



City of Waukesha

1900 Aviation Drive
Waukesha, WI 53188

Meeting Minutes - Final

Parks, Recreation and Forestry Board

Monday, March 21, 2022

5:30 PM

Council Chambers, City Hall

1. Call to Order

Present 7 - Joan Vehlow, John Schmitz, Amy Riebel, Jennifer Wallner, Eric Huemmer, Steve Johnson, and Jack Wells

Absent 1 - Sarah Smith

2. Public Comment

No Action Required

3. Approval of Minutes

- A. [ID#22-3818](#) Minutes for the Parks, Recreation & Forestry Board Meeting of February 28, 2022.

Attachments: [prmn220228 \(PRF Board Minutes for February 28, 2022\) DRAFT](#)

A motion was made by Vehlow, seconded by Wallner, that the Minutes for the Parks, Recreation & Forestry Board Meeting of February 28, 2022 be approved. The motion carried by the following vote:

Aye: 7 - Joan Vehlow, John Schmitz, Amy Riebel, Jennifer Wallner, Eric Huemmer, Steve Johnson and Jack Wells

Absent: 1 - Sarah Smith

4. Matter of Report

- A. [ID#22-3819](#) New City of Waukesha Email Policy (B-21).

Attachments: [2022 Board E Mail Policy](#)

No Action Required

5. Discussion/Decision Items

- A. [ID#22-3820](#) Review and act on (recommendation to Common Council) proposed Memorandum of Understanding by and among Waukesha County, City of Waukesha and WE Energies, regarding the proposed new off road trail connection to the County New Berlin Trail.

Attachments: [Council Cover Sheet - 2022 MOU Waukesha County We Energies New Berlin Connection](#)
[2022 MOU Waukesha County We Energies New Berlin Connection](#)

A motion was made by Alderman Wells, seconded by Huemmer, that a recommendation for Common Council to approve the proposed Memorandum of Understanding by and among Waukesha County, City of Waukesha and WE Energies, regarding the proposed new off road trail connection to the County New Berlin Trail be approved. The motion carried by the following vote:

Aye: 7 - Joan Vehlow, John Schmitz, Amy Riebel, Jennifer Wallner, Eric Huemmer, Steve Johnson and Jack Wells

Absent: 1 - Sarah Smith

- B.** [ID#22-3821](#) Review and act on (recommendation to Common Council) proposed resolution authorizing application for Wisconsin Department of Transportation - Transportation Alternatives Program (TAP) Grant.

Attachments: [Council Cover Sheet - 2022 Resolution DOT TAP Grant Application Authorization](#)
[2022 Resolution - DOT TAP Grant Application Authorization](#)

A motion was made by Schmitz, seconded by Wallner, that a recommendation for Common Council to approve the resolution authorizing application for Wisconsin Department of Transportation - Transportation Alternatives Program (TAP) Grant as proposed be approved. The motion carried by the following vote:

Aye: 7 - Joan Vehlow, John Schmitz, Amy Riebel, Jennifer Wallner, Eric Huemmer, Steve Johnson and Jack Wells

Absent: 1 - Sarah Smith

- C.** [ID#22-3822](#) Review and act (recommendation to Common Council) on proposed agreement with The Sigma Group, Inc. for development of preliminary site plan and cost estimates associated with the proposed Riverwalk Plaza project (adjacent to the General Capital residential development project).

Attachments: [Council Cover Sheet - Prelim Site Plan Cost Estimates - Riverwalk Plaza](#)
[Concept Plan Design Services-Riverwalk Plaza](#)

A motion was made by Alderman Wells, seconded by Alderman Johnson, that a recommendation for Common Council to approve the proposed agreement with The Sigma Group, Inc. for development of preliminary site plan and cost estimates associated with the proposed Riverwalk Plaza project (adjacent to the General Capital residential development project) be approved. The motion carried by the following vote:

Aye: 7 - Joan Vehlow, John Schmitz, Amy Riebel, Jennifer Wallner, Eric Huemmer, Steve Johnson and Jack Wells

Absent: 1 - Sarah Smith

- D.** [ID#22-3823](#) Review and act on proposed 2022 Pool Program, Season and

Fees/Charges.

Attachments: [2021 Pool Season Report](#)

A motion was made by Wallner, seconded by Riebel, that the proposed 2022 Pool Program, Season and Fees/Charges be approved. The motion carried by the following vote:

Aye: 7 - Joan Vehlow, John Schmitz, Amy Riebel, Jennifer Wallner, Eric Huemmer, Steve Johnson and Jack Wells

Absent: 1 - Sarah Smith

- E. [ID#22-3824](#) Review and act on proposed 2022 Summer Season Recreation Program Fees/Charges Schedule.

Attachments: [2022 Summer Fees and Charges](#)

A motion was made by Huemmer, seconded by Riebel, that the proposed 2022 Summer Season Recreation Program Fees/Charges Schedule be approved. The motion carried by the following vote:

Aye: 7 - Joan Vehlow, John Schmitz, Amy Riebel, Jennifer Wallner, Eric Huemmer, Steve Johnson and Jack Wells

Absent: 1 - Sarah Smith

- F. [ID#22-3825](#) Review and act on setting a special meeting date of the Parks, Recreation & Forestry Board.

A motion was made by Schmitz, seconded by Wallner, that setting a special meeting date of the Parks, Recreation & Forestry Board be approved. The motion carried by the following vote:

Aye: 7 - Joan Vehlow, John Schmitz, Amy Riebel, Jennifer Wallner, Eric Huemmer, Steve Johnson and Jack Wells

Absent: 1 - Sarah Smith

6. Board President Report

No Action Required

7. Director and Staff Report

No Action Required

8. Adjournment

A motion was made by John Schmitz that this meeting be adjourned. The motion carried by the following vote:

Aye: 7 - Joan Vehlow, John Schmitz, Amy Riebel, Jennifer Wallner, Eric Huemmer, Steve Johnson and Jack Wells

Absent: 1 - Sarah Smith

" 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.