



Meeting Minutes - Final

Parks, Recreation and Forestry Board

---

Monday, May 20, 2024

5:30 PM

Council Chambers, City Hall

---

1. Call to Order

**Present** 6 - Jennifer Wallner, Eric Huemmer, Sarah Smith, Erica Yoss, Steve Johnson, and Paul Wuteska

**Absent** 2 - John Schmitz, and Jack Wells

2. Public Comment

*No Action Required*

3. Approval of Minutes

- A. [ID#24-9837](#) Minutes for the Parks, Recreation & Forestry Board meeting of April 22, 2024.

**Attachments:** [prmn240422 \(PRF Board Minutes for April 22, 2024\)-DRAFT](#)

**A motion was made by Johnson, seconded by Huemmer, that the Minutes for the Parks, Recreation & Forestry Board meeting of April 22, 2024 be approved. The motion carried by the following vote:**

**Aye:** 6 - Jennifer Wallner, Eric Huemmer, Sarah Smith, Erica Yoss, Steve Johnson and Paul Wuteska

**Absent:** 2 - John Schmitz and Jack Wells

4. Discussion/Decision Items

- A. [ID#24-9834](#) Review and act on (recommendation to Common Council) proposed resolution to apply for federal funded Urban Forestry Inflation Reduction Act Grants (Program administered by the WI DNR).

**Attachments:** [DRAFT-IRA Urban Forestry Grant Application Resolution](#)

*Ald Wells arrived at 5:37 pm*

**A motion was made by Ald. Wuteska, seconded by Yoss, that a recommendation for Common Council to approve the proposed resolution to apply for federal funded Urban Forestry Inflation Reduction Act Grants (Program administered by the WI DNR) be approved. The motion carried by the following vote:**

**Aye:** 7 - Jennifer Wallner, Eric Huemmer, Sarah Smith, Erica Yoss, Jack Wells, Steve Johnson and Paul Wuteska

**Absent:** 1 - John Schmitz

- B.** [ID#24-9838](#) Review and act on (recommendation to Common Council) proposed Event Vendor Agreement with 18 Acres Hospitality LLC, for the 2024 Waukesha Oktoberfest community event.

**Attachments:** [Common Council Cover Sheet - Oktoberfest Contact 2024](#)  
[2024 Oktoberfest Vendor Agreement - 18 Acres](#)

**A motion was made by Johnson, seconded by Ald. Wuteska, that a recommendation for Common Council to approve the proposed Event Vendor Agreement with 18 Acres Hospitality LLC, for the 2024 Waukesha Oktoberfest community event be approved. The motion carried by the following vote:**

**Aye:** 7 - Jennifer Wallner, Eric Huemmer, Sarah Smith, Erica Yoss, Jack Wells, Steve Johnson and Paul Wuteska

**Absent:** 1 - John Schmitz

- C.** [ID#24-9839](#) Review and act on (recommendation to Common Council) proposed Event Vendor Agreement with Mama Ducky's Desserts LLC, for the 2024 Waukesha Oktoberfest community event.

**Attachments:** [Common Council Cover Sheet - Oktoberfest Contact 2024](#)  
[2024 Oktoberfest Vendor Agreement - Mama Ducky's Dessert](#)

**A motion was made by Huemmer, seconded by Wallner, that a recommendation for Common Council to approve the proposed Event Vendor Agreement with Mama Ducky's Desserts LLC, for the 2024 Waukesha Oktoberfest community event be approved. The motion carried by the following vote:**

**Aye:** 7 - Jennifer Wallner, Eric Huemmer, Sarah Smith, Erica Yoss, Jack Wells, Steve Johnson and Paul Wuteska

**Absent:** 1 - John Schmitz

- D.** [ID#24-9840](#) Review and act on (recommendation to Common Council) proposed Event Vendor Agreement with Bo's Schnitzelbunker LLC, for the 2024 Waukesha Oktoberfest community event.

**Attachments:** [Common Council Cover Sheet - Oktoberfest Contact 2024](#)  
[2024 Oktoberfest Vendor Agreement - Bo's Schnitzelbunker](#)

**A motion was made by Huemmer, seconded by Ald. Wells that a recommendation for Common Council to approve the proposed Event Vendor Agreement with Bo's Schnitzelbunker LLC, for the 2024 Waukesha Oktoberfest community event be approved. The motion carried by the following vote:**

**Aye:** 7 - Jennifer Wallner, Eric Huemmer, Sarah Smith, Erica Yoss, Jack Wells, Steve Johnson and Paul Wuteska

**Absent:** 1 - John Schmitz

- E. [ID#24-9841](#) Review and act on (recommendation to Common Council) proposed Event Vendor Agreement with Ray Stelzer, d.b.a. Kleines Bayern Gourmet Roasted Nuts, for the 2024 Waukesha Oktoberfest community event.

**Attachments:** [Common Council Cover Sheet - Oktoberfest Contact 2024](#)  
[2024 Oktoberfest Vendor Agreement - Kleines Bayern](#)

**A motion was made by Ald. Wuteska, seconded by Ald. Wells, that a recommendation for Common Council to approve the proposed Event Vendor Agreement with Ray Stelzer, d.b.a. Kleines Bayern Gourmet Roasted Nuts, for the 2024 Waukesha Oktoberfest community event be approved. The motion carried by the following vote:**

**Aye:** 7 - Jennifer Wallner, Eric Huemmer, Sarah Smith, Erica Yoss, Jack Wells, Steve Johnson and Paul Wuteska

**Absent:** 1 - John Schmitz

- F. [ID#24-9842](#) Review and act on (recommendation to Common Council) proposed Event Vendor Agreement with Firstline Forge LLC for the 2024 Waukesha Oktoberfest community event.

**Attachments:** [Common Council Cover Sheet - Oktoberfest Contact 2024](#)  
[2024 Oktoberfest Vendor Agreement - Firstline Forge LLC](#)

**A motion was made by Ald. Wells, seconded by Wallner, that a recommendation for Common Council to approve the proposed Event Vendor Agreement with Firstline Forge LLC for the 2024 Waukesha Oktoberfest community event be approved. The motion carried by the following vote:**

**Aye:** 7 - Jennifer Wallner, Eric Huemmer, Sarah Smith, Erica Yoss, Jack Wells, Steve Johnson and Paul Wuteska

**Absent:** 1 - John Schmitz

- G. [ID#24-9843](#) Review and act on (recommendation to Common Council) proposed Event Vendor Agreement with Robert Younger, Younger's Woodery for the 2024 Waukesha Oktoberfest community event.

**Attachments:** [Common Council Cover Sheet - Oktoberfest Contact 2024](#)  
[2024 Oktoberfest Vendor Agreement - Younger's Woodery](#)

**A motion was made by Wallner, seconded by Yoss, that a recommendation for Common Council to approve the proposed Event Vendor Agreement with Robert Younger, Younger's Woodery for the 2024 Waukesha Oktoberfest community event be approved. The motion carried by the following vote:**

**Aye:** 7 - Jennifer Wallner, Eric Huemmer, Sarah Smith, Erica Yoss, Jack Wells, Steve Johnson and Paul Wuteska

**Absent:** 1 - John Schmitz

- H. [ID#24-9844](#) Review and act on (recommendation to Common Council) proposed Event Vendor Agreement with Public Safety Cadets Post 178 for the 2024

Waukesha Oktoberfest community event.

**Attachments:** [Common Council Cover Sheet - Oktoberfest Contact 2024](#)  
[2024 Oktoberfest Vendor Agreement - Public Safety Cadets Post 178](#)

**A motion was made by Huemmer, seconded by Wallner, that a recommendation for Common Council to approve the proposed Event Vendor Agreement with Public Safety Cadets Post 178 for the 2024 Waukesha Oktoberfest community event be approved. The motion carried by the following vote:**

**Aye:** 7 - Jennifer Wallner, Eric Huemmer, Sarah Smith, Erica Yoss, Jack Wells, Steve Johnson and Paul Wuteska

**Absent:** 1 - John Schmitz

- I. [ID#24-9845](#) Review and act on (recommendation to Common Council) proposed Event Vendor Agreement with the Waukesha Lions Club for the 2024 Waukesha Oktoberfest community event.

**Attachments:** [Common Council Cover Sheet - Oktoberfest Contact 2024](#)  
[2024 Oktoberfest Vendor Agreement - Waukesha Lions Club](#)

**A motion was made by Johnson, seconded by Ald. Wuteska, that a recommendation for Common Council to approve the proposed Event Vendor Agreement with the Waukesha Lions Club for the 2024 Waukesha Oktoberfest community event be approved. The motion carried by the following vote:**

**Aye:** 7 - Jennifer Wallner, Eric Huemmer, Sarah Smith, Erica Yoss, Jack Wells, Steve Johnson and Paul Wuteska

**Absent:** 1 - John Schmitz

- J. [ID#24-9846](#) Review and act on (recommendation to Common Council) proposed Event Vendor Agreement with the Waukesha Sunrise Rotary Club Charitable Fund, Inc. for the 2024 Waukesha Oktoberfest community event.

**Attachments:** [Common Council Cover Sheet - Oktoberfest Contact 2024](#)  
[2024 Oktoberfest Vendor Agreement - Sunrise Rotary](#)

**A motion was made, seconded by Huemmer, that a recommendation for Common Council to approve the proposed Event Vendor Agreement with the Waukesha Sunrise Rotary Club Charitable Fund, Inc. for the 2024 Waukesha Oktoberfest community event be approved. The motion carried by the following vote:**

**Aye:** 7 - Jennifer Wallner, Eric Huemmer, Sarah Smith, Erica Yoss, Jack Wells, Steve Johnson and Paul Wuteska

**Absent:** 1 - John Schmitz

- K. [ID#24-9847](#) Review and act on (recommendation to Common Council) proposed Event Vendor Agreement with the Waukesha Citizens Police Academy Association, Inc. for the 2024 Waukesha Oktoberfest community event.

**Attachments:** [Common Council Cover Sheet - Oktoberfest Contact 2024](#)

[2024 Oktoberfest Vendor Agreement - Waukesha Citizens Police Academy Association](#)

**A motion was made by Ald. Wuteska that a recommendation for Common Council to approve the proposed Event Vendor Agreement with the Waukesha Citizens Police Academy Association, Inc. for the 2024 Waukesha Oktoberfest community event approved. The motion carried by the following vote:**

**Aye:** 7 - Jennifer Wallner, Eric Huemmer, Sarah Smith, Erica Yoss, Jack Wells, Steve Johnson and Paul Wuteska

**Absent:** 1 - John Schmitz

- L. [ID#24-9848](#) Review and act on (recommendation to Common Council) proposed Beverage Service Contract with North Pillar Brewing Company for the 2024 Jazz at Cutler Park Concerts.

**Attachments:** [Common Council Cover Sheet - Beverage Service Contract - Jazz Concerts - Boehm & Hocking LLC 2024](#)  
[2024 Beverage Service Contract - Jazz Concerts - Boehm & Hocking LLC](#)

**A motion was made, seconded by Yoss, that a recommendation for Common Council to approve the proposed Beverage Service Contract with North Pillar Brewing Company for the 2024 Jazz at Cutler Park Concerts be approved. The motion carried by the following vote:**

**Aye:** 7 - Jennifer Wallner, Eric Huemmer, Sarah Smith, Erica Yoss, Jack Wells, Steve Johnson and Paul Wuteska

**Absent:** 1 - John Schmitz

## 5. Board President Report

*No Action Required*

## 6. Director and Staff Report

*No Action Required*

## 7. Adjournment

*Meeting adjourned at 6:26 pm*

" 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. Attend this meeting in person or watch live at <https://waukesha.legistar.com/calendar.aspx> (due to technical circumstances, the live stream may not always be available).

