



# City of Waukesha

1900 Aviation Drive  
Waukesha, WI 53188

## Meeting Minutes - Final

### Parks, Recreation and Forestry Board

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Monday, March 15, 2021

6:00 PM

Virtual

Public can view the meeting live online:

[https://waukesha-wi.zoom.us/webinar/register/WN\\_QjHecOtsT](https://waukesha-wi.zoom.us/webinar/register/WN_QjHecOtsT)

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or by calling:

888 788 0099 (Toll Free)

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Passcode: 048878

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#### 1. Call to Order

**Present** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner, and Thurston

**Absent** 1 - Johnson

#### 2. Public Comment

*No Action Required*

#### 3. Approval of Minutes

- A. [ID#21-1928](#) Approve the Minutes of Parks, Recreation & Forestry Board meeting of February 15, 2021.

**Attachments:** [prmn210215 PRFB Minutes of Marcdh 15, 2021 DRAFT](#)

A motion was made by Vehlow, seconded by Riebel, that the Minutes of Parks, Recreation & Forestry Board meeting of February 15, 2021 be approved. The motion carried by the following vote:

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

#### 4. Discussion/Decision Items

- A. [ID#21-1929](#) Review and act on proposed discontinuation of coordination/conducting of the Carl Zach Cycling Classic by the Parks, Recreation & Forestry Department (2/15/21 PRFB).

**Attachments:** [Waukesha Race Agreement 2021 PROPOSED](#)

A motion was made by Vehlow, seconded by Thurston, that the proposed discontinuation of coordination/conducting of the Carl Zach Cycling Classic by the Parks, Recreation & Forestry Department (2/15/21 PRFB) be approved. The motion carried by the following vote:

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

- B.** [ID#21-1930](#) Review and act on proposed relocation and reconstruction of a basketball court facility at Priedeman Park.

**Attachments:** [Priedeman basketball layout 1 to 10 scale 2.26.2021](#)  
[Priedeman basketball layout 1 to 40 scale 2.26.2021](#)  
[Petition for Courts](#)  
[Petition to Remove Courts](#)  
[Remove Court Petition Map](#)

**A motion was made by Schmitz, seconded by Vehlow, that the proposed relocation and reconstruction of a basketball court facility at Priedeman Park be approved. The motion carried by the following vote:**

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

- C.** [ID#21-1931](#) Review and act on proposed 2021 Pool Program, Season and Fees/Charges.

**Attachments:** [2019 Pool Report.2021 Season](#)

**A motion was made by Vehlow, seconded by Thurston, that the proposed 2021 Pool Program Season be approved. The motion carried by the following vote:**

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

- D.** [ID#21-1932](#) Review and act on proposed 2021 Summer Season Recreation Program Fees/Charges Schedule.

**Attachments:** [Recreation Summer Fees and Charges 2021](#)

**A motion was made by Schmitz, seconded by Riebel, that the proposed 2021 Summer Season Recreation Program & Pool Program Season Fees/Charges Schedule be approved. The motion carried by the following vote:**

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

- E.** [ID#21-1933](#) Review and act on proposed revisions to Athletic Facilities Policies & Procedures (Handbook).

**Attachments:** [Athletic Facility Handbook 2021](#)  
[Turf Rules](#)

A motion was made by Schmitz, seconded by Wallner, that the proposed revisions to Athletic Facilities Policies & Procedures (Handbook) be approved. The motion carried by the following vote:

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

- F. [ID#21-1934](#) Review and act on proposed Recreation Services contract with Christina P. Hampe (Aqua Zumba).

**Attachments:** [Cover Sheet Recreation Services Contract](#)  
[Christina P. Hampe](#)

A motion was made by Thurston, seconded by Riebel, that the proposed Recreation Services contract with Christina P. Hampe (Aqua Zumba) be approved. The motion carried by the following vote:

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

- G. [ID#21-1935](#) Review and act on proposed Recreation Services contract with Julie Toman (Adult Enrichment).

**Attachments:** [Cover Sheet Recreation Services Contract](#)  
[Julie Toman](#)

A motion was made by Thurston, seconded by Vehlow, that the proposed Recreation Services contract with Julie Toman (Adult Enrichment) be approved. The motion carried by the following vote:

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

- H. [ID#21-1936](#) Review and act on proposed Recreation Services contract with Sandy Kellar (Dance).

**Attachments:** [Cover Sheet Recreation Services Contract](#)  
[Sandy Kellar](#)

A motion was made by Thurston, seconded by Vehlow, that the proposed Recreation Services contract with Sandy Kellar (Dance) be approved. The motion carried by the following vote:

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

- I. [ID#21-1937](#) Review and act on proposed Recreation Services contract with Dave Galewski (Tae Kwon Do).

**Attachments:** [Cover Sheet Recreation Services Contract](#)

[Dave Galewski](#)

A motion was made by Thurston, seconded by Schmitz, that the proposed Recreation Services contract with Dave Galewski (Tae Kwon Do) be approved. The motion carried by the following vote:

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

- J. [ID#21-1938](#) Review and act on proposed Recreation Services contract with Treetop Explorer, LLC.

**Attachments:** [Cover Sheet Recreation Services Contract](#)

[Treetop Explorer, LLC](#)

A motion was made by Thurston, seconded by Vehlow, that the proposed Recreation Services contract with Treetop Explorer, LLC be approved. The motion carried by the following vote:

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

- K. [ID#21-1939](#) Review and act on proposed Recreation Services contract with Zane Navratil Pickleball LLC.

**Attachments:** [Cover Sheet Recreation Services Contract](#)

[Zane Navratil Pickleball, LLC](#)

A motion was made by Thurston, seconded by Riebel, that the proposed Recreation Services contract with Zane Navratil Pickleball LLC be approved. The motion carried by the following vote:

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

- L. [ID#21-1940](#) Review and act on proposed Recreation Seasonal Staff Wage Schedule.

**Attachments:** [2021 Recreational Seasonal Salary Schedule](#)

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

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

- M. [ID#21-1941](#) Award bid: 2021 Youth Sports Photography Services.

**Attachments:** [Youth Sports Photography Bidder List 2021](#)

A motion was made by Schmitz, seconded by Vehlow, that the 2021 Youth Sports Photography Services bid be awarded to School & Sports Pics, LLC for a \$3,250/year payment be approved. The motion carried by the following vote:

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

**N.** [ID#21-1942](#) Award bid: 2021 Independence Day Fireworks Show.

**Attachments:** [2021 Fireworks Bidder List](#)

A motion was made by Thurston, seconded by Riebel, that the bid for the 2021 Independence Day Fireworks Show be awarded to Speilbauer Fireworks for \$7,000 be approved. The motion carried by the following vote:

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

**O.** [ID#21-1943](#) Award bid: 2021 Street/Highway Median Island Mowing and Trimming Services

**Attachments:** [Street Median Mowing Bidder List](#)

A motion was made by Schmitz, seconded by Wallner, that the 2021 Street/Highway Median Island Mowing and Trimming Services be awarded to The Happy Mower, LLC for \$81,960 and \$77,500 for 2022 be approved. The motion carried by the following vote:

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

**P.** [ID#21-1944](#) Award bid: Small Dump Truck (2-3 yard) – Approved 2021 CIP Fleet Item.

**Attachments:** [2022 Ford F750 Chipper Truck Memo](#)

[#14 Small Dump Details](#)

[Chip Box Specs 2022](#)

A motion was made by Thurston, seconded by Vehlow, that the Small Dump Chipper Truck (2-3 yard) - Approved 2021 CIP Fleet Item from Arbortech in the amount of \$91,322.63 be approved. The motion carried by the following vote:

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

**Q.** [ID#21-1945](#) Award bid: Smithco Ball Diamond Groomer – Approved 2021 CIP Fleet Item.

**Attachments:** [2021 Smithco Ball Diamond Groomer](#)

A motion was made by Schmitz, seconded by Thurston, that the Smithco Ball

**Diamond Groomer - Approved 2021 CIP Feet Item be awarded to Burris Equipment for \$20,238 be approved. The motion carried by the following vote:**

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

- R. [ID#21-1946](#) Review and act on proposed contract with School and Sport Pics to provide Youth Sports Photography Services.

**Attachments:** [Council Agenda Cover Sheet- Youth Sports Photography 2021](#)  
[2021 Youth Photo Contract-School and Sport Pics](#)

**A motion was made by Thurston, seconded by Schmitz, that a recommendation for the Common Council to approve the proposed contract with School and Sport Pics to provide Youth Sports Photography Services be approved. The motion carried by the following vote:**

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

- S. [ID#21-1947](#) Review and act on proposed contract with Spielbauer Fireworks Co., Inc., to provide 2021 Independence Day Fireworks Show.

**Attachments:** [Cover Sheet-2021 Fireworks Vendor](#)  
[Fireworks Contract 2021](#)

**A motion was made by Thurston, seconded by Wallner, that a recommendation for Common Council to approve the proposed contract with Spielbauer Fireworks Co., Inc., to provide 2021 Independence Day Fireworks Show be approved. The motion carried by the following vote:**

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

- T. [ID#21-1948](#) Review and act on proposed contract with The Happy Mower LLC to provide 2021 Street/Highway Median Island Mowing and Trimming Services.

**Attachments:** [Council Agenda Cover Sheet - Street Median Mowing 2021](#)  
[Street Median Mowing - Happy Mower LLC Contract 2021](#)

**A motion was made by Thurston, seconded by Riebel, that a recommendation for Common Council to approve the proposed contract with The Happy Mower LLC to provide 2021 Street/Highway Median Island Mowing and Trimming Services be approved. The motion carried by the following vote:**

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - Johnson

## 5. Board President Report

*No Action Required*

6. Director and Staff Report

*No Action Required*

7. Adjournment

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

**Aye:** 6 - Vehlow, Schmitz, Wells, Riebel, Wallner and Thurston

**Absent:** 1 - 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.