



City of Waukesha

1900 Aviation Drive
Waukesha, WI 53188

Meeting Minutes - Final

Parks, Recreation and Forestry Board

Monday, March 18, 2024

5:30 PM

Council Chambers, City Hall

1. Call to Order

Present 5 - Jennifer Wallner, Eric Huemmer, John Schmitz, Steve Johnson, and Paul Wuteska

Absent 3 - Sarah Smith, Erica Yoss, and Jack Wells

2. Public Comment

No Action Required

3. Approval of Minutes

- A. [ID#24-9354](#) Minutes for the Parks, Recreation & Forestry Board meeting of February 19, 2024.

Attachments: [prmn240219 \(PRF Board Minutes for February 19, 2024\)-DRAFT](#)

A motion was made by Johnson, seconded by Huemmer, that the Minutes for the Parks, Recreation & Forestry Board meeting of February 19, 2024 be approved.
The motion carried by the following vote:

Aye: 5 - Jennifer Wallner, Eric Huemmer, John Schmitz, Steve Johnson and Paul Wuteska

Absent: 3 - Sarah Smith, Erica Yoss and Jack Wells

4. Discussion/Decision Items

- A. [ID#24-9355](#) Award Proposal: Playground Design & Equipment – Bethesda Park (2024 Approved CIP).

Attachments: [Playground Request - Bethesda Park 2024](#)

[Bethesda Park 2D Surfacing Map](#)

[Bethesda Park 3.12.24 - Quote1](#)

[Bethesda Park-02-Tabloid](#)

[Bethesda Park-03-Tabloid](#)

[Bethesda Park-04-Tabloid](#)

[Bethesda Park-05-Tabloid](#)

[Bethesda Park-07-Tabloid](#)

A motion was made by Wuteska, seconded by Wallner, that the proposal for the Playground Design & Equipment - Bethesda Park (2024 Approved CIP) from

Gerber Leisure Products, Inc. cost being \$165,967 be approved. The motion carried by the following vote:

Aye: 5 - Jennifer Wallner, Eric Huemmer, John Schmitz, Steve Johnson and Paul Wuteska

Absent: 3 - Sarah Smith, Erica Yoss and Jack Wells

- B.** [ID#24-0513](#) Review and act on (recommendation to Common Council) proposed contract with BrightView Landscapes, LLC, to provide City Hall & Annex Mowing, Trimming and Landscape Bed Maintenance services.

Attachments: [Common Council Cover Sheet - Maintenance Contract - BrightView 2024-2025](#)
[2024 Landscape Maintenance Contract -City Hall and Annex-BrightView LLC](#)
[Bid Proposal Summary - City Hall and Annex Landscape Maintenance 2024-2025](#)
[2024 City Hall and Annex Landscape Maintenance Bid](#)
[City of Waukesha Proposal. BrightView](#)

A motion was made by Huemmer, seconded by Johnson, that a recommendation for Common Council to approve the proposed contract with BrightView Landscapes, LLC, to provide City Hall & Annex Mowing, Trimming and Landscape Bed Maintenance services be approved. The motion carried by the following vote:

Aye: 5 - Jennifer Wallner, Eric Huemmer, John Schmitz, Steve Johnson and Paul Wuteska

Absent: 3 - Sarah Smith, Erica Yoss and Jack Wells

- C.** [ID#24-9358](#) Review and act on (recommendation to Common Council) proposed agreement with TruGreen Lawn Care to provide fertilization and weed control services on various City/park properties.

Attachments: [Common Council Cover Sheet - Maintenance Contract - Fertilizer and Weed Control 2024](#)
[2024 Service Maintenance Contract - Fertilizer Weed Control - Trugreen](#)
[Bid Proposal Summary - Fertilization & Weed Control 2024](#)
[2024 Fertilizer Weed Control Bid Package](#)
[2024 Fertilizer Weed Control Bid-Trugreen](#)

A motion was made by Wallner, seconded by Huemmer, that a recommendation for Common Council to approve the proposed agreement with TruGreen Lawn Care to provide fertilization and weed control services on various City/park properties be approved. The motion carried by the following vote:

Aye: 5 - Jennifer Wallner, Eric Huemmer, John Schmitz, Steve Johnson and Paul Wuteska

Absent: 3 - Sarah Smith, Erica Yoss and Jack Wells

- D.** [ID#24-9359](#) Review and act on proposed 2024 Summer Season Recreation Program Fees /Charges Schedule.

Attachments: [Pool Report 2023 & 2024 Pool Season](#)

A motion was made by Wallner, seconded by Wuteska, that the proposed 2024 Summer Season Recreation Program Fees /Charges Schedule be approved. The motion carried by the following vote:

Aye: 5 - Jennifer Wallner, Eric Huemmer, John Schmitz, Steve Johnson and Paul Wuteska

Absent: 3 - Sarah Smith, Erica Yoss and Jack Wells

- E.** [ID#24-9360](#) Review and act on proposed 2024 Pool Program, Season, and Fees/Charges Schedule.

Attachments: [Pool Fees and Charges Summer 2024](#)

A motion was made by Wuteska, seconded by Huemmer, that the proposed 2024 Pool Program, Season, and Fees/Charges Schedule be approved. The motion carried by the following vote:

Aye: 5 - Jennifer Wallner, Eric Huemmer, John Schmitz, Steve Johnson and Paul Wuteska

Absent: 3 - Sarah Smith, Erica Yoss and Jack Wells

- F.** [ID#24-9361](#) Review and act on proposed 2024 Recreation Seasonal Staff Wage Schedule.

Attachments: [2024 Seasonal Salary Schedule](#)

A motion was made by Schmitz, seconded by Johnson, that the proposed 2024 Recreation Seasonal Staff Wage Schedule be approved. The motion carried by the following vote:

Aye: 5 - Jennifer Wallner, Eric Huemmer, John Schmitz, Steve Johnson and Paul Wuteska

Absent: 3 - Sarah Smith, Erica Yoss and Jack Wells

- G.** [ID#24-0522](#) Review and act on (recommendation to Common Council) proposed 2024 Springs Park usage contract with the Waukesha YMCA.

Attachments: [Common Council Cover Sheet - YMCA Contract 2024](#)
[2024 YMCA-Springs Park Contract 2024](#)

A motion was made by Johnson, seconded by Huemmer, that a recommendation for Common Council to approve the proposed 2024 Springs Park usage contract with the Waukesha YMCA be approved. The motion carried by the following vote:

Aye: 5 - Jennifer Wallner, Eric Huemmer, John Schmitz, Steve Johnson and Paul Wuteska

Absent: 3 - Sarah Smith, Erica Yoss and Jack Wells

- H.** [ID#24-9363](#) Review and act on (recommendation to Common Council) proposed Recreation Services contract with The National Basketball Academy.

Attachments: [Common Council Cover Sheet - Recreation Service Contract - National Basketball Academy 2024](#)
[2024 Recreation Services Contract - The National Basketball Academy](#)

A motion was made by Wallner, seconded by Huemmer, that a recommendation for Common Council to approve the proposed Recreation Services contract with The National Basketball Academy be approved. The motion carried by the following vote:

Aye: 5 - Jennifer Wallner, Eric Huemmer, John Schmitz, Steve Johnson and Paul Wuteska

Absent: 3 - Sarah Smith, Erica Yoss and Jack Wells

- I. [ID#24-9364](#) Review and act on (recommendation to Common Council) proposed Recreation Services contract with Hooper Hands Basketball Academy.

Attachments: [Common Council Cover Sheet - Recreation Service Contract - Hooper Hands 2024](#)
[2024 Recreation Services Contract - Hoopers Hands](#)

A motion was made by Wallner, seconded by Johnson, that a recommendation for Common Council to approve the proposed Recreation Services contract with Hooper Hands Basketball Academy be approved. The motion carried by the following vote:

Aye: 5 - Jennifer Wallner, Eric Huemmer, John Schmitz, Steve Johnson and Paul Wuteska

Absent: 3 - Sarah Smith, Erica Yoss and Jack Wells

- J. [ID#24-9366](#) Review and act on (recommendation to Common Council) proposed Recreation Services contract with Springs Sports.

Attachments: [Common Council Cover Sheet - Recreation Service Contract - Spring Sports 2024](#)
[2024 Recreation Services Contract - Spring Sports](#)

A motion was made by Schmitz, seconded by Wuteska, that a recommendation for Common Council to approve the proposed Recreation Services contract with Springs Sports be approved. The motion carried by the following vote:

Aye: 5 - Jennifer Wallner, Eric Huemmer, John Schmitz, Steve Johnson and Paul Wuteska

Absent: 3 - Sarah Smith, Erica Yoss and Jack Wells

- K. [ID#24-9367](#) Review and act on (recommendation to Common Council) proposed contract with School and Sports Pics to provide Youth Sports Photography Services.

Attachments: [Common Council Cover Sheet - Youth Sports Photography Contract 2024](#)
[2024 Youth Sports Photography Contract](#)
[Bid Proposal Summary- Youth Sports Photography 2024](#)

A motion was made by Wallner, seconded by Huemmer, that a recommendation

for Common Council to approve the proposed contract with School and Sports Pics to provide Youth Sports Photography Services be approved. The motion carried by the following vote:

Aye: 5 - Jennifer Wallner, Eric Huemmer, John Schmitz, Steve Johnson and Paul Wuteska

Absent: 3 - Sarah Smith, Erica Yoss and Jack Wells

5. Board President Report

No Action Required

6. Director and Staff Report

No Action Required

7. Adjournment

Meeting adjourned at 6:49 pm.

" A majority of the Common Council members may be in attendance."

NOTICE: Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible or that materials at the meeting be in accessible format, please contact Ron Grall, Director of Parks, Recreation & Forestry, at least 48 hours prior to the meeting at 262-524-3737, FAX 262-524-3713, or Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request. Attend this meeting in person or watch live at <https://waukesha.legistar.com/calendar.aspx> (due to technical circumstances, the live stream may not always be available).