



City of Waukesha

1900 Aviation Drive
Waukesha, WI 53188

Meeting Minutes - Final

Parks, Recreation and Forestry Board

Monday, September 20, 2021

5:30 PM

Council Chambers, City Hall

Rescheduled from 9/13/21

1. Call to Order

Present 5 - Joan Vehlow, Amy Riebel, Jennifer Wallner, Eric Huemmer, and Jack Wells

Absent 2 - John Schmitz, and Steve Johnson

2. Public Comment

No Action Required

3. Approval of Minutes

- A. [ID#21-2870](#) Approve the Minutes of Parks, Recreation & Forestry Board meeting of August 16, 2021.

Attachments: [prmn210816 \(PRF Board Minutes for August 16, 2021\) DRAFT](#)

A motion was made by Alderman Wells, seconded by Vehlow, that minutes from the Parks, Recreation and Forestry Board meeting of August 16, 2021 be approved. The motion carried by the following vote:

Aye: 5 - Joan Vehlow, Amy Riebel, Jennifer Wallner, Eric Huemmer and Jack Wells

Absent: 2 - John Schmitz and Steve Johnson

4. Discussion/Decision Items

- A. [ID#21-2834](#) Review and act on proposed Eagle Scout (Troop 183) project associated with the Moorewood Park trails.

Attachments: [Joshua Hoggatt-Waukesha Parks Project Presentation](#)

John Schmitz arrived at 5:40 pm

A motion was made by Alderman Wells, seconded by Wallner, that the proposed Eagle Scout (Troop 183) project associated with the Moorewood Park trails be approved. The motion carried by the following vote:

Aye: 6 - Joan Vehlow, John Schmitz, Amy Riebel, Jennifer Wallner, Eric Huemmer and Jack Wells

Absent: 1 - Steve Johnson

- B.** [ID#21-2835](#) Fall 2021 Public Street Tree Planting Program Public Hearing – Open Public Hearing.
- A motion was made by Vehlow, seconded by Alderman Wells, that the Fall 2021 Public Street Tree Planting Program Public Hearing be opened. The motion carried by the following vote:**
- Aye:** 6 - Joan Vehlow, John Schmitz, Amy Riebel, Jennifer Wallner, Eric Huemmer and Jack Wells
- Absent:** 1 - Steve Johnson
- C.** [ID#21-2836](#) Fall 2021 Public Street Tree Planting Program - Close Public Hearing.
- A motion was made by Huemmer, seconded by Riebel, that the Fall 2021 Public Street Tree Planting Program Public Hearing be closed. The motion carried by the following vote:**
- Aye:** 6 - Joan Vehlow, John Schmitz, Amy Riebel, Jennifer Wallner, Eric Huemmer and Jack Wells
- Absent:** 1 - Steve Johnson
- D.** [ID#21-2837](#) Review and act on the proposed assessment for the Fall 2021 Public Street Tree Planting Program, said cost to be \$235.00 per tree.
- Attachments:** [2021 Fall Tree Packet](#)
- A motion was made by Alderman Wells, seconded by Wallner, that a recommendation for Common Council to set a Public Hearing, on a date to be determined, to review and act on the proposed assessment for the Fall 2021 Public Street Tree Planting Program, said cost to be \$235.00 per tree be approved. The motion carried by the following vote:**
- Aye:** 6 - Joan Vehlow, John Schmitz, Amy Riebel, Jennifer Wallner, Eric Huemmer and Jack Wells
- Absent:** 1 - Steve Johnson
- E.** [ID#21-2908](#) Review and act on proposed 2022 Waukesha JanBoree partnership agreement with Waukesha County.
- Attachments:** [Council Cover Sheet- 2022 JanBoree Waukesha County Parks Agreement](#)
[2022 Janboree Waukesha County Parks Agreement Final](#)
- A motion was made, seconded by Vehlow, that a recommendation for Common Council to approve the proposed 2022 Waukesha JanBoree partnership agreement with Waukesha County be approved. The motion carried by the following vote:**
- Aye:** 6 - Joan Vehlow, John Schmitz, Amy Riebel, Jennifer Wallner, Eric Huemmer and Jack Wells
- Absent:** 1 - Steve Johnson
- F.** [ID#21-2865](#) Review and act on request received from the Women’s Center to adjust

lighting features from October 18-24, 2021 at the Les Paul Performance Center and Lighted Dome at Youmans Park.

Attachments: [2021 The Womens Center-Lighting Request](#)

A motion was made by Alderman Wells, seconded by Riebel, that the request received from the Women's Center to adjust lighting features from October 18-24, 2021 at the Les Paul Performance Center and Lighted Dome at Youmans Park be approved. The motion carried by the following vote:

Aye: 6 - Joan Vehlow, John Schmitz, Amy Riebel, Jennifer Wallner, Eric Huemmer and Jack Wells

Absent: 1 - Steve Johnson

- G. [ID#21-2839](#) Review and act on proposed revisions to the Athletic Facility Fees & Charges Schedule and Related Policies and Procedures ("Handbook").

Attachments: [2022 Athletic Facility Handbook-Proposed](#)

A motion was made by Riebel, seconded by Huemmer, that the proposed revisions to the Athletic Facility Fees & Charges Schedule and Related Policies and Procedures ("Handbook") be approved. The motion carried by the following vote:

Aye: 6 - Joan Vehlow, John Schmitz, Amy Riebel, Jennifer Wallner, Eric Huemmer and Jack Wells

Absent: 1 - Steve Johnson

- H. [ID#21-2840](#) Review and act on an Underground Electrical Easement with We Energies associated with new electrical service at Hillcrest Park.

Attachments: [2021 Hillcrest Park We Energies Underground Electrical Easement packet](#)
[Council Cover Sheet - 2021 Hillcrest Park We Energies Underground Electrical Easement](#)

A motion was made by Alderman Wells, seconded by Wallner, that the Underground Electrical Easement with We Energies associated with new electrical service at Hillcrest Park be approved. The motion carried by the following vote:

Aye: 6 - Joan Vehlow, John Schmitz, Amy Riebel, Jennifer Wallner, Eric Huemmer and Jack Wells

Absent: 1 - Steve Johnson

- I. [ID#21-2841](#) Review and act on proposed 2022-2026 Executive Community Investment Program (CIP) Budget for the Parks, Recreation & Forestry Department.

Attachments: [2022 EXECUTIVE CIP BUDGET BOOK -PRF Dept](#)

A motion was made by Alderman Wells, seconded by Wallner, that the proposed 2022-2026 Executive Community Investment Program (CIP) Budget for the Parks, Recreation & Forestry Department be approved. The motion carried by the following vote:

Aye: 6 - Joan Vehlow, John Schmitz, Amy Riebel, Jennifer Wallner, Eric Huemmer and Jack Wells

Absent: 1 - Steve Johnson

5. Board President Report

No Action Required

6. Director and Staff Report

No Action Required

7. Adjournment

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

Aye: 6 - Joan Vehlow, John Schmitz, Amy Riebel, Jennifer Wallner, Eric Huemmer and Jack Wells

Absent: 1 - Steve 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.