



City of Waukesha

1900 Aviation Drive
Waukesha, WI 53188

Meeting Minutes - Draft

Parks, Recreation and Forestry Board

Monday, July 20, 2020

6:00 PM

Virtual

Public can view the meeting live online:

https://waukesha-wi.zoom.us/webinar/register/WN_l6upwUQQS9mY6vd81bPx3Q

or by calling:

888 788 0099 (Toll Free)

Webinar ID: 996 2440 6749

Password: 176585

1. Call to Order

Present 6 - Vehlow, Johnson, Merchle, Thurston, Schmitz, and Wells

Absent 2 - Volpano, and Riebel

2. Approval of Minutes

- A. [ID#20-0938](#) Approve the Minutes of the Parks, Recreation & Forestry Board meeting of May 21, 2020.

Attachments: [prmn200521 \(Minutes of May 21, 2020\)_DRAFT](#)

A motion was made by Johnson, seconded by Vehlow, that the minutes of the Parks, Recreation & Forestry Board meeting of May 21, 2020 be approved. The motion carried by the following vote:

Aye: 6 - Vehlow, Johnson, Merchle, Thurston, Schmitz and Wells

- B. [ID#20-0939](#) Approve the Minutes of the Parks, Recreation & Forestry Board meeting of June 1, 2020.

Attachments: [prmn200601 \(Minutes of June 1, 2020\)_DRAFT](#)

A motion was made by Johnson, seconded by Vehlow, that the minutes of the Parks, Recreation & Forestry Board meeting of June 1, 2020 be approved. The motion carried by the following vote:

Aye: 6 - Vehlow, Johnson, Merchle, Thurston, Schmitz and Wells

3. Discussion/Decision Items

- A. [ID#20-0930](#) Late Summer and Fall Special Events update and staff recommendation for revisions/cancellations (COVID-19 precautionary measures).

Attachments: [Summer 2020 event plans COVID](#)

A motion was made by Johnson, seconded by Vehlow, that the Late Summer and Fall Special Events update and staff recommendation for revisions/cancellations (COVID-19 precautionary measures) be approved. The motion carried by the following vote:

Aye: 6 - Vehlow, Johnson, Merchle, Thurston, Schmitz and Wells

- B.** [ID#20-0931](#) Review and recommend approval of a 2020 CIP budget adjustment for upgrades to the Frame Park Sanitary Sewer Pump Station.

Attachments: [Cover Sheet - 2020 Frame Park sanitary pump station budget amendment](#)
[Frame Park pump station Detail](#)
[Frame Park pump station existing photo](#)
[Frame Park pump station Map](#)
[Frame Park pump station proposed hatch photo](#)

A motion was made by Merchle, seconded by Johnson, to recommend for Finance Committee to approve this 2020 CIP budget adjustment for upgrades to the Frame Park Sanitary Sewer Pump Station be approved. The motion carried by the following vote:

Aye: 6 - Vehlow, Johnson, Merchle, Thurston, Schmitz and Wells

- C.** [ID#20-0932](#) Approve proposed 2020 Fall Season Recreation Program Fees/Charges Schedule.

Attachments: [Fees and Charge 2020](#)

A motion was made by Thurston, seconded by Vehlow, that the proposed 2020 Fall Season Recreation Program Fees/Charges Schedule be approved. The motion carried by the following vote:

Aye: 6 - Vehlow, Johnson, Merchle, Thurston, Schmitz and Wells

- D.** [ID#20-0933](#) Recommend to approve proposed seasonal Recreation Services (provider) contract.

Attachments: [Cover Sheet - Recreation Services Contract.Yoga As You Are](#)
[Recreation Services Contract - Yoga As You Are](#)

After vote, Wayne Merchle left the meeting.

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

Aye: 6 - Vehlow, Johnson, Merchle, Thurston, Schmitz and Wells

- E.** [ID#20-0934](#) Recommend to approve proposed Tree Growing Agreement between Johnson's Nursery, Inc. and the City of Waukesha.

Attachments: [Growing Agreement and Cover Sheet 2020 Johnson Nursery](#)

A motion was made by Johnson, seconded by Schmitz, that a recommendation for the Common Council to approve the proposed Tree Growing Agreement between Johnson's Nursery, Inc. and the City of Waukesha be approved. The motion carried by the following vote:

Aye: 5 - Vehlow, Johnson, Thurston, Schmitz and Wells

Absent: 1 - Merchle

- F. [ID#20-0935](#) Recommend to approve proposed Tree Growing Agreement between Leaves Inspired and the City of Waukesha.

Attachments: [Growing Agreement and Cover Sheet 2020 Leaves Inspired](#)

A motion was made by Johnson, seconded by Thurston, that a recommendation for the Common Council to approve proposed Tree Growing Agreement between Leaves Inspired and the City of Waukesha be approved. The motion carried by the following vote:

Aye: 5 - Vehlow, Johnson, Thurston, Schmitz and Wells

Absent: 1 - Merchle

- G. [ID#20-0936](#) Award Bid: Playground equipment (Meadowview & Grandview Parks) – Approved 2020 CIP projects.

Attachments: [Playground Award Bid Recommendation](#)
[Playground Information Packet - Grandview and Meadowview](#)

A motion was made by Johnson, seconded by Vehlow, that the playground equipment for Meadowview & Grandview Parks be awarded to Lee Recreation, LLC (Burke play equipment distributor) in the amount of \$132,832.50 and \$63,636.50, respectively, as approved 2020 CIP projects be approved. The motion carried by the following vote:

Aye: 5 - Vehlow, Johnson, Thurston, Schmitz and Wells

Absent: 1 - Merchle

4. Board President Report

No Action Required

5. Director and Staff Report

No Action Required

6. Adjournment

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

Aye: 5 - Vehlow, Johnson, Thurston, Schmitz and Wells

Absent: 1 - Merchle

" 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.