



# City of Waukesha

1900 Aviation Drive  
Waukesha, WI 53188

## Meeting Agenda - Final

### Parks, Recreation and Forestry Board

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Monday, September 9, 2024

5:30 PM

Training Room, City Hall

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1. Call to Order

2. Public Comment

*City Residents & Taxpayers Only – Limited to three minutes/speaker, ending at 6:00 pm.*

3. Approval of Minutes

A. [ID#24-10666](#) Minutes for the Parks, Recreation & Forestry Board meeting of August 19, 2024.

**Attachments:** [prmn240819 \(PRF Board Minutes for August 19, 2024\)-DRAFT](#)

4. Discussion/Decision Items

A. [ID#24-10667](#) Review and act on (recommendation to Common Council) proposed easement with MetalTek International, Inc. for a sanitary sewer lateral in Frame Park.

**Attachments:** [Common Council Cover Sheet - Park Easement - Frame Park Metaltek Sept 20](#)  
[Proposed Easement - Frame Park - Metaltek International, Inc. with Exhibit 202.](#)

B. [ID#24-10668](#) Review and act on proposed commemorative marker associated with the land dedication/donation for Oaks Park.

**Attachments:** [Oaks Park Playground - Commemorative Monument Request](#)  
[Oaks Park-Park & Facility Naming Policy](#)  
[Oaks Park-Example of Stone with Plaque Marker](#)

C. [ID#24-10669](#) Review and act on (recommendation to Common Council) proposed underground distribution easement with WE Energies associated with Prairie Park.

**Attachments:** [Common Council Cover Sheet - Park Easement - Prairie Park We Energies 202](#)  
[Proposed Easement - Prairie Park - We Energies Rev 81624 2024](#)

- D. [ID#24-10670](#) Review and act on (recommendation to Common Council) proposed grant agreement associated with the Public Health CHIP Funding Healthy Aging Program through Waukesha County.
- Attachments:** [2024 Program Description - Ballroom Basics - CHIP Grant](#)  
[DRAFT Recreation Services Contract 2024 - Ballroom Basics for Balance - Chip](#)
- E. [ID#24-10671](#) Review and act on proposed 2025 Special Areas Rental Policies & Procedures.
- Attachments:** [Special Areas Fees and Policies Proposed 2025 Updates](#)
- F. [ID#24-10672](#) Review and act on proposed 2025 Building Rental Policies & Procedures.
- Attachments:** [Building Policies and Fees Proposed 2025 Updates](#)
- G. [ID#24-10673](#) Review and act on proposed 2025 Park Shelter Rental Policies & Procedures.
- Attachments:** [Park Shelter Fees and Policies Proposed 2025 Updates](#)
- H. [ID#24-10674](#) Review and act on (recommendation to Finance Committee) proposed 2025-2029 Executive Community Investment Program (CIP) Budget for the Parks, Recreation & Forestry Department.
- Attachments:** [2025-2029 Executive CIP Budget Book Parks, Recreation & Forestry](#)  
[2025 CIP Requested Fleet Book](#)

5. Board President Report

6. Director and Staff Report

7. Adjournment

" 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).