



City of Waukesha

1900 Aviation Drive
Waukesha, WI 53188

Meeting Minutes - Draft

Parks, Recreation and Forestry Board

Monday, January 16, 2023

5:30 PM

Council Chambers, City Hall

1. Call to Order

Present 7 - Joan Vehlow, Jennifer Wallner, Eric Huemmer, Steve Johnson, Jack Wells, John Schmitz, and Erica Yoss

Absent 1 - Sarah Smith

2. Public Comment

No Action Required.

3. Approval of Minutes

- A. [ID#23-5787](#) Minutes for the Parks, Recreation & Forestry Board meeting of December 19, 2022.

Attachments: [prmn221219 \(PRF Board Minutes for December 19, 2022\) DRAFT](#)

A motion was made by Ald. Wells, seconded by Wallner, that the Minutes for the Parks, Recreation & Forestry Board meeting of December 19, 2022 be approved. The motion carried by the following vote:

Aye: 6 - Joan Vehlow, Jennifer Wallner, Steve Johnson, Jack Wells, John Schmitz and Erica Yoss

Absent: 2 - Eric Huemmer and Sarah Smith

4. Discussion/Decision Items

- A. [ID#23-5805](#) Review and act on staff request to submit application, with the Wisconsin Department of Public Instruction, for a Nita M. Lowey 21st Century Learning Center Grant at Heyer Elementary School.

A motion was made by Schmitz, seconded by Vehlow, that the staff request to submit application, with the Wisconsin Department of Public Instruction, for a Nita M. Lowey 21st Century Learning Center Grant at Heyer Elementary School be approved. The motion carried by the following vote:

Aye: 7 - Joan Vehlow, Jennifer Wallner, Eric Huemmer, Steve Johnson, Jack Wells, John Schmitz and Erica Yoss

Absent: 1 - Sarah Smith

- B. [ID#23-5824](#) Review and act on proposal for new Skatepark equipment improvements at Horeb Springs Park.

Attachments: [Horeb Skatepark Design 2023](#)

A motion was made by Ald. Wells, seconded by Ald. Johnson, that the proposal for new Skatepark equipment improvements at Horeb Springs Park be approved. The motion carried by the following vote:

Aye: 7 - Joan Vehlow, Jennifer Wallner, Eric Huemmer, Steve Johnson, Jack Wells, John Schmitz and Erica Yoss

Absent: 1 - Sarah Smith

- C. [ID#23-5825](#) Spring 2023 Public Street Tree Planting Program Public Hearing – Open Public Hearing.

A motion was made by Ald. Wells, seconded by Vehlow, that the Spring 2023 Public Street Tree Planting Program Public Hearing be opened. The motion carried by the following vote:

Aye: 7 - Joan Vehlow, Jennifer Wallner, Eric Huemmer, Steve Johnson, Jack Wells, John Schmitz and Erica Yoss

Absent: 1 - Sarah Smith

- D. [ID#23-5826](#) Spring 2023 Public Street Tree Planting Program - Close Public Hearing.

A motion was made by Huemmer, seconded by Wallner, that the Spring 2023 Public Street Tree Planting Program Public Hearing be closed. The motion carried by the following vote:

Aye: 7 - Joan Vehlow, Jennifer Wallner, Eric Huemmer, Steve Johnson, Jack Wells, John Schmitz and Erica Yoss

Absent: 1 - Sarah Smith

- E. [ID#23-5827](#) Review and act on the proposed assessment for the Spring 2023 Public Street Tree Planting Program, said cost to be \$300.00 per tree.

Attachments: [Spring 2023 Tree Planting Packet](#)

A motion was made by Ald. Wells, seconded by Vehlow, that a recommendation for the Common Council to set a Public Hearing, on a date to be determined, to review and act on the proposed assessment for the Spring 2023 Public Street Tree Planting Program, said cost to be \$300.00 per tree be approved. The motion carried by the following vote:

Aye: 7 - Joan Vehlow, Jennifer Wallner, Eric Huemmer, Steve Johnson, Jack Wells, John Schmitz and Erica Yoss

Absent: 1 - Sarah Smith

- F. [ID#23-5828](#) Review and act on proposed Recreation Programming & Services Plan (Accreditation Standard).

Attachments: [6.1aRecreation Programming and Service Plan 2023-27](#)

A motion was made by Huemmer, seconded by Ald. Wells, that the approval of

the proposed Recreation Programming & Services Plan (Accreditation Standard) be postponed until the next meeting. The motion carried by the following vote:

Aye: 7 - Joan Vehlow, Jennifer Wallner, Eric Huemmer, Steve Johnson, Jack Wells, John Schmitz and Erica Yoss

Absent: 1 - Sarah Smith

- G.** [ID#23-5829](#) Review and act on (recommendation to Common Council) proposed 2023 sponsorship agreement with Dick's Sporting Goods.

Attachments: [Dick's Sporting Goods Sponsorship Agreement 2023 Cover Letter.pdf](#)
[Dick's Sporting Goods Sponsorship Agreement 2023](#)

A motion was made by Ald. Wells, seconded by Wallner, that a recommendation for Common Council to approve the proposed 2023 sponsorship agreement with Dick's Sporting Goods be approved. The motion carried by the following vote:

Aye: 7 - Joan Vehlow, Jennifer Wallner, Eric Huemmer, Steve Johnson, Jack Wells, John Schmitz and Erica Yoss

Absent: 1 - Sarah Smith

- H.** [ID#23-5830](#) Review and act on proposed 2023 Parks & Forestry Division Seasonal Wage Schedule.

Attachments: [2023 GBF Seasonal Wages](#)

A motion was made by Wallner, seconded by Vehlow, that the proposed 2023 Parks & Forestry Division Seasonal Wage Schedule be approved. The motion carried by the following vote:

Aye: 7 - Joan Vehlow, Jennifer Wallner, Eric Huemmer, Steve Johnson, Jack Wells, John Schmitz and Erica Yoss

Absent: 1 - Sarah Smith

6. Board President Report

No Action Required.

7. Director and Staff Report

Note: Jennifer Wallner left the meeting early. 7:05 pm

No Action Required.

8. Adjournment

The meeting adjourned at 7:15 p.m.

" 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.