



City of Waukesha

1900 Aviation Drive
Waukesha, WI 53188

Meeting Minutes - Draft

Parks, Recreation and Forestry Board

Monday, July 26, 2021

5:00 PM

City Hall, Room 162

Parks, Recreation and Forestry
Board

Meeting Minutes - Draft

July 26, 2021

1. Call to Order

Present 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson, and Wells

Absent 1 - Riebel

2. Public Comment

No Action Required

3. Approval of Minutes

- A. [ID#21-2615](#) Approve the Minutes for the Parks, Recreation & Forestry Board meeting of May 17, 2021.

Attachments: [prmn210517 \(PRF Board Minutes for May 17, 2021\) DRAFT](#)

A motion was made by Alderman Johnson, seconded by Vehlow, that the minutes for the Parks, Recreation & Forestry Board meeting of May 17, 2021 be approved. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

- B. [ID#21-2616](#) Approve the Minutes for the Parks, Recreation and Forestry Board meeting of June 21, 2021.

Attachments: [prmn210621 \(PRF Board Minutes for June 21, 2021\) DRAFT](#)

A motion was made by Alderman Johnson, seconded by Vehlow, that the Minutes for the Parks, Recreation and Forestry Board meeting of June 21, 2021 be approved. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

4. Discussion/Decision Items

- A. [ID#21-2617](#) Review and act on proposed "Future 4 Waukesha" Four-Year-Old Kindergarten Program agreement with the School District of Waukesha.

Attachments: [Council Agenda Cover Sheet- Fox Tale Preschool](#)
[City of Waukesha Fox Tale Preschool 21-22 Agreement](#)

A motion was made by Vehlow, seconded by Alderman Johnson, that a recommendation for Common Council to approve the proposed "Future 4 Waukesha" Four-Year-Old Kindergarten Program agreement with the School District of Waukesha be approved. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

- C. [ID#21-2619](#) Award Bid: Aerial Bucket Truck - Approved 2021 CIP Fleet.

Attachments: [WPRF Board Packet - Trk #62 Replacement](#)

A motion was made by Alderman Wells, seconded by Huemmer, that the Aerial Bucket Truck - Approved 2021 CIP Fleet be purchased from Terex Utilities, Inc. in the amount of \$197,106 be approved. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

- D. [ID#21-2620](#) Review and act on proposed 2021 Fall Season Recreation Program Fees/Charges Schedule.

Attachments: [Fees and Charges Fall 2021](#)

A motion was made by Vehlow, seconded by Alderman Wells, that the proposed 2021 Fall Season Recreation Program Fees/Charges Schedule be approved. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

- B. [ID#21-2618](#) Award Bid: Playground equipment for Dopp Park - Approved 2021 CIP Project.

Attachments: [Dopp Park Renditions Final 2021](#)
[Dopp Park Playground Detail Packet & Quote](#)

A motion was made by Alderman Wells, seconded by Wallner, that Playground equipment for Dopp Park - Approved 2021 CIP Project from Gerber Leisure Products, Inc. for \$74,980 be approved. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

- E. [ID#21-2623](#) Review and act on grant of Easement to Everstream GLC Holding Company LLC for installation of fiber optic attachments within city property.

Attachments: [Council Cover Sheet - 2021 Everstream Pole Permission Private Property](#)

A motion was made by Schmitz, seconded by Huemmer, to recommend for Common Council to approve the permission request received from Everstream GLC Holding Company LLC to access an existing pole easement associated with Meadowview Park to install Fiber Optic to existing We Energies pole be approved. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

- F. [ID#21-2621](#) Review and act on proposed revisions to the Departmental Financial Assistance Program.

Attachments: [Financial Assistance Report 2020-2021](#)
[Financial Assistance Packet 2021-2022](#)

A motion was made by Alderman Wells, seconded by Wallner, that the proposed revisions to the Departmental Financial Assistance Program be approved. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

- G. [ID#21-2622](#) Review and act on Public Event Request received from the Waukesha Old Car Club to utilize Frame Park on August 8, 2021 for Car Show event.

Attachments: [Car Club Public Request 2021](#)

A motion was made by Huemmer, seconded by Alderman Wells, that the Public Event Request received from the Waukesha Old Car Club to utilize Frame Park on August 8, 2021 for Car Show event be approved. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

- H. [ID#21-2624](#) Review and act on proposed music licensing agreement with Global Music Rights, LLC.

Attachments: [Council Agenda Cover Sheet - Global Music Rights](#)
[City of Waukesha Wisconsin - GMR - 2021 Execution \(v1 7-2-21\) Agreement](#)

A motion was made by Alderman Johnson, seconded by Vehlow, that a recommendation for Common Council to approve the proposed music licensing agreement with Global Music Rights, LLC be approved. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

- I. [ID#21-2625](#) Review and act on proposed Recreation Services contract with Donna McKonly Coaching LLC.

Attachments: [Council Agenda Cover Sheet - Independent Contractors](#)
[Donna McKonly Coaching LLC Agreement](#)

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

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

- J. [ID#21-2626](#) Review and act on proposed Recreation Services contract with Ms. Beep

Ink LLC dba Queen Bee Tea and Treats.

Attachments: [Council Agenda Cover Sheet - Independent Contractors](#)
[Ms Beep Ink LLCC dba Queen Bee Tea and Treats Agreement](#)

A motion was made by Vehlow, seconded by Wallner, that a recommendation for Common Council to approve this proposed Recreation Services contract with Ms. Beep Ink LLC dba Queen Bee Tea and Treats be approved. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

- K. [ID#21-2627](#) Review and act on proposed sponsorship agreement with DICK's Sporting Goods.

Attachments: [Cover Sheet-Fall 2021 DICK's Sporting Goods Agreement](#)
[DICK's Sporting Goods-WPRF 2021 \(Fall\) Sponsorship Agreement](#)

A motion was made by Alderman Johnson, seconded by Alderman Wells, that a recommendation for Common Council to approve the proposed sponsorship agreement with DICK's Sporting Goods be approved. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

- L. [ID#21-2628](#) Review and act on proposed vendor agreement with BSA Explorers Post 178, to sell Oktoberfest promotional items such as t-shirts, koozies, pins at 2021 Oktoberfest event.

Attachments: [Council Agenda Cover Sheet-Oktoberfest 2021](#)
[2021 Explorers Post 178 Agreement](#)

A motion was made by Alderman Johnson, seconded by Alderman Wells, that a recommendation for Common Council to approve the proposed vendor agreement with BSA Explorers Post 178, to sell Oktoberfest promotional items such as t-shirts, koozies, pins at 2021 Oktoberfest event be approved. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

- M. [ID#21-2629](#) Review and act on proposed vendor agreement with dFATE LLC. d.b.a. Spitfires On State to sell non-competing food items at 2021 Oktoberfest event.

Attachments: [Council Agenda Cover Sheet-Oktoberfest 2021](#)
[2021 Spitfires on State Agreement](#)

A motion was made by Alderman Wells, seconded by Huemmer, that a recommendation for Common Council to approve the proposed vendor agreement with dFATE LLC. d.b.a. Spitfires On State to sell non-competing food items at 2021 Oktoberfest event be approved. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

- N.** [ID#21-2630](#) Review and act on proposed vendor agreement with Waukesha Citizens Police Academy Association, Inc. to sell non-competing food items at 2021 Oktoberfest event.

Attachments: [Council Agenda Cover Sheet-Oktoberfest 2021](#)
[2021 Waukesha Citizens Police Academy Association Agreement](#)

A motion was made by Schmitz, seconded by Vehlow, that a recommendation for Common Council to approve the proposed vendor agreement with Waukesha Citizens Police Academy Association, Inc. to sell non-competing food items at 2021 Oktoberfest event be approved. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

- O.** [ID#21-2631](#) Review and act on proposed vendor agreement with Mama Duckys Desserts to sell non-competing food items at 2021 Oktoberfest event.

Attachments: [Council Agenda Cover Sheet-Oktoberfest 2021](#)
[2021 Mama Ducky's Desserts Oktoberfest Agreement](#)

A motion was made by Huemmer, seconded by Wallner, that a recommendation for Common Council to approve the proposed vendor agreement with Mama Duckys Desserts to sell non-competing food items at 2021 Oktoberfest event be approved. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

- P.** [ID#21-2632](#) Review and act on proposed vendor agreement with Waukesha Sunrise Rotary Club Charitable Fund, Inc. to sell non-competing food and beverage items at 2021 Oktoberfest event.

Attachments: [Council Agenda Cover Sheet-Oktoberfest 2021](#)
[2021 Sunrise Rotary Oktoberfest Agreement](#)

A motion was made by Alderman Johnson, seconded by Alderman Wells, that a recommendation for Common Council to approve the proposed vendor agreement with Waukesha Sunrise Rotary Club Charitable Fund, Inc. to sell non-competing food and beverage items at 2021 Oktoberfest event be approved. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

- Q.** [ID#21-2633](#) Review and act on proposed vendor agreement with Bobalou Enterprises, LLC, Louis Maniscalco, to sell non-competing food items at 2021 Oktoberfest event.

Attachments: [Council Agenda Cover Sheet-Oktoberfest 2021](#)
[2021 Bobalou Enterprises Okto Agreement](#)

A motion was made by Alderman Wells, seconded by Vehlow, that a

recommendation for Common Council to approve the proposed vendor agreement with Bobalou Enterprises, LLC, Louis Maniscalco, to sell non-competing food items at 2021 Oktoberfest event be approved. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

- R. [ID#21-2634](#) Review and act on proposed agreement with Navistar, Inc. to allow the City and its invitees to use their parking lot for the 2021 Oktoberfest event.

Attachments: [Council Agenda Cover Sheet-Oktoberfest 2021](#)
[2021 Navistar Oktoberfest Agreement](#)

A motion was made by Alderman Wells, seconded by Huemmer, that a recommendation for Common Council to approve the proposed agreement with Navistar, Inc. to allow the City and its invitees to use their parking lot for the 2021 Oktoberfest event be approved. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

5. Adjournment

A motion was made by Eric Huemmer , seconded by Jennifer Wallner, that this meeting be adjourned. The motion carried by the following vote:

Aye: 6 - Schmitz, Wallner, Huemmer, Vehlow, Johnson and Wells

" 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.