



City of Waukesha

1900 Aviation Drive
Waukesha, WI 53188

Meeting Agenda - Final

Parks, Recreation and Forestry Board

Monday, March 17, 2025

5:30 PM

Council Chambers, City Hall

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#25-00513](#) Minutes for the Parks, Recreation & Forestry Board meeting of February 17, 2025.

Attachments: [prmn250217 \(PRF Board Minutes for February 17, 2025\)DRAFT](#)

4. Discussion/Decision Items

- A. [ID#25-00495](#) Review and act on (recommendation to Common Council) proposed Park Activities Contract with Libertas Institute/ Bentley, Briggs & Lynch PLLC to provide Children's Entrepreneur Market events in Cutler Park at designated Movie Nights.

Attachments: [Cover Sheet Libertas Institute Childrens Entrepreneur Market Movie in the Park](#)
[Libertas Institute Childrens Entrepreneur Market Monday Movies in the Park 20](#)

- B. [ID#25-00497](#) Review and act on (recommendation to Common Council) proposed Beverage Services Contract with Steelhead Aleworks , LLC for 2025 Independence Day Fireworks Show at Lowell Park.

Attachments: [Cover Sheet Steelhead Aleworks LLC 7.3.25](#)
[Parks-Beverage Service Contract-Steelhead Aleworks July 3.2025](#)

- C. [ID#25-00498](#) Review and act on (recommendation to Common Council) proposed Beverage Services Contract with Raised Grain Brewing Company, LLC for 2025-2027 Tribute Tuesday Concert events.

Attachments: [Cover Sheet Raised Grain TT Service 2025](#)
[Parks-Beverage Service Contract-Raised Grain 2025-2027](#)

- D. [ID#25-00499](#) Review and act on Special Use Request received from the Waukesha Allied Veterans Council regarding 2025 Memorial Day and Veterans Day events proposed for Veterans and Cutler Parks.

- E. [ID#25-00501](#) Review and act on (recommendation to Common Council) proposed Street Median Island Mowing and Trimming, 2-Year (2025 & 2026) Services Contract with The Happy Mower.
- Attachments:** [2025 Median mowing council cover letter](#)
[2025 City Street Median Mowing Contract](#)
- F. [ID#25-00502](#) Review and act on proposed equipment purchase of (1) 11' Cut Wide Area Mower – Approved 2025 Fleet CIP Budget.
- Attachments:** [2025 Fleet CIP Toro Wide Area Mower #103 Replacement PRFB 3.17.2025](#)
- G. [ID#25-00504](#) Review and act on proposed 2025 Summer Season Recreation Program Fees /Charges Schedule.
- Attachments:** [Fees and Charges Summer 2025](#)
- H. [ID#25-00505](#) Review and act on proposed 2025 Pool Program, Season and Fees/Charges Schedule.
- Attachments:** [2025 Pool Fees and Charges](#)
- I. [ID#25-00506](#) Review and act on (recommendation to Common Council) proposed 2025 Summer Jazz at Cutler Park Music Performance Contracts.
- Attachments:** [Cover Sheet - Jazz at Cutler Park 2025 Performance Contracts](#)
[Ellen Winters 16 July 2025](#)
[Opus 23 Jul 2025](#)
[Command Performance 9 Jul 2025](#)
[Carmen Nickerson 7-30-25](#)
[Brian Dale Group 2 July 2025](#)
- J. [ID#25-00507](#) Review and act on (recommendation to Common Council) proposed Recreation Program Services contracts.
- Attachments:** [Cover Sheet Recreation Service Contracts](#)
[Cover Sheet Recreation Service Contracts](#)
[Challenge Island of Greater Milwaukee 2025](#)
[Hopkins Sports Camps LLC 2025](#)
[Kellar Dance Studio Contract 2025](#)
[Orange Shoe Fitness 2025](#)
[Tae Kwon Do Contract 2025](#)
[Tree Top Explorer LLC 2025](#)

- K. [ID#25-00508](#) Review and act on (recommendation to Common Council) proposed 2025 Waukesha Oktoberfest Event Vendor Agreements.

Attachments: [Cover Sheet Oktoberfest 2025](#)
[2025 Oktoberfest-Firstline Forge LLC](#)
[2025 Oktoberfest-KAI O D KARVINGS LLC](#)
[2025 Waukesha Lions Club Oktoberfest Agreement-](#)
[2025Mama Ducky's Desserts Oktoberfest Agreement-DRAFT](#)
[2025Sunrise Rotary Oktoberfest Agreement](#)
[2025Waukesha Citizens Police Academy Association](#)
[2025 18 Acres Oktoberfest Agreement-](#)
[2025 Bo's Schnitzelbunker Oktoberfest Agreement-](#)
[2025 Kleines Bayern Oktoberfest Agreement](#)
[2025 Oktoberfest - Nailbenders Carpentry Glockenspiel](#)

- L. [ID#25-00509](#) Review and act on (recommendation to Common Council) proposed Drone Light Show Contract (Waukesha Oktoberfest) with BCI Entertainment, LLC.

Attachments: [Cover Sheet BCI Entertainment LLC drone shows Oktoberfest 2025](#)
[BCI Entertainment LLC Drone Show Contract Oktoberfest 2025](#)

- M. [ID#25-00510](#) Review and act on (recommendation to Common Council) proposed 2025 Springs Park usage contract with the Waukesha YMCA..

Attachments: [Common Council Cover Sheet - YMCA Contract 2025](#)
[YMCA-Springs Park Contract 2025](#)

- N. [ID#25-00511](#) Review and act on proposed 2025 Recreation Seasonal Staff Wage Schedule.

Attachments: [Proposed 2025 Recreation Seasonal Wage Schedule](#)

- O. [ID#25-00512](#) Review and act on proposed updates to the Waukesha Independence Day Parade Participation Application.

Attachments: [Proposed Parade Participation Application Form](#)

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).