



City of Waukesha

1900 Aviation Drive
Waukesha, WI 53188

Meeting Minutes - Final

Parks, Recreation and Forestry Board

Monday, July 21, 2025

5:30 PM

Council Chambers, City Hall

1. Call to Order

Present 6 - Rico Camacho, Eric Huemmer, Steve Johnson, Sarah Roth, Jennifer Wallner, and Erica Yoss

Absent 2 - John Schmitz, and Jack Wells

2. Public Comment

No Action Required.

3. Approval of Minutes

[ID#25-01711](#) Draft PRF Board Minutes 6.16.2025

Attachments: [MeetingMinutes16-Jun-2025-10-56-38](#)

A motion was made by Johnson, seconded by Huemmer, that this Minutes be approved. The motion carried by the following vote:

Aye: 6 - Rico Camacho, Eric Huemmer, Steve Johnson, Sarah Roth, Jennifer Wallner and Erica Yoss

Absent: 2 - John Schmitz and Jack Wells

5. Discussion/Decision Items

Present 7 - Rico Camacho, Eric Huemmer, Steve Johnson, Sarah Roth, John Schmitz, Jennifer Wallner, and Erica Yoss

Absent 1 - Jack Wells

- A.** [ID#25-01710](#) Review and possible action on (recommendation to Common Council) proposed Recreation Services Contract regarding 2025-26 "Foxtale" 4K program contract with the School District of Waukesha.

Attachments: [Common Council Cover Sheet - Recreation Services Contract - School District of Waukesha 4K Contract 2025-2026](#)
[Foxtale - City of Waukesha 25-26 SDW Contract](#)

A motion was made by Wallner, seconded by Roth, that this Discussion and Recommendation be approved. The motion carried by the following vote:

Aye: 7 - Rico Camacho, Eric Huemmer, Steve Johnson, Sarah Roth, John Schmitz, Jennifer Wallner and Erica Yoss

Absent: 1 - Jack Wells

- B.** [ID#25-01707](#) Review and possible action on (recommendation to Common Council) proposed contract with Damon Farber Landscape Architects, Inc. for development of a City-wide Bicycle-Pedestrian Wayfinding/Signage Plan.

Attachments: [City of Waukesha Cover Sheet - Bike Ped Wayfinding Signage Contract](#)
[Bike Ped Wayfinding Damon Farber - City of Waukesha Contract v2-DF SIGNED 2025.07.15](#)

A motion was made by Johnson, seconded by Huemmer, that this Discussion and Recommendation be approved. The motion carried by the following vote:

Aye: 7 - Rico Camacho, Eric Huemmer, Steve Johnson, Sarah Roth, John Schmitz, Jennifer Wallner and Erica Yoss

Absent: 1 - Jack Wells

- C.** [ID#25-01709](#) Review and possible action on proposed 2025 Fall Season Recreation Program Fees /Charges Schedule.

Attachments: [Fee's and Charges Final Fall 2025](#)

A motion was made by Roth, seconded by Schmitz, that this Discussion and Recommendation be approved. The motion carried by the following vote:

Aye: 7 - Rico Camacho, Eric Huemmer, Steve Johnson, Sarah Roth, John Schmitz, Jennifer Wallner and Erica Yoss

Absent: 1 - Jack Wells

- D.** [ID#25-01708](#) Review and possible action on proposed revisions to Athletic Facilities Policies & Procedures (Handbook).

Attachments: [Athletic Facility Handbook 2026 Proposed](#)

A motion was made by Roth, seconded by Ald. Camacho, that this Discussion and Recommendation be approved. The motion carried by the following vote:

Aye: 7 - Rico Camacho, Eric Huemmer, Steve Johnson, Sarah Roth, John Schmitz, Jennifer Wallner and Erica Yoss

Absent: 1 - Jack Wells

- E.** [PC25-0135](#) Review and possible action on proposed equipment purchase of (1) Stump Grinder – Approved 2025 Fleet CIP Budget.

Attachments: [2025 Fleet CIP Stump Grinder #56 Replacement 7.21.2025](#)

A motion was made by Ald. Camacho, seconded by Wallner, that this Discussion and Recommendation be approved. The motion carried by the following vote:

Aye: 7 - Rico Camacho, Eric Huemmer, Steve Johnson, Sarah Roth, John Schmitz, Jennifer Wallner and Erica Yoss

Absent: 1 - Jack Wells

6. Board President Report
7. Director and Staff Report
8. 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).