



City of Waukesha

1900 Aviation Drive
Waukesha, WI 53188

Meeting Minutes - Draft

Parks, Recreation and Forestry Board

Monday, November 19, 2018

6:00 PM Parks Recreation and Forestry

Administration and
Service Center

1. Call to Order

Present 7 - Merchle, Vehlow, Volpano, Wells, Riebel, Thurston, and Johnson

Absent 1 - Schmitz

2. Public Comment

No Action Required

3. Approval of Minutes

- A. [ID#18-1729](#) Approve minutes of the Parks, Recreation & Forestry Board meeting of October 15, 2018.

Attachments: [prmn181015 \(Meeting Minutes of October 15, 2018\) DRAFT.pdf](#)

A motion was made by Merchle, seconded by Johnson, that the minutes of the Parks, Recreation & Forestry Board meeting of October 15, 2018 be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Wells, Riebel, Thurston and Johnson

- B. [ID#18-1730](#) Approve minutes of the Parks, Recreation and Forestry Board meeting of November 16, 2015.

Attachments: [prmn151116 \(Meeting Minutes of November 16, 2015\) DRAFT.pdf](#)

A motion was made by Merchle, seconded by Volpano, that the minutes of the Parks, Recreation and Forestry Board meeting of November 16, 2015 be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Wells, Riebel, Thurston and Johnson

- C. [ID#18-1731](#) Approve minutes of the Parks, Recreation & Forestry Board meeting of December 21, 2015.

Attachments: [prmn151221 \(Meeting Minutes of December 21, 2015\) DRAFT.pdf](#)

A motion was made by Merchle, seconded by Thurston, that the minutes of the Parks, Recreation & Forestry Board meeting of December 21, 2015 be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Wells, Riebel, Thurston and Johnson

4. Discussion/Decision Items

- A. [ID#18-1732](#) Request received from the Tower Hill Neighborhood Group to erect a wind sculpture at Parkview Park.

Attachments: [Tower Hill Presentation v2.pdf](#)

A motion was made by Johnson, seconded by Wells, that the request received from the Tower Hill Neighborhood Group to erect a wind sculpture at Parkview Park be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Wells, Riebel, Thurston and Johnson

- B. [ID#18-1733](#) Recommendation to the Common Council to approve proposed Letter of Agreement between City of Waukesha Parks, Recreation & Forestry and Waukesha County regarding 2019 Waukesha JanBoree event.

Attachments: [Common Council Cover Sheet - 2019 JanBoree-County Agreement.pdf](#)
[2019 Janboree-County Agreement.pdf](#)

A motion was made by Johnson, seconded by Vehlow, that a Recommendation for the Common Council to approve proposed Letter of Agreement between City of Waukesha Parks, Recreation & Forestry and Waukesha County regarding 2019 Waukesha JanBoree event be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Wells, Riebel, Thurston and Johnson

- C. [ID#18-1734](#) Approve proposed 2019 Winter-Spring Program Season Fees and Charges Schedule.

Attachments: [2019 Fees and Charges.pdf](#)

A motion was made by Johnson, seconded by Merchle, that the proposed 2019 Winter-Spring Program Season Fees and Charges Schedule be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Wells, Riebel, Thurston and Johnson

- D. [ID#18-1735](#) Approve proposal and recommend to the Common Council to enter into a contract with Woodburn & Kyle LLC to develop and complete a fund raising campaign planning study associated with the Buchner Pool CIP project.

Attachments: [Capital Campaign Planning Study Proposal-Woodburn & Kyle.pdf](#)

A motion was made by Merchle, seconded by Vehlow, that the proposal and recommendation to the Common Council to enter into a contract with Woodburn & Kyle LLC to develop and complete a fund raising campaign planning study associated with the Buchner Pool CIP project be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Wells, Riebel, Thurston and Johnson

- E. [ID#18-1736](#) Award Bid: Wide Area Mower (11' cut) - 2019 Approved Fleet Budget.

Attachments: [Gm 4000 wide area mower.pdf](#)

A motion was made by Johnson, seconded by Wells, that a Wide Area Mower (11' cut) - 2019 Approved Fleet Budget through the approved National IPA program (Toro 4000) for \$65,183.54 be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Wells, Riebel, Thurston and Johnson

- F. [ID#18-1737](#) Award Bid: Zero Turn Mower (6' cut) – 2019 Approved Fleet Budget.

Attachments: [GM 7200 Zero turn.pdf](#)

A motion was made by Johnson, seconded by Merchle, that a Zero Turn Mower (6' cut) - 2019 Approved Fleet Budget through the approved National IPA program (Toro GM-7200) for \$20,621.80 be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Wells, 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 Volpano, that this meeting be adjourned. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Wells, Riebel, Thurston and Johnson