



# City of Waukesha

1900 Aviation Drive  
Waukesha, WI 53188

## Meeting Minutes - Final

### Parks, Recreation and Forestry Board

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Monday, September 18, 2023

5:30 PM

Council Chambers, City Hall

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#### 1. Call to Order

**Present** 5 - Eric Huemmer, John Schmitz, Jack Wells, Steve Johnson, and Paul Wuteska

**Absent** 3 - Jennifer Wallner, Sarah Smith, and Erica Yoss

#### 2. Public Comment

*No Action Required*

#### 3. Approval of Minutes

- A. [ID#23-7690](#) Minutes for the Parks, Recreation and Forestry Board meeting of August 14, 2023.

**Attachments:** [prmn230814 \(PRF Board Minutes for August 14, 2023\) DRAFT](#)

**A motion was made by Huemmer, seconded by Schmitz, that the Minutes for the Parks, Recreation and Forestry Board meeting of August 14, 2023 be approved. The motion carried by the following vote:**

**Aye:** 5 - Eric Huemmer, John Schmitz, Jack Wells, Steve Johnson and Paul Wuteska

**Absent:** 3 - Jennifer Wallner, Sarah Smith and Erica Yoss

#### 4. Matter of Report

- A. [ID#23-7691](#) Presentation by Cobalt Community Research on Foundational Reports generated from the 2023 Fourth of July Parade event and the 2023 Fourth of July Fireworks event (held on July 3).

**Attachments:** [\(2023034\) Favorite Places - Waukesha WI 4th of July Parade](#)

[\(2023034\) Favorite Places - Waukesha WI Fireworks](#)

[\(2023034\) Waukesha WI 4th of July Parade](#)

[\(2023034\) Waukesha WI 2023 July 3 Fireworks Visitors compared with City Population](#)

[\(2023034\) Waukesha WI 2023 July 3 Fireworks](#)

[\(2023034\) Waukesha WI 2023 July 4 Parade Visitors compared with City Population](#)

*No Action Required*

5. Discussion/Decision Items

- A. [ID#23-7676](#) Review and act on (recommendation to Common Council) proposed vendor agreement with 18 Acres Hospitality, LLC to sell non-competing food/beverage items at 2023 Oktoberfest community event.

**Attachments:** [Common Council Cover Sheet - Oktoberfest 2023](#)  
[18 Acres Oktoberfest Agreement 23](#)

*Sara Smith arrived at 5:42 pm*

**A motion was made by Wells, seconded by Johnson, that a recommendation for Common Council to approve the proposed vendor agreement with 18 Acres Hospitality, LLC to sell non-competing food/beverage items at 2023 Oktoberfest community event be approved. The motion carried by the following vote:**

**Aye:** 6 - Eric Huemmer, Sarah Smith, John Schmitz, Jack Wells, Steve Johnson and Paul Wuteska

**Absent:** 2 - Jennifer Wallner and Erica Yoss

- B. [ID#23-7692](#) Review and act on (recommendation to Common Council) proposed 2024-2028 Executive Community Investment Program (CIP) Budget for the Parks, Recreation & Forestry Department.

**Attachments:** [2024-2028 Executive CIP Budget Book - PRF Dept](#)

**A motion was made by Wells, seconded by Johnson, that the Common Council approve an amendment to the proposed 2024-2028 Executive Community Investment Program (CIP) Budget for the Parks, Recreation & Forestry Department for an additional \$100,000 in 5572.68290 for Frame Park Lighting be approved. The motion carried by the following vote:**

**Aye:** 6 - Eric Huemmer, Sarah Smith, John Schmitz, Jack Wells, Steve Johnson and Paul Wuteska

**Absent:** 2 - Jennifer Wallner and Erica Yoss

**A motion was made by Wells, seconded by Wuteska, that a recommendation for Common Council to approve an amendment to the proposed 2024-2028 Executive Community Investment Program (CIP) Budget for the Parks, Recreation & Forestry Department to fund \$150,000 for an overall Saratoga Lake study to determine next steps regarding dredging or dam removal be approved. The motion carried by the following vote:**

**Aye:** 6 - Eric Huemmer, Sarah Smith, John Schmitz, Jack Wells, Steve Johnson and Paul Wuteska

**Absent:** 2 - Jennifer Wallner and Erica Yoss

**A motion was made by Johnson, seconded by Wells, that a recommendation for Common Council to approve proposed 2024-2028 Executive Community Investment Program (CIP) Budget for the Parks, Recreation & Forestry Department. this Discussion and Recommendation be approved with approved amendments. The motion carried by the following vote:**

**Aye:** 6 - Eric Huemmer, Sarah Smith, John Schmitz, Jack Wells, Steve Johnson and Paul Wuteska

**Absent:** 2 - Jennifer Wallner and Erica Yoss

6. Board President Report

*No Action Required*

7. Director and Staff Report

*No Action Required*

8. Adjournment

*The meeting adjourned at 7:22 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.