



# City of Waukesha

1900 Aviation Drive  
Waukesha, WI 53188

## Meeting Minutes - Final

### Parks, Recreation and Forestry Board

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Monday, April 18, 2022

5:30 PM

Council Chambers, City Hall

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#### 1. Call to Order

**Present** 7 - Joan Vehlow, John Schmitz, Jennifer Wallner, Eric Huemmer, Steve Johnson, Jack Wells, and Sarah Smith

**Absent** 1 - Amy Riebel

#### 2. Public Comment

*No Action Required*

#### 3. Approval of Minutes

- A. [ID#22-4029](#) Minutes for the Parks, Recreation & Forestry Board Meeting of March 21, 2022.

**Attachments:** [prmn220321 \(PRF Board Minutes for March 21, 2022\) DRAFT](#)

**A motion was made by Ald. Johnson, seconded by Vehlow, that the Minutes for the Parks, Recreation & Forestry Board Meeting of March 21, 2022 be approved. The motion carried by the following vote:**

**Aye:** 7 - Joan Vehlow, John Schmitz, Jennifer Wallner, Eric Huemmer, Steve Johnson, Jack Wells and Sarah Smith

**Absent:** 1 - Amy Riebel

- B. [ID#22-4030](#) Minutes for the Parks, Recreation & Forestry Board Meeting of March 28, 2022.

**Attachments:** [prmn220328 \(PRF Board Minutes for March 28, 2022\) DRAFT](#)

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

**Aye:** 7 - Joan Vehlow, John Schmitz, Jennifer Wallner, Eric Huemmer, Steve Johnson, Jack Wells and Sarah Smith

**Absent:** 1 - Amy Riebel

#### 4. Discussion/Decision Items

- A. [ID#22-4031](#) Review and act on proposal received from Mr. Matt Drvaric and Mr. Sean Cullen, in partnership with the Waukesha County Community Foundation, to

fund and make significant improvements to the William R. Oliver Youth Sports Complex with site renaming to Sparks Complex at William R. Oliver Park.

**Attachments:** [Sparks Complex Proposal 4-14-22](#)  
[Sparks Complex-Concept Renderings 4-14-22](#)  
[New Park Entrance Sign-Concept Draft 4-18-22](#)  
[Park Naming Policy](#)

A motion was made by Schmitz, seconded by Huemmer, that the proposal received from Mr. Matt Drvaric and Mr. Sean Cullen, in partnership with the Waukesha County Community Foundation, to fund and make significant improvements to the William R. Oliver Youth Sports Complex with site renaming to Sparks Complex at William R. Oliver Jr. Park be approved. The motion carried by the following vote:

**Aye:** 7 - Joan Vehlow, John Schmitz, Jennifer Wallner, Eric Huemmer, Steve Johnson, Jack Wells and Sarah Smith

**Absent:** 1 - Amy Riebel

- B.** [ID#22-4032](#) Recommendation to Common Council to approve proposed contract between City of Waukesha Parks, Recreation & Forestry Department and School District of Waukesha regarding Cool School Before and Afterschool Programming (2022-2023 School Year).

**Attachments:** [School District of Waukesha Packet 2022-2023](#)

A motion was made by Schmitz, seconded by Vehlow, that a recommendation for Common Council to approve the proposed contract between City of Waukesha Parks, Recreation & Forestry Department and School District of Waukesha regarding Cool School Before and Afterschool Programming (2022-2023 School Year) be approved. The motion carried by the following vote:

**Aye:** 7 - Joan Vehlow, John Schmitz, Jennifer Wallner, Eric Huemmer, Steve Johnson, Jack Wells and Sarah Smith

**Absent:** 1 - Amy Riebel

- C.** [ID#22-4033](#) Recommendation to Common Council to approve proposed contract with Raised Grain Brewing Company, LLC to provide beverage services at Cutler Park for the 2022 Tribute Tuesday concert series and at Lowell Park for the July Fourth Neighborhood Beer Garden.

**Attachments:** [Raised Grain Service Packet 2022](#)

A motion was made by Ald. Johnson, seconded by Ald. Wells, that a recommendation for Common Council to approve the proposed contract with Raised Grain Brewing Company, LLC to provide beverage services at Cutler Park for the 2022 Tribute Tuesday concert series and at Lowell Park for the July Fourth Neighborhood Beer Garden be approved. The motion carried by the following vote:

**Aye:** 7 - Joan Vehlow, John Schmitz, Jennifer Wallner, Eric Huemmer, Steve Johnson, Jack Wells and Sarah Smith

**Absent:** 1 - Amy Riebel

- D. [ID#22-4034](#) Recommendation to Common Council to approve proposed contract with In The Park, LLC to provide Boat/Bike rental and concession services at Frame Park.

**Attachments:** [Frame Park Boats, Bikes, Concessions Packet 2022](#)

**A motion was made by Wallner, seconded by Huemmer, that a recommendation for Common Council to approve the proposed contract with In The Park, LLC to provide Boat/Bike rental and concession services at Frame Park be approved. The motion carried by the following vote:**

**Aye:** 7 - Joan Vehlow, John Schmitz, Jennifer Wallner, Eric Huemmer, Steve Johnson, Jack Wells and Sarah Smith

**Absent:** 1 - Amy Riebel

- E. [ID#22-4035](#) Review and act on Parks, Recreation & Forestry Staff request to approve variance of posted Park Hours to enable Frame Park to be open until 11:00 p.m. for the dates of September 23 & 24, 2022 to accommodate Oktoberfest community event.

**A motion was made by Ald. Wells, seconded by Vehlow, that the proposed Parks, Recreation & Forestry Staff request to approve variance of posted Park Hours to enable Frame Park to be open until 11:00 p.m. for the dates of September 23 & 24, 2022 to accommodate Oktoberfest community event be approved. The motion carried by the following vote:**

**Aye:** 7 - Joan Vehlow, John Schmitz, Jennifer Wallner, Eric Huemmer, Steve Johnson, Jack Wells and Sarah Smith

**Absent:** 1 - Amy Riebel

- F. [ID#22-4036](#) Review and act on Parks, Recreation & Forestry Staff request to approve variance of posted Park Hours to enable Lowell Park to be open until 11:00 p.m. on July 4, 2022 to accommodate Fourth of July Fireworks community event.

**A motion was made by Vehlow, seconded by Wallner, that the proposed Parks, Recreation & Forestry Staff request to approve variance of posted Park Hours to enable Lowell Park to be open until 11:00 p.m. on July 4, 2022 to accommodate Fourth of July Fireworks community event be approved. The motion carried by the following vote:**

**Aye:** 7 - Joan Vehlow, John Schmitz, Jennifer Wallner, Eric Huemmer, Steve Johnson, Jack Wells and Sarah Smith

**Absent:** 1 - Amy Riebel

## 5. Board President Report

*No Action Required*

6. Director and Staff Report

*No Action Required*

7. Adjournment

**A motion was made by John Schmitz, seconded by Jennifer Wallner, that this meeting be adjourned. The motion carried by the following vote:**

**Aye:** 7 - Joan Vehlow, John Schmitz, Jennifer Wallner, Eric Huemmer, Steve Johnson, Jack Wells and Sarah Smith

**Absent:** 1 - Amy Riebel

" 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.