



City of Waukesha

1900 Aviation Drive
Waukesha, WI 53188

Meeting Minutes - Draft

Parks, Recreation and Forestry Board

Monday, February 19, 2018

6:00 PM Parks Recreation and Forestry

Administration and
Service Center

1. Call to Order

Present 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston, and Johnson

Absent 1 - Mueller

2. Public Comment

No Action Required

3. Approval of Minutes

- A. [ID#18-0248](#) Approve minutes of the Parks, Recreation & Forestry Board meeting of January 15, 2018.

Attachments: [prmn180115 \(Minutes for January 15, 2018\) DRAFT.pdf](#)

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

Aye: 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

- B. [ID#18-0249](#) Approve minutes of the Parks, Recreation & Forestry Board meeting of February 20, 2017.

Attachments: [prmn170220 \(Minutes for February 20, 2017\) DRAFT.pdf](#)

A motion was made by Johnson, seconded by Vehlow, that the minutes of the Parks, Recreation & Forestry Board meeting of February 20, 2017 be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

- C. [ID#18-0250](#) Approve minutes of the Parks, Recreation & Forestry Board meeting of April 18, 2016

Attachments: [prmn160418 \(Minutes for April 18, 2016\) DRAFT.pdf](#)

A motion was made by Johnson, seconded by Volpano, that the minutes of the

Parks, Recreation & Forestry Board meeting of April 18, 2016 be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

4. Discussion/Decision Items

- A.** [ID#18-0108](#) To approve proposed 2018 sanitary sewer work associated with Lowell Park (City Engineering Department).

Attachments: [Lowell Sanitary Sewer Project Narrative.pdf](#)
[Lowell School sewer rev tight.pdf](#)

A motion was made by Johnson, seconded by Schmitz, that the proposed 2018 sanitary sewer work associated with Lowell Park (City Engineering Department) be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

- B.** [ID#18-0253](#) Spring 2018 Public Street Tree Planting Program Public Hearing - Open Public Hearing.

A motion was made by Volpano, seconded by Merchle, that the Spring 2018 Public Street Tree Planting Program Public Hearing be Opened. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

- C.** [ID#18-0254](#) Spring 2018 Public Street Tree Planting Program - Close Public Hearing.

A motion was made by Vehlow, seconded by Lemke, that the Spring 2018 Public Street Tree Planting Program Public Hearing be Closed. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

- D.** [ID#18-0255](#) Recommend that the Common Council set a Public Hearing, on a date to be determined, regarding the assessment for the Spring 2018 Public Street Planting Program, said cost to be \$220.00 per tree.

Attachments: [2018 Forestry Division Update.pdf](#)
[Arbor Day Proclamation 2018.pdf](#)
[Planting Program Memo.\(Spring\).pdf](#)
[Planting SummarySp2018.pdf](#)

A motion was made by Merchle, seconded by Vehlow, that a recommendation to the Common Council be made to set a Public Hearing, on a date to be determined, regarding the assessment for the Spring 2018 Public Street Planting Program, said cost to be \$220.00 per tree. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

- E. [ID#18-0256](#) Award Bid: Stump Grinder - 2018 Approved Fleet Budget.

Attachments: [3100 Gas Towable.pdf](#)
[3100 TOW flier.pdf](#)

A motion was made by Volpano, seconded by Lemke, that the bid for the Stump Grinder - 2018 Approved Fleet Budget be awarded to Bobcat of Janesville for a total of \$48,806 be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

- F. [ID#18-0258](#) Award Bid: - Chevy Express Van - 2018 Approved Fleet Budget.

Attachments: [2018 Chevy express pack.pdf](#)

A motion was made by Johnson, seconded by Lemke, that the bid for a Chevy Express Van - 2018 Approved Fleet State Vehicle Value Bid be awarded to Ewald Automotive Group in the amount of \$25,566.50 be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

- G. [ID#18-0259](#) Award Bid: - Chevy Silverado 1/2 Ton Pickup - 2018 Approved Fleet Budget.

Attachments: [2018 Chevy Silverado pack.pdf](#)

A motion was made by Johnson, seconded by Thurston, that the bid for a Chevy Silverado 1/2 Ton Pickup - 2018 Approved Fleet State Vehicle Value Bid be awarded to Ewald Automotive Group in the amount of \$30,921 be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

- H. [ID#18-0260](#) Award Bid: Chevy Colorado with Plow - 2018 Approved Fleet Budget.

Attachments: [2018 colorado pack.pdf](#)

A motion was made by Merchle, seconded by Volpano, that the bid for a Chevy Colorado with Plow - 2018 Approved Fleet State Vehicle Value Bid be awarded to Ewald Automotive Group in the amount of \$37,379 be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

- I. [ID#18-0261](#) Award Bid: Ford 550 Dump Truck - 2018 Approved Fleet Budget.

Attachments: [2018 f550 Lpack.pdf](#)

A motion was made by Merchle, seconded by Johnson, that the bid for a Ford 550 Dump Truck - 2018 Approved Fleet State Vehicle Value Bid be awarded to Ewald Automotive Group and the bed through Casper Truck and Equipment in the amount of \$56,378 be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

- J. [ID#18-0262](#) Award Bid: Ford 550 Dump Truck with Plow - 2018 Approved Fleet Budget.

Attachments: [2018 f550 pack.pdf](#)

A motion was made by Johnson, seconded by Volpano, that the bid for a Ford 550 Dump Truck - 2018 Approved Fleet State Vehicle Value Bid be awarded to Ewald Automotive Group and the bed through Casper Truck and Equipment in the amount of \$54,383 be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

- K. [ID#18-0263](#) Award Bid: Multi-one Maintenance Vehicle - 2018 Approved Fleet Budget.

Attachments: [multione pack.pdf](#)

A motion was made by Johnson, seconded by Vehlow, that the bid for a Mini Articulating Loader (Multi-one) - 2018 Approved Fleet be awarded to LF George in the amount of \$78,121.10 be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

- L. [ID#18-0264](#) To approve extending 2018 Oktoberfest Public Event (Frame Park) closing hours to 11 p.m. on September 21 & 22, 2018.

A motion was made by Johnson, seconded by Thurston, that extending 2018 Oktoberfest Public Event (Frame Park) closing hours to 11 p.m. on September 21 & 22, 2018 be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

- M.** [ID#18-0265](#) To approve proposed new river fountain plan for Barstow Plaza (2018 approved CIP project).

Attachments: [2018-02-16_06-03-36.avi](#)

[Taurus.pdf](#)

A motion was made by Johnson, seconded by Vehlow, that the proposed new river fountain plan for Barstow Plaza (2018 approved CIP project) be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

- N.** [ID#18-0266](#) To approve proposed update to departmental Comprehensive Revenue Policy (National Accreditation Standard).

Attachments: [Comprehensive Revenue Policy 2018.pdf](#)

A motion was made by Volpano, seconded by Schmitz, that the proposed update to departmental Comprehensive Revenue Policy (National Accreditation Standard) be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

- O.** [ID#18-0267](#) To approve 2018 Over-Arching Departmental Goals.

Attachments: [GOALS -Over Arching 2018.pdf](#)

A motion was made by Johnson, seconded by Vehlow, that the 2018 Over-Arching Departmental Goals be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

- P.** [ID#18-0268](#) Award Bid: Printing of 2018 Seasonal Activity Guides (3).

Attachments: [2018 Activity Guide - bidder list.pdf](#)

A motion was made by Thurston, seconded by Lemke, that the bid for printing of 2018 Seasonal Activity Guides (3) be awarded to American Litho lump sum bid for \$31,118 be approved. The motion carried by the following vote:

Aye: 7 - Merchle, Vehlow, Volpano, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

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, Lemke, Schmitz, Thurston and Johnson

Absent: 1 - Mueller

"A majority of the Council members may be in attendance"