



# City of Waukesha

1900 Aviation Drive  
Waukesha, WI 53188

## Meeting Minutes - Final

### Parks, Recreation and Forestry Board

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Monday, February 28, 2022

5:30 PM

Council Chambers, City Hall

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#### 1. Call to Order

**Present** 5 - Joan Vehlow, Amy Riebel, Jennifer Wallner, Steve Johnson, and Jack Wells

**Absent** 2 - John Schmitz, and Eric Huemmer

#### 2. Public Comment

*No Action Required*

#### 3. Approval of Minutes

- A. [ID#22-3696](#) Minutes for the Parks, Recreation & Forestry Board Meeting of January 17, 2022.

**Attachments:** [prmn220117 \(PRF Board Minutes for January 17, 2022\) DRAFT](#)

**A motion was made by Alderman Johnson, seconded by Alderman Wells, that the Minutes for the Parks, Recreation & Forestry Board Meeting of January 17, 2022 be approved. The motion carried by the following vote:**

**Aye:** 5 - Joan Vehlow, Amy Riebel, Jennifer Wallner, Steve Johnson and Jack Wells

**Absent:** 2 - John Schmitz and Eric Huemmer

#### 4. Discussion/Decision Items

- A. [ID#22-3697](#) Review and act on proposed 2022 Springs Park usage contract with the Waukesha YMCA.

**Attachments:** [2022 Council Cover Sheet - Springs Contract](#)  
[2022 YMCA-Springs Park Contract](#)

**A motion was made by Alderman Johnson, seconded by Alderman Wells, that the proposed 2022 Springs Park usage contract with the Waukesha YMCA be approved. The motion carried by the following vote:**

**Aye:** 5 - Joan Vehlow, Amy Riebel, Jennifer Wallner, Steve Johnson and Jack Wells

**Absent:** 2 - John Schmitz and Eric Huemmer

- B. [ID#22-3698](#) Review and act on special use requests associated with 2022 Memorial Day and Veterans Day community events conducted by the Waukesha

Allied Veterans Council.

**Attachments:** [2022 Waukesa Allied Veterans Council](#)

A motion was made by Wallner, seconded by Vehlow, that the proposed special use requests associated with 2022 Memorial Day and Veterans Day community events conducted by the Waukesha Allied Veterans Council be approved. The motion carried by the following vote:

**Aye:** 5 - Joan Vehlow, Amy Riebel, Jennifer Wallner, Steve Johnson and Jack Wells

**Absent:** 2 - John Schmitz and Eric Huemmer

- C. [ID#22-3699](#) Review and act on proposed agreement with TruGreen Lawn Care to provide fertilization and weed control services on various City/park properties.

**Attachments:** [2022 Council Cover Sheet - Fertilizer & Weed Control Contract](#)  
[2022 Fertilizer Weed Control Bid](#)

A motion was made by Alderman Wells, seconded by Vehlow, that the proposed agreement with TruGreen Lawn Care to provide fertilization and weed control services on various City/park properties be approved. The motion carried by the following vote:

**Aye:** 5 - Joan Vehlow, Amy Riebel, Jennifer Wallner, Steve Johnson and Jack Wells

**Absent:** 2 - John Schmitz and Eric Huemmer

- D. [ID#22-3700](#) Review and act on proposed 2022 Recreation Seasonal Staff Wage Schedule.

**Attachments:** [2022 Recreation Seasonal Salary Schedule](#)

A motion was made by Wallner, seconded by Riebel, that the proposed 2022 Recreation Seasonal Staff Wage Schedule be approved. The motion carried by the following vote:

**Aye:** 5 - Joan Vehlow, Amy Riebel, Jennifer Wallner, Steve Johnson and Jack Wells

**Absent:** 2 - John Schmitz and Eric Huemmer

- E. [ID#22-3701](#) Review and act on proposed sponsorship agreement amendment and addendum with Meijer Great Lakes Limited Partnership.

**Attachments:** [2022 Cover Sheet - Tribute Tuesday Meijer Agreement](#)  
[Meijer - City of Waukesha Amendment to MSA Master 2.24.22](#)  
[Meijer -City of Waukesha Sponsorship Addendum 2.25.22](#)  
[Meijer-City of Waukesha Master Agreement 03182019- FULLY EXECUTED](#)

A motion was made by Alderman Wells, seconded by Vehlow, that the proposed sponsorship agreement amendment and addendum with Meijer Great Lakes Limited Partnership be approved. The motion carried by the following vote:

**Aye:** 5 - Joan Vehlow, Amy Riebel, Jennifer Wallner, Steve Johnson and Jack Wells

**Absent:** 2 - John Schmitz and Eric Huemmer

- F. [ID#22-3702](#) Review and act on proposed Recreation Services contract with The National Basketball Academy.

**Attachments:** [Cover Sheet - Recreation Service Contracts National 2022 The National Basketball Academy Contract](#)

**A motion was made by Riebel, seconded by Alderman Wells, that the proposed Recreation Services contract with The National Basketball Academy be approved. The motion carried by the following vote:**

**Aye:** 5 - Joan Vehlow, Amy Riebel, Jennifer Wallner, Steve Johnson and Jack Wells

**Absent:** 2 - John Schmitz and Eric Huemmer

- G. [ID#22-3703](#) Review and act on proposed Recreation Services contract with Challenger Sports.

**Attachments:** [Cover Sheet - Recreation Service Contracts Challenger 2022 Challenger Sports Contract](#)

**A motion was made by Wallner, seconded by Vehlow, that the proposed Recreation Services contract with Challenger Sports be approved. The motion carried by the following vote:**

**Aye:** 5 - Joan Vehlow, Amy Riebel, Jennifer Wallner, Steve Johnson and Jack Wells

**Absent:** 2 - John Schmitz and Eric Huemmer

- H. [ID#22-3704](#) Review and act on proposed Recreation Services contract with Youth Cricket Wisconsin.

**Attachments:** [Cover Sheet - Recreation Service Contracts Cricket 2022 Youth Cricket Wisconsin Contract](#)

**A motion was made by Wallner, seconded by Alderman Wells, that the proposed Recreation Services contract with Youth Cricket Wisconsin be approved. The motion carried by the following vote:**

**Aye:** 5 - Joan Vehlow, Amy Riebel, Jennifer Wallner, Steve Johnson and Jack Wells

**Absent:** 2 - John Schmitz and Eric Huemmer

- I. [ID#22-3705](#) Review and act on proposed Recreation Services contract with Hooper Hands Basketball Academy.

**Attachments:** [Cover Sheet - Recreation Service Contracts Hooper 2022 Hoopers Hands Contract](#)

**A motion was made by Wallner, seconded by Alderman Wells, that the proposed**

**Recreation Services contract with Hooper Hands Basketball Academy be approved. The motion carried by the following vote:**

**Aye:** 5 - Joan Vehlow, Amy Riebel, Jennifer Wallner, Steve Johnson and Jack Wells

**Absent:** 2 - John Schmitz and Eric Huemmer

- J. [ID#22-3706](#) Review and act on proposed Recreation Services contract with Spring Sportz, LLC.

**Attachments:** [Cover Sheet - Recreation Service Contracts Spring Sportz 2022 Spring Sportz, LLC Contract](#)

**A motion was made by Alderman Wells, seconded by Vehlow, that the proposed Recreation Services contract with Spring Sportz, LLC be approved. The motion carried by the following vote:**

**Aye:** 5 - Joan Vehlow, Amy Riebel, Jennifer Wallner, Steve Johnson and Jack Wells

**Absent:** 2 - John Schmitz and Eric Huemmer

- K. [ID#22-3707](#) Review and act on proposed Recreation Services contract with Treetop Explorer, LLC.

**Attachments:** [Cover Sheet - Recreation Service Contracts Treetop 2022 Treetop Explorer, LLC Contract](#)

**A motion was made by Wallner, seconded by Riebel, that the proposed Recreation Services contract with Treetop Explorer, LLC be approved. The motion carried by the following vote:**

**Aye:** 5 - Joan Vehlow, Amy Riebel, Jennifer Wallner, Steve Johnson and Jack Wells

**Absent:** 2 - John Schmitz and Eric Huemmer

- L. [ID#22-3708](#) Award Bid: Printing of 2022 Seasonal Activity Guides (3).

**Attachments:** [2022 Activity Guide BID emailed](#)  
[2022 Activity Guide - bidder list](#)

**A motion was made by Wallner, seconded by Alderman Wells, that the Printing of the 2022 Season Activity Guides (3) be awarded to American Litho for \$49,840.00 be approved. The motion carried by the following vote:**

**Aye:** 5 - Joan Vehlow, Amy Riebel, Jennifer Wallner, Steve Johnson and Jack Wells

**Absent:** 2 - John Schmitz and Eric Huemmer

- M. [ID#22-3709](#) Review and act on proposed 2022 Program Policies and Procedures (as published in seasonal Activity Guides).

**Attachments:** [2022 Activity Guide Policies](#)

**A motion was made by Alderman Wells, seconded by Vehlow, that the proposed**

**2022 Program Policies and Procedures (as published in seasonal Activity Guides) be approved. The motion carried by the following vote:**

**Aye:** 5 - Joan Vehlow, Amy Riebel, Jennifer Wallner, Steve Johnson and Jack Wells

**Absent:** 2 - John Schmitz and Eric Huemmer

5. Board President Report

*No Action Required*

6. Director and Staff Report

*No Action Required*

7. Adjournment

**A motion was made by Jennifer Wallner, seconded by Alderman Jack Wells, that this meeting be adjourned. The motion carried by the following vote:**

**Aye:** 5 - Joan Vehlow, Amy Riebel, Jennifer Wallner, Steve Johnson and Jack Wells

**Absent:** 2 - John Schmitz and Eric Huemmer

" 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.