



City of Waukesha

1900 Aviation Drive
Waukesha, WI 53188

Meeting Minutes - Draft

Parks, Recreation and Forestry Board

Monday, May 17, 2021

6:00 PM

Virtual

Public can view the meeting live online:
[https://waukesha-wi.zoom.us/j/96362231372?](https://waukesha-wi.zoom.us/j/96362231372?pwd=cm5zQnNhZlNzQUJXRWNvNTBDSm9CUT09)
[pwd=cm5zQnNhZlNzQUJXRWNvNTBDSm9CUT09](https://waukesha-wi.zoom.us/j/96362231372?pwd=cm5zQnNhZlNzQUJXRWNvNTBDSm9CUT09)

or by calling:
888 788 0099 (Toll Free)
Webinar ID: 963 6223 1372
Passcode: 575561

1. Call to Order

Present 5 - Vehlow, Schmitz, Riebel, Wallner, and Johnson

Absent 2 - Huemmer, and Wells

2. Public Comment

3. Annual Election of Parks, Recreation & Forestry (PRF) Board Officers

A. Election of PRF Board President.

1. [ID#21-2286](#) Open Nominations for PRF Board President

A motion was made by Vehlow, seconded by Alderman Johnson, that the Nominations for PRF Board President be opened. The motion carried by the following vote:

Aye: 5 - Vehlow, Schmitz, Riebel, Wallner and Johnson

2. [ID#21-2287](#) Nominations for PRF Board President

John Schmitz was nominated for PRF Board President.

3. [ID#21-2288](#) Close Nominations for PRF Board President

A motion was made by Vehlow, seconded by Alderman Johnson, that the Nominations for PRF Board President be closed. The motion carried by the following vote:

Aye: 5 - Vehlow, Schmitz, Riebel, Wallner and Johnson

4. [ID#21-2289](#) Vote for PRF Board President

John Schmitz was elected PRF Board President.

Aye: 5 - Vehlow, Schmitz, Riebel, Wallner and Johnson

B. Election of PRF Board Vice President.

1. [ID#21-2290](#) Open Nominations for PRF Board Vice President
A motion was made by Alderman Johnson, seconded by Vehlow, that the Nominations for PRF Board Vice President be opened. The motion carried by the following vote:
Aye: 5 - Vehlow, Schmitz, Riebel, Wallner and Johnson
2. [ID#21-2291](#) Nominations for PRF Board Vice President
Jennifer Wallner was nominated for PRF Board Vice President.
3. [ID#21-2292](#) Close Nominations for PRF Board Vice President
A motion was made by Alderman Johnson, seconded by Vehlow, that the Nominations for PRF Board Vice President be closed. The motion carried by the following vote:
Aye: 5 - Vehlow, Schmitz, Riebel, Wallner and Johnson
4. [ID#21-2293](#) Vote for PRF Board Vice President
Jennifer Wallner was elected PRF Board Vice President.
Aye: 5 - Vehlow, Schmitz, Riebel, Wallner and Johnson

C. Election of PRF Board Secretary.

1. [ID#21-2294](#) Open Nominations for PRF Board Secretary
A motion was made by Alderman Johnson, seconded by Vehlow, that the Nominations for PRF Board Secretary be approved. The motion carried by the following vote:
Aye: 5 - Vehlow, Schmitz, Riebel, Wallner and Johnson
2. [ID#21-2295](#) Nominations for PRF Board Secretary
Eric Huemmer was nominated for PRF Board Secretary. He was not present so action dependent upon his acceptance.
3. [ID#21-2296](#) Close Nominations for PRF Board Secretary
A motion was made by Alderman Johnson, seconded by Vehlow, that the Nominations for PRF Board Secretary be closed. The motion carried by the following vote:
Aye: 5 - Vehlow, Schmitz, Riebel, Wallner and Johnson
4. [ID#21-2297](#) Vote for PRF Board Secretary

Eric Huemmer was nominated and elected as PRF Board Secretary contingent upon his acceptance. Update: Eric accepted the nomination and vote and is confirmed as PRF Board Secretary.

Aye: 5 - Vehlow, Schmitz, Riebel, Wallner and Johnson

4. Discussion/Decision Items

- A. [ID#21-2298](#) Award Bid: Playground equipment – Oaks Park (Approved CIP Project).

Attachments: [Oaks Playground 142-139037-2 2Ds](#)
[Oaks Playground 142-139037-2 3D](#)
[Oaks Playground 142-139037-2 Independent Views](#)

A motion was made by Alderman Johnson, seconded by Wallner, that the Bid for Playground equipment - Oaks Park (Approved CIP Project) be awarded to Lee Recreation, LLC be approved. The motion carried by the following vote:

Aye: 5 - Vehlow, Schmitz, Riebel, Wallner and Johnson

- B. [ID#21-2299](#) Review and act on proposed special event/mass gatherings COVID-19 Precautionary Guideline updates.

Attachments: [Summer 2021 Special Event COVID Measures - Update 5.17.21](#)

A motion was made by Alderman Johnson, seconded by Vehlow, that the proposed special event/mass gatherings COVID-19 Precautionary Guideline updates be approved. The motion carried by the following vote:

Aye: 5 - Vehlow, Schmitz, Riebel, Wallner and Johnson

- C. [ID#21-2300](#) Review and act on proposed resumption of all senior programming and senior trips beginning July 5, 2021.

Attachments: [Senior Activities](#)

A motion was made by Vehlow, seconded by Riebel, that the proposed resumption of all senior programming and senior trips beginning July 5, 2021 be approved. The motion carried by the following vote:

Aye: 5 - Vehlow, Schmitz, Riebel, Wallner and Johnson

- D. [ID#21-2301](#) Review and act on proposed free admittance to the Buchner Park Community Pool & Building on Saturday, June 12 for the 125th City of Waukesha Celebration and Grand opening.

A motion was made by Alderman Johnson, seconded by Schmitz, that the proposed free admittance to the Buchner Park Community Pool & Building on Saturday, June 12 for the 125th City of Waukesha Celebration and Grand opening be approved. The motion carried by the following vote:

Aye: 5 - Vehlow, Schmitz, Riebel, Wallner and Johnson

- E. [ID#21-2302](#) Review and act on proposed contract with Mob Craft Beer Inc. to provide beverage services at Cutler Park for the Grown-Up Movie in the Park event, August 19, 2021.

Attachments: [Council Agenda Cover Sheet-Mob Craft Beer Inc Grown Up Movie2021](#)
[Parks-Beverage Service Contract-Mobcraft](#)

A motion was made by Alderman Johnson, seconded by Wallner, that the proposed contract with Mob Craft Beer Inc. to provide beverage services at Cutler Park for the Grown-Up Movie in the Park event, August 19, 2021 be approved. The motion carried by the following vote:

Aye: 5 - Vehlow, Schmitz, Riebel, Wallner and Johnson

- F. [ID#21-2303](#) Review and act on proposed 2021 crop lease agreement associated with the Cardinal Ridge Park site.

Attachments: [COVER SHEET-Crop Land Lease 2021](#)
[CROP LAND LEASE-Cardinal Ridge 2021](#)
[CROP LEASE-Exhibit A](#)

A motion was made by Wallner, seconded by Riebel, that the proposed 2021 crop lease agreement associated with the Cardinal Ridge Park site be approved. The motion carried by the following vote:

Aye: 5 - Vehlow, Schmitz, Riebel, Wallner and Johnson

- G. [ID#21-2304](#) Review and act on proposed easement with BridgeWalk Apartments LLC to relocate and reconstruct (including lighting) a portion of the Downtown Riverwalk trail to be on private property for public use.

Attachments: [Council Cover Sheet - 2021 BridgeWalk Apartments Riverwalk Trail Easement](#)
[BridgeWalk Mandel - Waukesha-Trail Easement](#)
[BridgeWalk Mandel - Waukesha-Trail Easement Exhibit B](#)

A motion was made by Vehlow, seconded by Wallner, that the proposed easement with BridgeWalk Apartments LLC to relocate and reconstruct (including lighting) a portion of the Downtown Riverwalk trail to be on private property for public use be approved. The motion carried by the following vote:

Aye: 5 - Vehlow, Schmitz, Riebel, Wallner and Johnson

5. Matter of Report

- A. [ID#21-2305](#) Project update regarding plans for the new street ingress and egress access to the Woodfield Park South parking lot.

No Action Required

6. Board President Report

No Action Required

7. Director and Staff Report

No Action Required

8. Adjournment

Eric H. voted yes.

A motion was made by Alderman Steve Johnson, seconded by Joan Vehlow, that this meeting be adjourned. The motion carried by the following vote:

Aye: 5 - Vehlow, Schmitz, Riebel, Wallner 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.