



City of Waukesha

1900 Aviation Drive
Waukesha, WI 53188

Meeting Minutes - Draft

Parks, Recreation and Forestry Board

Monday, October 21, 2019

6:00 PM Parks Recreation and Forestry

Administration and
Service Center

1. Call to Order

Present 5 - Merchle, Vehlow, Riebel, Thurston, and Johnson

Absent 3 - Schmitz, Volpano, and Wells

2. Public Comment

No Action Required

3. Approval of Minutes

- A. [ID#19-1401](#) Approve minutes of the Parks, Recreation and Forestry Board meeting of September 16, 2019.

Attachments: [prmn190916 \(Minutes of September 16, 2019\).pdf](#)

A motion was made by Merchle, seconded by Johnson, that the minutes of the Parks, Recreation and Forestry Board meeting of September 16, 2019 be approved. The motion carried by the following vote:

Aye: 5 - Merchle, Vehlow, Riebel, Thurston and Johnson

4. Discussion/Decision Items

- A. [ID#19-1402](#) Recommendation to the Common Council regarding the request received from the Landmarks Commission to list the Buchner Spring, located in Buchner Park, as a Local Landmark.

Attachments: [Buchner Spring Landmark Application Form.pdf](#)
[Buchner Spring Landmark Listing Summary Sheet.pdf](#)
[Buchner Spring Presentation.notebook](#)
[Buchner Spring Presentation.pdf](#)
[Buchner Spring Presentation.pptx](#)

A motion was made by Johnson, seconded by Vehlow, that a Recommendation to the Common Council regarding the request received from the Landmarks Commission to list the Buchner Spring, located in Buchner Park, as a Local Landmark be approved. The motion carried by the following vote:

Aye: 5 - Merchle, Vehlow, Riebel, Thurston and Johnson

- B. [ID#19-1403](#) Recommend to approve proposed purchase agreement with Daktronics, Inc. for the provision of an electronic message board system for Cutler Park.

Attachments: [Message Board-Attachment A.pdf](#)
[Message Board-Design Sketch.pdf](#)
[Message Board-Quote Agreement 10.16.19.pdf](#)

A motion was made by Merchle, seconded by Riebel, that the proposed purchase agreement with Daktronics, Inc. for the provision of an electronic message board system for Cutler Park be tabled until the November 18, 2019 Parks, Recreation & Forestry Board meeting. The motion carried by the following vote:

Aye: 5 - Merchle, Vehlow, Riebel, Thurston and Johnson

- C. [ID#19-1404](#) Recommendation to the Finance Committee to approve proposed 2020 Executive Operating Budget for the Parks, Recreation & Forestry Department.

Attachments: [2020 PRF EXECUTIVE OPERATING BUDGET.pdf](#)

A motion was made by Merchle, seconded by Vehlow, that a recommendation for the Finance Committee to approve the proposed 2020 Executive Operating Budget for the Parks, Recreation & Forestry Department be approved. The motion carried by the following vote:

Aye: 5 - Merchle, Vehlow, Riebel, Thurston and Johnson

5. Board President Report

No Action Required

6. Director and Staff Report

No Action Required

7. Adjournment

A motion was made by Wayne Merchle, seconded by Mike Thurston, that this meeting be adjourned. The motion carried by the following vote:

Aye: 5 - Merchle, Vehlow, Riebel, Thurston and Johnson

" 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.