long-Term: \$4,000
- **\$40,000 Ongoing Maintenance Costs vs. \$250,000 Full Replacement Cost**

#### Riverview Park:

- Immediate: \$16,500
- Short-Term/Long-Term: \$8,500
- **\$25,000 Ongoing Maintenance Costs vs. \$200,000 Full Replacement Cost**

#### Rotary Park (North):

- Immediate: \$31,000
- Short-Term: \$19,000
- **\$50,000 Ongoing Maintenance Costs vs. \$475,000 Full Replacement Cost**

#### Rotary Park (South):

- Immediate: \$31,500
- **\$31,500 Ongoing Maintenance Costs vs. \$1,000,000 Full Replacement Cost**
- *Playground replacement already in the works in collaboration with Mequon Rotary Club.*

The recommendations and costs outlined in these timelines are high-level estimates and are subject to change based on a variety of outside factors.

These recommendations are intended to be used as guidelines for future playground improvements and can be implemented at any time based on availability of materials and labor.



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**Parks and Forestry**

**TO: Park and Open Space Board**  
**FROM: Justin Bodoh, Building and Grounds Superintendent**  
**DATE: April 22, 2026**  
**SUBJECT: Review and Approval of Top 5 Capital Improvement Priorities**

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### **Background**

Staff have identified a series of capital improvement opportunities that collectively advance operational efficiency, asset renewal, accessibility, and expanded recreational programming. These projects align with long-term facility management goals, including reducing routine staff workload, improving customer service delivery, and reinvesting in aging park infrastructure consistent with lifecycle replacement planning.

The Parks Division maintains a dedicated capital improvements account to support park infrastructure upgrades, safety enhancements, and asset replacement projects identified through operational needs and long-range planning efforts. Staff reviewed priority infrastructure needs across the park system and identified several projects that improve facility access control, security, operational efficiency, and replacement of aging playground equipment consistent with recommendations in the City's adopted park planning framework.

With this agenda item, staff is requesting validation of the following prioritized capital projects:

1. WiFi and Keyless Entry Installation – Rotary Park (Rotary Pavilion and Reuter Pavilion)
2. Keyless Entry Installation – River Barn Park Pavilion
3. Playground Replacement – Riverview Park
4. ADA Accessible Picnic Tables – System-Wide Park Improvements
5. Kayak Rental Kiosks – Villa Grove & Garrisons Glen

A key operational trend reflected in the proposals is the continued shift toward automated facility access and self-service systems. The proposed keyless entry systems at Rotary Park and River Barn Park are intended to reduce repetitive staff travel for facility unlock/lock functions, improve accountability for facility usage, and enhance security through controlled access tracking. When paired with municipal WiFi at Rotary Park, these systems also support future smart-facility integration, enabling additional technology-based park management tools over time.

The Riverview Park playground replacement represents a scheduled reinvestment in

neighborhood park infrastructure. The existing equipment is nearing the end of its useful life, and replacement will address safety, accessibility, and modernization needs while maintaining consistent service levels across the park system.

The addition of ADA-accessible picnic tables expands the accessibility and usability of park amenities. This system-wide improvement supports inclusive design standards and ensures that users of varying mobility levels can comfortably access seating areas near shelters, playgrounds, and gathering spaces.

Finally, the proposed kayak rental kiosks at Villa Grove and Garrisons Glen introduce a revenue-generating recreation amenity. The self-service model reduces staffing demands while expanding recreational access. The partnership structure with Self Service Rentals provides a potential revenue stream back to the City, which could be reinvested into park operations or impact fee accounts.

### **Analysis**

#### **1. WiFi and Keyless Entry Installation – Rotary Park (Rotary Pavilion and Reuter Pavilion)**

Installation of municipal WiFi service and keyless entry systems at both Rotary Park pavilions will:

- Improve rental access management
- Reduce staff travel time required for lock/unlock operations
- Increase security and monitoring capability
- Support future smart-facility integration
- Improve customer service for pavilion users

**Estimated Project Cost: \$50,000**

#### **2. Keyless Entry Installation – River Barn Park Pavilion**

Installation of keyless entry at the River Barn Park facility will:

- Improve rental access control
- Reduce staff response requirements for facility access
- Improve security and accountability
- Align operations with Rotary Park facility standards

**Estimated Project Cost: \$25,000**

#### **3. Playground Replacement – Riverview Park**

The existing playground equipment at Riverview Park is approaching the end of its useful service life. Replacement will:

- Improve safety and accessibility compliance
- Modernize play equipment
- Support neighborhood park usage and engagement

- Align with system-wide playground lifecycle replacement strategy

**Estimated Project Cost:** \$120,000 – \$200,000 (depending on final equipment selection and surfacing options)

This project represents a scheduled reinvestment consistent with maintaining neighborhood park infrastructure quality across the system.

#### **4. ADA Accessible Picnic Tables – System-Wide Park Improvements**

Installation of ADA-accessible picnic tables across parks will improve inclusivity and usability for all residents. These additions will:

- Improve ADA accessibility compliance and user experience
- Support equitable park amenities across the system
- Enhance usability of shelters, playgrounds, and open spaces

**Estimated Cost:** \$3,000 – \$6,000 per table (installed)

#### **5. Kayak Rental Kiosks – Villa Grove & Garrisons Glen**

Installation of self-service kayak rental kiosks to expand recreational programming and generate revenue.

- 8-kayak rental unit at Villa Grove Park
- 8-kayak rental unit at Garrisons Glen Park

Benefits include:

- Expansion of passive recreation opportunities
- Self-service rental model reduces staff burden
- Revenue-sharing model provides return to the City
- Potential reinvestment into park impact fees or recreation improvements
- Encourages waterfront utilization and outdoor activity

**Estimated Cost:**

- \$35,000 per 8-kayak unit
- \$55,000 total for two units (combined deployment)

#### **Summary**

These recommended projects represent a balanced capital program focused on:

- Operational efficiency (keyless entry and kiosks)
- Infrastructure lifecycle replacement (playground)
- Accessibility improvements (ADA tables)
- Program expansion and revenue generation (kayak rentals)

- Technology modernization (WiFi integration)

**Fiscal Impact**

The estimated cost of each project is noted above. There is approximately \$280,000 available in the Parks capital account and \$76,000 available in the impact fee account (which is restricted for utilization).

**Recommendation**

Staff recommend advancing the following capital improvement priorities for implementation. These projects focus on improving operational efficiency, enhancing customer service, increasing safety and security, and reinvesting in aging park infrastructure.

Attachments:

None



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**Parks and Forestry**

**TO: Park and Open Space Board**  
**FROM: Justin Bodoh, Building and Grounds Superintendent**  
**DATE: April 22, 2026**  
**SUBJECT: Authorization of 2026 Capital Projects**

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### **Background**

Previous agenda items outlined staff recommendations for capital project prioritization. Once the prioritization is complete, staff is requesting Park and Open Space Board authorization to proceed with the two highest prioritized items:

1. WiFi and Keyless Entry Installation – Rotary Park (Rotary Pavilion and Reuter Pavilion)
2. WiFi and Keyless Entry Installation – River Barn Park Pavilion

A key operational trend reflected in the proposals is the continued shift toward automated facility access and self-service systems. The proposed keyless entry systems at Rotary Park and River Barn Park are intended to reduce repetitive staff travel for facility unlock/lock functions, improve accountability for facility usage, and enhance security through controlled access tracking. When paired with municipal WiFi at Rotary Park, these systems also support future smart-facility integration, enabling additional technology-based park management tools over time.

Additional capital projects will be considered at a future date.

### **Analysis**

It is anticipated that there could be cost efficiency in implementing the top two prioritized items concurrently.

#### **1. WiFi and Keyless Entry Installation – Rotary Park (Rotary Pavilion and Reuter Pavilion)**

Installation of municipal WiFi service and keyless entry systems at both Rotary Park pavilions will:

- Improve rental access management
- Reduce staff travel time required for lock/unlock operations
- Increase security and monitoring capability
- Support future smart-facility integration

- Improve customer service for pavilion users

## **2. WiFi and Keyless Entry Installation – River Barn Park Pavilion**

Installation of municipal WiFi service and keyless entry at the River Barn Park facility will:

- Improve rental access management
- Reduce staff travel time required for lock/unlock operations
- Increase security and monitoring capability
- Support future smart-facility integration
- Improve customer service for pavilion user
- Align operations with Rotary Park facility standards

### **Fiscal Impact**

Contract award and authorization is required. Anticipated costs include:

1. WiFi and Keyless Entry Installation – Rotary Park (Rotary Pavilion and Reuter Pavilion)  
\$50,000
2. WiFi and Keyless Entry Installation – River Barn Park Pavilion \$25,000

There is sufficient funding the Parks capital account for the projects.

### **Recommendation**

Staff recommend advancing the following capital improvement priorities for 2026 implementation. These projects focus on improving operational efficiency, enhancing customer service, increasing safety and security, and reinvesting in aging park infrastructure.

Attachments:

None

**Park and Open Space Board  
2026 Work Plan (April 22, 2026)**

<b>Month</b>	<b>Agenda Topics</b>
May	<ul style="list-style-type: none"> <li>• <i>Tentative:</i> Rotary All Inclusive Playground Lease Approval</li> <li>• <i>Tentative:</i> Community Sign Template Approval</li> <li>• <i>Tentative:</i> Mequon Commons Update</li> </ul>
June	<ul style="list-style-type: none"> <li>• <i>Tentative:</i> Budget Request</li> <li>• <i>Tentative:</i> POSB CAP Project Approvals / Public Works Committee / Council</li> <li>• <i>Tentative:</i> EAB Status Review</li> </ul>
September	<ul style="list-style-type: none"> <li>• <i>Tentative:</i> Budget Review</li> </ul>
November	<ul style="list-style-type: none"> <li>• <i>Tentative:</i> FY27 Capital Improvement Projects for Potential Selection</li> </ul>

**Future Agenda Topics**

- Community Sign Template Approval
- EAB status review
- Donation/Dedication “Manual”