



City of Waukesha

1900 Aviation Drive
Waukesha, WI 53188

Meeting Minutes - Draft

Parks, Recreation and Forestry Board

Monday, February 17, 2025

5:30 PM

Council Chambers, City Hall

1. Call to Order

Present 7 - Eric Huemmer, Sarah Smith, John Schmitz, Erica Yoss, Jack Wells, Steve Johnson, and Paul Wuteska

Absent 1 - Jennifer Wallner

2. Public Comment

No Action Required

Jerri Ludwig - Judith Lane

Steve Van Treiste - Sussex Lane

Doris Van Treiste - Sussex Lane

3. Approval of Minutes

[ID#25-00270](#) Minutes for the Parks, Recreation & Forestry Board meeting of December 16, 2024.

Attachments: [prmn241216\(PRF Board Minutes for December 16, 2024\)DRAFT](#)

A motion was made by Johnson, seconded by Ald. Wuteska, that the minutes of the Parks, Recreation & Forestry Board meeting of December 16, 2024 be approved. The motion carried by the following vote:

Aye: 7 - Eric Huemmer, Sarah Smith, John Schmitz, Erica Yoss, Jack Wells, Steve Johnson and Paul Wuteska

4. Discussion/Decision Items

[ID#25-00272](#) Spring 2025 Public Street Tree Planting Program Public Hearing – Open Public Hearing.

A motion was made by Yoss, seconded by Huemmer, that the Spring 2025 Public Street Tree Planting Program Public Hearing be opened. The motion carried by the following vote:

Aye: 7 - Eric Huemmer, Sarah Smith, John Schmitz, Erica Yoss, Jack Wells, Steve Johnson and Paul Wuteska

[ID#25-00273](#) Spring 2025 Public Street Tree Planting Program - Close Public Hearing.

A motion was made by Johnson, seconded by Ald. Wuteska, that the Spring 2025 Public Street Tree Planting Program Public Hearing be closed. The motion carried by the following vote:

Aye: 7 - Eric Huemmer, Sarah Smith, John Schmitz, Erica Yoss, Jack Wells, Steve Johnson and Paul Wuteska

[ID#25-00274](#) Recommend that the Common Council set a Public Hearing, on a date to be determined, to review and act on the proposed assessment for the Spring 2025 Public Street Tree Planting Program, said cost to be \$350.00 per tree.

Attachments: [Street Tree Planting Program Spring 2025 Full Arbor Day Proclamation 2025](#)

A motion was made by Johnson, seconded by Ald. Wells, that a recommendation that the Common Council set a Public Hearing, on a date to be determined, to review and act on the proposed assessment for the Spring 2025 Public Street Tree Planting Program, said cost to be \$397.00 per tree.

Aye: 7 - Eric Huemmer, Sarah Smith, John Schmitz, Erica Yoss, Jack Wells, Steve Johnson and Paul Wuteska

[ID#25-00275](#) Review and act on (recommendation to Common Council) proposed Sponsorship Agreement between the City of Waukesha and Generac Foundation supporting the 2026 Waukesha JanBoree community event.

Attachments: [Common Council Cover Sheet -Generac Foundation Agreement 2026 2026 Generac Foundation Sponsorship Agreement](#)

A motion was made by Ald. Wells, seconded by Ald. Wuteska, that a recommendation for Common Council to approve the proposed Sponsorship Agreement between the City of Waukesha and Generac Foundation supporting the 2026 Waukesha JanBoree community event be approved. The motion carried by the following vote.

Aye: 7 - Eric Huemmer, Sarah Smith, John Schmitz, Erica Yoss, Jack Wells, Steve Johnson and Paul Wuteska

[ID#25-00276](#) Review and act on proposed equipment purchase of (3) "TurboChef" Double Batch Rapid Cook Ovens for concession stand operations.

Attachments: [Common Council Cover Sheet-CIP TurboChef 2025 2025 CIP TurboChef Price Quotes](#)

A motion was made by Johnson, seconded by Ald. Wells, that the proposed equipment purchase of (3) "TurboChef" Double Batch Rapid Cook Ovens for concession stand operations be approved. The motion carried by the following vote:

Aye: 7 - Eric Huemmer, Sarah Smith, John Schmitz, Erica Yoss, Jack Wells, Steve Johnson and Paul Wuteska

[ID#25-00277](#) Review preliminary 2025 Pool Program, Season and Fees/Charges.

Attachments: [2024 Pool Reprt 2025 Pool Fees and Charges](#)

No Action Required

5. Board President Report

No Action Required

6. Director and Staff Report

No Action Required

7. Adjournment

Meeting adjourned at 6:37 pm

" 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. Attend this meeting in person or watch live at <https://waukesha.legistar.com/calendar.aspx> (due to technical circumstances, the live stream may not always be available).