



# City of Waukesha

1900 Aviation Drive  
Waukesha, WI 53188

## Meeting Minutes - Final

### Parks, Recreation and Forestry Board

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Monday, November 18, 2019

6:00 PM Parks Recreation and Forestry

Administration and  
Service Center

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#### 1. Call to Order

**Present** 8 - Merchle, Volpano, Schmitz, Wells, Riebel, Vehlow, Thurston, and Johnson

#### 2. Public Comment

*City Residents & Taxpayers Only – Limited to three minutes/speaker, ending at 6:30 pm.*

#### 3. Approval of Minutes

- A. [ID#19-1581](#) Approve the Minutes of the Parks, Recreation & Forestry Board meeting of October 21, 2019.

**Attachments:** [prmn191021 \(Minutes of October 21, 2019\).pdf](#)

**A motion was made by Johnson, seconded by Vehlow, that the minutes of the Waukesha Parks, Recreation & Forestry Board meeting of October 21, 2019 be approved. The motion carried by the following vote:**

**Aye:** 8 - Merchle, Riebel, Schmitz, Wells, Volpano, Vehlow, Thurston and Johnson

#### 4. Discussion/Decision Items

- A. [ID#19-1583](#) Approve proposed appointments to the Senior Program Advisory Committee.

**Attachments:** [Senior Advisory Board Appointment - Maria Roethe.pdf](#)

**A motion was made by Johnson, seconded by Schmitz, that the proposed appointment to the Senior Program Advisory Committee be approved. The motion carried by the following vote:**

**Aye:** 8 - Merchle, Riebel, Schmitz, Wells, Volpano, Vehlow, Thurston and Johnson

- B. [ID#19-1585](#) Approve proposed 2020 Winter-Spring Program Season Fees and Charges Schedule.

**Attachments:** [Fees and Charges Winter 2020.pdf](#)

**A motion was made by Merchle, seconded by Volpano, that the proposed 2020 Winter-Spring Program Season Fees and Charges Schedule be approved. The motion carried by the following vote:**

**Aye:** 8 - Merchle, Riebel, Schmitz, Wells, Volpano, Vehlow, Thurston and Johnson

- C. [ID#19-1586](#) Recommend approval of proposed seasonal Recreation Services (provider) Contracts.

**Attachments:** [Council Agenda Cover Sheet-Recreation Service Contracts.pdf](#)  
[Grape Escape, LLC.pdf](#)  
[Occupational Therapy Family Services LLC.pdf](#)

**A motion was made by Johnson, seconded by Wells, that a recommendation for Common Council to approve proposed seasonal Recreation Services (provider) Contracts be approved. The motion carried by the following vote:**

**Aye:** 8 - Merchle, Riebel, Schmitz, Wells, Volpano, Vehlow, Thurston and Johnson

- D. [ID#19-1403](#) Recommend to approve proposed purchase agreement with Daktronics, Inc. for the provision of an electronic message board system for Cutler Park.

**Attachments:** [Message Board-Attachment A.pdf](#)  
[Message Board-Design Sketch.pdf](#)  
[Message Board-Quote Agreement 10.16.19.pdf](#)

**A motion was made by Wells, seconded by Vehlow, that the proposed purchase agreement with Daktronics, Inc. for the provision of an electronic message board system for Cutler Park be tabled to a date to be determined be approved. The motion carried by the following vote:**

**Aye:** 8 - Merchle, Riebel, Schmitz, Wells, Volpano, Vehlow, Thurston and Johnson

- E. [ID#19-1592](#) Approve proposed department Non-Resident Policy for participation in programs and services.

**Attachments:** [Non-Resident Policy - Revised 11-15-19.pdf](#)

**A motion was made by Merchle, seconded by Volpano, that the proposed department Non-Resident Policy for participation in programs and services be approved. The motion carried by the following vote:**

**Aye:** 8 - Merchle, Riebel, Schmitz, Wells, Volpano, Vehlow, 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 Steve Johnson, that this meeting be adjourned. The motion carried by the following vote:**

**Aye:** 8 - Merchle, Riebel, Schmitz, Wells, Volpano, Vehlow, Thurston 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.