



City of Waukesha

1900 Aviation Drive
Waukesha, WI 53188

Meeting Minutes - Final

Parks, Recreation and Forestry Board

Monday, September 17, 2018

6:00 PM Parks Recreation and Forestry

Administration and
Service Center

1. Call to Order

Present 8 - Merchle, Vehlow, Volpano, Wells, Schmitz, Riebel, Thurston, and Johnson

2. Public Comment

No Action Required

3. Approval of Minutes

[ID#18-1428](#) Approve minutes of the Parks, Recreation and Forestry Board meeting of June 25, 2018.

Attachments: [mn180625 \(Minutes June 25, 2018\) DRAFT.pdf](#)

A motion was made by Johnson, seconded by Thurston, that the Parks, Recreation and Forestry Board meeting of June 25, 2018 minutes be approved. The motion carried by the following vote:

Aye: 8 - Merchle, Vehlow, Volpano, Wells, Schmitz, Riebel, Thurston and Johnson

[ID#18-1429](#) Approve minutes of the Parks, Recreation and Forestry Board meeting of August 20, 2018.

Attachments: [mn180820 \(Minutes August 20, 2018\) DRAFT.pdf](#)

A motion was made by Merchle, seconded by Vehlow, that the Parks, Recreation and Forestry Board meeting of August 20, 2018 minutes be approved. The motion carried by the following vote:

Aye: 8 - Merchle, Vehlow, Volpano, Wells, Schmitz, Riebel, Thurston and Johnson

4. Discussion/Decision Items

A. [ID#18-1420](#) Approve appointment(s) of proposed Senior Program Advisory Committee member(s).

Attachments: [Joan Vehlow Application 2018.pdf](#)
[Jon Kraatz Application 2018.pdf](#)

A motion was made by Johnson, seconded by Volpano, that the appointment(s) of proposed Senior Program Advisory Committee member(s) be approved. The motion carried by the following vote:

Aye: 8 - Merchle, Vehlow, Volpano, Wells, Schmitz, Riebel, Thurston and Johnson

- B.** [ID#18-1421](#) Review and discussion of Public Facility Design, Construction and Management Contract and general project update associated with Mindiola Park.

Attachments: [Mindiola Park Proposal.pdf](#)
[Mindiola Park Contract 8.28.pdf](#)
[Updated- Waukesha-Big Top Contract 9.4.pdf](#)

No Action Required

- C.** [ID#18-1422](#) Fall 2018 Public Street Tree Planting Program Public Hearing - Open Public Hearing.

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

Aye: 8 - Merchle, Vehlow, Volpano, Wells, Schmitz, Riebel, Thurston and Johnson

- D.** [ID#18-1423](#) Fall 2018 Public Street Tree Planting Program - Close Public Hearing.

A motion was made by Johnson, seconded by Wells, that the Fall 2018 Public Street Tree Planting Program be closed. The motion carried by the following vote:

Aye: 8 - Merchle, Vehlow, Volpano, Wells, Schmitz, Riebel, Thurston and Johnson

- E.** [ID#18-1424](#) Recommend that the Common Council set a Public Hearing, on a date to be determined, regarding the assessment for the Fall 2018 Public Street Planting Program, said cost to be \$220.00 per tree.

Attachments: [Planting Program Memo\(Fall\).pdf](#)
[Planting SummaryFall2018.pdf](#)
[Tree Planting Assessment History.pdf](#)
[Forestry - Maintenance History 2018.pdf](#)

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

Aye: 8 - Merchle, Vehlow, Volpano, Wells, Schmitz, Riebel, Thurston and Johnson

- F.** [ID#18-1426](#) Approve proposal to enter into a contract with Wallace Tree and Landscape to perform street tree removal services.

Attachments: [Cover Sheet -Wallace Tree Care Removal Contract 2018.pdf](#)
[2018 Tree Removal Contract.pdf](#)
[Tree Removal Bidders List.pdf](#)

A motion was made by Merchle, seconded by Vehlow, that a recommendation to the Common Council to enter into a contract with Wallace Tree and Landscape to perform street tree removal services be approved. The motion carried by the following vote:

Aye: 8 - Merchle, Vehlow, Volpano, Wells, Schmitz, Riebel, Thurston and Johnson

5. Board President Report

No Action Required

6. Director and Staff Report

No Action Required

7. Adjournment

A motion was made by Steve Johnson, seconded by Wayne Merchle, that this meeting be adjourned. The motion carried by the following vote:

Aye: 8 - Merchle, Vehlow, Volpano, Wells, Schmitz, Riebel, Thurston and Johnson