



City of Waukesha

1900 Aviation Drive
Waukesha, WI 53188

Meeting Minutes - Draft

Parks, Recreation and Forestry Board

Monday, September 19, 2016

6:00 PM Parks Recreation and Forestry

Administration and
Service Center

1. Call to Order

Present 5 - Hall, Vehlow, Merchle, Volpano, and Hoppe

Absent 2 - C. Payne, and Johnson

2. Public Comment

No Action Required

3. Matter of Report

[ID#16-1442](#) Recognition of Ben Hunsanger for his years of service as Waukesha School District Representative on the Parks, Recreation & Forestry Board.

No Action Required

4. Special Election of Parks, Recreation & Forestry (PRF) Board President:

[ID#16-1443](#) Open Nominations for PRF Board President

A motion was made by Hall, seconded by Vehlow, that the nominations for PRF Board President be opened and was approved by the following vote:

Aye: 5 - Hall, Vehlow, Merchle, Volpano and Hoppe

Absent: 2 - C. Payne and Johnson

[ID#16-1452](#) Nominations for PRF Board President

Vehlow nominated Jim Hoppe for the PRF Board President.

[LC16-0635](#) Close Nominations for PRF Board President

A motion was made by Vehlow, seconded by Merchle, that the nominations for PRF Board President be closed and was approved by the following vote:

Aye: 5 - Hall, Vehlow, Merchle, Volpano and Hoppe

Absent: 2 - C. Payne and Johnson

[LC16-0636](#) Vote for PRF Board President

A motion was made by Hall that Jim Hoppe be approved for PRF Board President fulfilling his term. The motion carried by the following vote:

Aye: 5 - Hall, Vehlow, Merchle, Volpano and Hoppe

Absent: 2 - C. Payne and Johnson

5. Discussion/Decision Items

[ID#16-1446](#) Discussion/recommendation regarding utility easement request received from WE Energies associated with Rivers Crossing Park.

Attachments: [WE Request-Existing Easement](#)
[WE Request-Letter](#)
[WE Request-Rivers Crossing Pk supplemental easement](#)
[WE Request-Stillwater Villas Development](#)

A motion was made by Hoppe, seconded by Volpano, that the utility easement request received from WE Energies associated with Rivers Crossing Park be approved. The motion carried by the following vote:

Aye: 5 - Hall, Vehlow, Merchle, Volpano and Hoppe

Absent: 2 - C. Payne and Johnson

[ID#16-1453](#) Discussion/decision regarding proposed Downtown Riverwalk Banner signage sponsored by the City of Waukesha Community Development Department.

Attachments: [PR Downtown memo](#)

A motion was made by Merchle, seconded by Volpano, that the proposed Downtown Riverwalk Banner signage sponsored by the City of Waukesha Community Development Department be approved. The motion carried by the following vote:

Aye: 4 - Hall, Merchle, Volpano and Hoppe

Absent: 2 - C. Payne and Johnson

Abstain: 1 - Vehlow

[ID#16-1449](#) Fall 2016 Public Street Tree Planting Program Public Hearing – Open Public Hearing

A motion was made by Hoppe, seconded by Vehlow, that the Fall 2016 Public Street Tree Planting Program Public Hearing be opened. The motion carried by the following vote:

Aye: 5 - Hall, Vehlow, Merchle, Volpano and Hoppe

Absent: 2 - C. Payne and Johnson

[ID#16-1450](#) Fall 2016 Public Street Tree Planting Program Public Hearing – Close Public Hearing

A motion was made by Hoppe, seconded by Vehlow, that the Fall 2016 Public Street Tree Planting Program Public Hearing be closed. The motion carried by the following vote:

Aye: 5 - Hall, Vehlow, Merchle, Volpano and Hoppe

Absent: 2 - C. Payne and Johnson

[ID#16-1451](#) Recommend that the Common Council set a Public Hearing, on a date to be determined, regarding the assessment for the Fall 2016 Public Street Tree Planting Program, said cost to be \$205.00 per tree

Attachments: [Fall 2016 Summary](#)
[Street Tree Planting Program Fall 2016](#)

A motion was made by Hall, seconded by Merchle, to recommend that the Common Council set a Public Hearing, on a date to be determined, regarding the assessment for the Fall 2016 Public Street Tree Planting Program, said cost to be \$205.00 per tree be recommended for approval. The motion carried by the following vote:

Aye: 5 - Hall, Vehlow, Merchle, Volpano and Hoppe

Absent: 2 - C. Payne and Johnson

6. Board President Report

No Action Required

7. Director and Staff Report

No Action Required

8. Adjournment

A motion was made by Jim Hoppe, seconded by Aaron Hall, that this meeting be adjourned. The motion carried by the following vote:

Aye: 5 - Hall, Vehlow, Merchle, Volpano and Hoppe

Absent: 2 - C. Payne and Johnson

"A majority of the 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 an accessible format, please contact Fred Abadi 48 hours prior to the meeting at 524-3600, Fax 524-3898, or the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.