



# City of Waukesha

1900 Aviation Drive  
Waukesha, WI 53188

## Meeting Minutes - Final

### Parks, Recreation and Forestry Board

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Thursday, May 21, 2020

6:30 PM

Virtual Meeting

Public can view the meeting live online:

[https://zoom.us/webinar/register/WN\\_RlxaoPAZSLWicT5EKAH](https://zoom.us/webinar/register/WN_RlxaoPAZSLWicT5EKAH)

YdA

or by calling:

888 788 0099 (Toll Free)

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#### 1. Call to Order

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

#### 2. Approval of Minutes

- A. [ID#20-0407](#) Approve the Minutes of the Parks, Recreation & Forestry Board meeting of February 17, 2020

**Attachments:** [prmn200217 \(Minutes from February 17, 2020\)\\_DRAFT](#)

A motion was made by Merchle, seconded by Vehlows, that the Minutes of the Parks, Recreation & Forestry Board meeting of February 17, 2020 be approved. The motion carried by the following vote:

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

#### 4. Discussion/Decision Items

- A. [ID#20-0619](#) Proposed 2020 Pool (Horeb Springs) Program Season with COVID-19 Precautionary Guidelines

**Attachments:** [2019 Pool Report](#)  
[2020 COVID Budget with Lesson Revenue](#)  
[American Red Cross Swim Lessons - COVID](#)  
[Horeb Pool Proposal 5.19.20](#)  
[ReopeningPoolsCovid19 05202020](#)

A motion was made by Wells, seconded by Merchle, that the proposed 2020 Pool (Horeb Springs) Program Season be cancelled and approved. The motion carried by the following vote:

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

- B. [ID#20-0620](#) Proposed Mass Gatherings of less than 50 people COVID-19

Precautionary Guidelines

**Attachments:** [Mass Gatherings 50 Under-Policy Proposal 5-20-20](#)  
[Wisconsin Sports Services - Safety Guidelines](#)  
[Waukesha-County-issues-guidelines-to-safely-reopen-news-release](#)  
[Youth Sports and Summer Camps Guidance](#)

**A motion was made by Thurston, seconded by Vehlow, that the proposed Mass Gatherings of less than 50 people COVID-19 Precautionary Guidelines be approved. The motion carried by the following vote:**

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

- C. [ID#20-0621](#) Proposed Community Events: July 4th Fireworks, July 4th Parade and Drive-In Movie with COVID-19 Precautionary Guidelines

**Attachments:** [Special Event Proposal 5.20.20](#)

**A motion was made by Merchle, seconded by Wells, that the proposed Community Events: July 4th Fireworks, July 4th Parade and Drive-In Movie with COVID-19 Precautionary Guide be approved. The motion carried by the following vote:**

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

- D. [ID#20-0622](#) Proposed 2020 Summer Activity Guide programs and services

**Attachments:** [Summer Activity Guide COVID Edition 2020 DRAFT](#)

**A motion was made by Thurston, seconded by Volpano, that the proposed 2020 Summer Activity Guide programs and services be approved. The motion carried by the following vote:**

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

- E. [ID#20-0623](#) Proposed 2020 Summer Program Season Fees & Charges Schedule

**Attachments:** [Summer 2020 Fees and Charges](#)

**A motion was made by Merchle, seconded by Riebel, that the proposed 2020 Summer Program Season Fees & Charges Schedule be approved. The motion carried by the following vote:**

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

- F. [ID#20-0624](#) Approve dogs on-leash on trail at the new Meadowview Park site

**Attachments:** [MEADOWVIEW-City of Waukesha Ordinance - Dogs in Parks](#)  
[MEADOWVIEW-Signage -Dogs on Leash](#)

**A motion was made by Thurston, seconded by Merchle, that dogs on-leash on trail at the new Meadowview Park site be approved. The motion carried by the following vote:**

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

- G.**     [ID#20-0626](#)     Approve electronic message board location placement at Frame Park

**Attachments:**   [Comm Dev approval - new electronic sign location](#)  
                          [Eng approval - new electronic sign location](#)  
                          [Frame Park Sign Location](#)

**A motion was made by Johnson, seconded by Vehlow, that the electronic message board location placement at Frame Park be approved. The motion carried by the following vote:**

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

- H.**     [PC20-0052](#)     Recommend to approve contract with Big Belly Solar, LLC for rubbish-compacting bin system

**Attachments:**   [Big Belly Contract\\_FINAL](#)  
                          [Council Agenda Cover Sheet-Big Belly](#)

**A motion was made by Johnson, seconded by Volpano, that a recommendation be made for Common Council to approve contract with Big Belly Solar, LLC for rubbish-compacting bin system be approved. The motion carried by the following vote:**

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

- I.**     [ID#20-0627](#)     Award Bid: Small Pick-Up Truck with Plow & Salter attachments - 2020 Approved Fleet Budget

**Attachments:**   [2020 Chevrolet small pickup truck with plow and salter purchase approval packet](#)

**A motion was made by Johnson, seconded by Thurston, to award the Small Pick-Up Truck with Plow & Salter attachments - 2020 Approved Fleet Budget bid be approved. The motion carried by the following vote:**

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

- J.**     [ID#20-0628](#)     Award Bid: Mid-Sized Pick-Up Truck – 2020 Approved Fleet Budget

**Attachments:**   [2020 Chevrolet half ton midsize pickup truck purchase approval packet](#)

**A motion was made by Johnson, seconded by Thurston, to award the Mid-Sized Pick-Up Truck with Plow & Salter attachments - 2020 Approved Fleet Budget bid be approved. The motion carried by the following vote:**

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

- K.**     [ID#20-0629](#)     Award Bid: Full-Sized Pick-Up Truck – 2020 Approved Fleet Budget

**Attachments:**   [2020 Chevrolet full size pickup truck purchase approval packet](#)

**A motion was made by Johnson, seconded by Thurston, to award the Full-Sized Pick-Up Truck with Plow & Salter attachments - 2020 Approved Fleet Budget bid be approved. The motion carried by the following vote:**

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

**L. [ID#20-0631](#) Schedule/Approve June Board meeting date/time**

*June 1st meeting*

**A motion was made by Merchle, seconded by Schmitz, that the next Parks, Recreation & Forestry Board meeting be held on Monday, June 1 at 6:00 pm be approved. The motion carried by the following vote:**

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

**3. Annual Election of Parks, Recreation & Forestry (PRF) Board Officers**

**A. Election of PRF Board President**

**1. [ID#20-0607](#) Open Nominations for PRF Board President**

**A motion was made by Merchle, seconded by Vehlow, that nominations for PRF Board President be opened. The motion carried by the following vote:**

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

**2. [ID#20-0608](#) Nominations for PRF Board President**

*Wayne Merchle resigned.  
John Schmitz accepted the nomination.*

**3. [ID#20-0609](#) Close Nominations for PRF Board President**

**A motion was made by Merchle, seconded by Vehlow, that nominations for PRF Board President be closed. The motion carried by the following vote:**

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

**4. [ID#20-0610](#) Vote for PRF Board President**

**John Schmitz was unanimously approved as PRF Board President.**

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

**B. Election of PRF Board Vice President**

**1. [ID#20-0611](#) Open Nominations for PRF Board Vice President**

**A motion was made by Merchle, seconded by Vehlow, that nominations for PRF Board Vice President be opened. The motion carried by the following vote:**

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

2. [ID#20-0612](#) Nominations for PRF Board Vice President

*Wayne Merchle accepted the nomination.  
Michael Thurston declined the nomination.*

3. [ID#20-0613](#) Close Nominations for PRF Board Vice President

**A motion was made by Merchle, seconded by Vehlow, that nominations for PRF Board Vice President be closed. The motion carried by the following vote:**

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

4. [ID#20-0614](#) Vote for PRF Board Vice President

**Wayne Merchle was unanimously approved as PRF Board Vice President.**

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

C. Election of PRF Board Secretary

1. [ID#20-0615](#) Open Nominations for PRF Board Secretary

**A motion was made by Merchle, seconded by Vehlow, that nominations for PRF Board Secretary be opened. The motion carried by the following vote:**

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

2. [ID#20-0616](#) Nominations for PRF Board Secretary

*Mike Volpano resigned.  
Joanie Vehlow accepted the nomination.*

3. [ID#20-0617](#) Close Nominations for PRF Board Secretary

**A motion was made by Merchle, seconded by Riebel, that the nominations for PRF Board Secretary be closed. The motion carried by the following vote:**

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

4. [ID#20-0618](#) Vote for PRF Board Secretary

**Joanie Vehlow was unanimously approved as PRF Board Secretary.**

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

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 is adjourned. The motion carried by the following vote:**

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

" 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.