JOINT PARKS AND RECREATION BOARD
MEETING NOTICE AND AGENDA
Wednesday, December 9, 2020
7:00 PM

Pewaukee City Hall ~ Common Council Chambers

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1. Call to Order and Pledge of Allegiance
2. Public Comment - Please limit your comments to 2 minutes, if further time for discussion is needed please contact the Director prior to the meeting.
3. Approval of the November 11, 2020 meeting minutes.
4. Discussion and possible action regarding fencing and shade structure upgrades at Pewaukee Sports Complex baseball diamonds.
5. Discussion and possible action regarding Laimon Park financials for November, 2020.
6. Adjournment

Nick Phalin, CPRP
Parks & Recreation Director

December 3, 2020

NOTICE

Due to City Hall being closed to the public due to the COVID virus, this meeting will only be held virtually.

To attend this meeting virtually or by phone please contact Nick Phalin, Director of Parks and Recreation, 262-691-7275, phalin@pewaukee.wi.us **before 3 P.M. on the date of the meeting** for directions. Meeting materials are available at https://pewaukee.novusagenda.com/AgendaPublic/.

It is possible that members of other governmental bodies of the municipality may be in attendance to gather information that may form a quorum. At the above stated meeting, no action will be taken by any governmental body other than the governmental body specifically referred to above in this notice.

Any person who has a qualifying disability under the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible format must contact the Park and Recreation Director at (262) 691-7275 by 2:00 p.m. the Monday prior to the meeting so that arrangements may be made to accommodate your request.

CITY OF PEWAUKEE
JOINT PARK AND RECREATION BOARD AGENDA ITEM 3.

DATE: December 9, 2020

DEPARTMENT: Parks and Recreation

PROVIDED BY:

SUBJECT:

Approval of the November 11, 2020 meeting minutes.

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Minutes

MEETING MINUTES
Wednesday, November 11, 2020
7:00 PM

Pewaukee City Hall ~ Common Council Chambers

In attendance:

1. Call to Order and Pledge of Allegiance

2. Public Comment

3. Approval of the October 14, 2020 meeting minutes.

   A motion was made and seconded, (Brian Dziwulski, Dave Linsmeier) to approve the minutes from the October 14, 2020 meeting. Motion Passed: 7-For, 0-Against.

4. Discussion and possible action regarding Positively Pewaukee's spring 2021 park proposal.

   Consider Peffer Park in honor of Helen Ackley.
   A motion was made and seconded, (Dave Linsmeier, Bob Rohde) to approve the spring 2021 Positively Pewaukee/PAAC project. Motion Passed: 7-For, 0-Against.

5. Discussion and possible action in regards to The Beergo's request for their "Photos with Santa" Roll-up Beer Garden event.

   11:00 am - 4:00 pm

   Will post signage about the Village Holiday lighting on site.

   A motion was made and seconded, (Todd Greenwald, Bob Rohde) to approve The Beergo's event for pictures with Santa on Saturday, December 5, 2020 from 11:00am-4:00pm, pending appropriate licenses and event agreement with Parks & Recreation Department. Motion Passed: 7-For, 0-Against.

6. Discussion and action regarding approval of the 2021 winter/spring Parks & Recreation programs.

   A motion was made and seconded, (Bob Rohde, Gary Majeskie) to approve the Winter/Spring 2021 program offerings. Motion Passed: 7-For, 0-Against.

7. Update regarding 2021 budget.

8. Discussion and possible action regarding the Park and Open Space Plan.

   A motion was made and seconded, (Brian Dziwulski, Bob Rohde) to approve the 2021 Park & Open Space Plan. Motion Passed: 7-For, 0-Against.

9. Update regarding Laimon Park boat launch and parking lot renovation.

10. Discussion and possible action regarding Laimon Park financials.

A motion was made and seconded, (Bob Rohde, Dave Linsmeier) to approve the October, 2020 Laimon Park financials. Motion Passed: 7-For, 0-Against.

11. Adjournment

A motion was made and seconded, (Brian Dziwulski, Todd Greenwald) to adjourn. Motion Passed: 7-For, 0-Against.

Respectfully Submitted,
Nick Phalin, CPRP
Parks & Recreation Director

November 6, 2020

CITY OF PEWAUKEE
JOINT PARK AND RECREATION BOARD AGENDA ITEM 4.

DATE:	December 9, 2020
DEPARTMENT:	Parks and Recreation
PROVIDED BY:	Nick

SUBJECT:

Discussion and possible action regarding fencing and shade structure upgrades at Pewaukee Sports Complex baseball diamonds.

BACKGROUND:

The jpeg image and pdf image are the same but wanted different file types in case you have difficulties viewing from home.

PYB is proposing to fundraise these efforts this December and continue as needed for the fence upgrades.

They would then also look to sell advertising on the shade structure of back of the fence. They are hoping that some of the advertising sales will help cover the cost of the upgrades as well.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

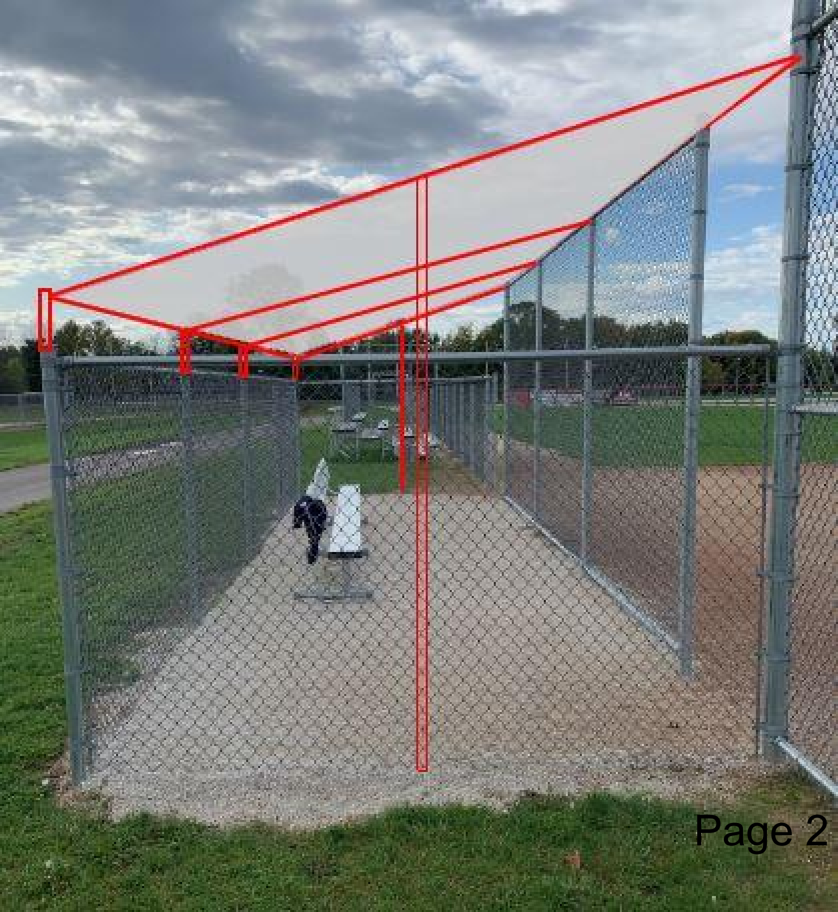
ATTACHMENTS:

Description

Fence structure image

Fence upgrade

Shade sponsor design

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CITY OF PEWAUKEE
JOINT PARK AND RECREATION BOARD AGENDA ITEM 5.

DATE: December 9, 2020

DEPARTMENT: Parks and Recreation

PROVIDED BY:

SUBJECT:

Discussion and possible action regarding Laimon Park financials for November, 2020.

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description
Laimon Financials

Budget Comparison - Detail
Fund: 960 - Laimon Park Fund

NOVEMBER

REVENUE

Account Number		2016 Nov	2017 Nov	2018 Nov	2019 Nov	2020 Nov	Diff	2020 YTD Total	2020 Budget	YTD % to Budget
960-00-40421-001-000	Contributed Capital	-	-	-	-	-	-	-	-	#DIV/0!
960-00-40439-000-000	Transfer in from General Fund	-	-	-	-	-	-	-	-	#DIV/0!
960-00-40474-000-000	Other Revenue/Grants	-	-	-	-	-	-	58,412.00	-	#DIV/0!
960-00-40622-001-000	Gasoline Sales	-	-	-	-	-	-	90,386.40	73,117.00	124%
960-00-40622-002-000	Boat Launch Fees	70.00	69.95	70.00	-	-	-	9,679.16	7,000.00	138%
960-00-40622-003-000	Rental Revenues	-	(4,400.00)	(2,843.90)	-	(620.00)	(620.00)	69,792.34	60,000.00	116%
960-00-40622-004-000	Residential/Comm Rent Pymts	2,700.00	2,754.00	2,809.08	2,893.55	2,980.15	86.60	32,435.25	35,414.60	92%
960-00-40635-000-000	Donations	-	-	-	-	-	-	-	-	#DIV/0!
960-00-40635-000-100	Donation/Designated/Laimons	-	-	-	-	-	-	-	-	#DIV/0!
960-00-40636-000-000	Interest Income	25.34	-	69.02			-	180.65	150.00	120%
	Monthly Revenue Totals	**2,795.34**	**(1,576.05)**	**104.20**	**2,893.55**	**2,360.15**	**(533.40)**	**260,885.80**	**175,681.60**	**148%**

EXPENSES

Account Number		2016 Nov	2017 Nov	2018 Nov	2019 Nov	2020 Nov	Diff	2020 YTD Total	2020 Budget	YTD % to Budget
960-00-50403-000-000	Depreciation Expense	-	-	-	-	-	-	-	-	#DIV/0!
960-00-50427-000-000	Principal/Interest on Debt	-	-	-	-	-	-	40,043.50	40,044.00	100%
	GENERAL GOVERNMENT EXPENSE	-	-	-	-	-	-	40,043.50	40,044.00	100%
960-00-51938-000-000	Insurance/Prop/Liability/WC	-	-	-	-	-	-	350.00	350.00	100%
960-00-51940-000-000	Lakeside Park Loan Payment Exp	-	-	-	-	-	-	-	-	#DIV/0!
960-00-51950-000-000	Land Acquisition Expense	-	-	-	-	-	-	-	-	#DIV/0!
	GENERAL GOVERNMENT EXPENSE	-	-	-	-	-	-	350.00	350.00	100%
960-00-55200-000-110	Lakeside Park Wages	14,683.80	-	-	-	-	-	-	5,000.00	0%
960-00-55200-000-130	Lakeside Park Fringe Benefits	-	-	-	-	-	-	-	-	#DIV/0!
960-00-55200-000-140	Lakeside Park Utilities Exp	-	-	-	-	-	-	428.68	700.00	61%
960-00-55200-000-150	Gasoline Expense	-	-	-	-	-	-	49,689.47	51,833.00	96%
960-00-55200-000-155	Operating Supplies	-	235.77	24.19	1.50	-	(1.50)	4,579.01	3,200.00	143%
960-00-55200-000-156	Grounds & Maintenance	-	193.48	-	333.00	2,325.00	1,992.00	4,128.20	15,000.00	28%
960-00-55200-000-160	Equipment Maintenance	177.00	5.96	2.58	-	157.50	157.50	1,946.83	5,000.00	39%
960-00-55200-000-165	Building Maintenance	-	-	-	-	-	-	3,318.67	5,000.00	66%
960-00-55200-000-168	Other Property Expenses/Taxes	-	-	-	-	-	-	5,740.08	5,500.00	104%
960-00-55200-000-169	Donation A/C Funded Expenses	-	-	-	-	-	-	-	-	#DIV/0!
	CULTURE, RECREATION & EDUCATION	14,860.80	435.21	26.77	334.50	2,482.50	2,148.00	69,830.94	91,233.00	77%
960-00-40636-000-000	Lakeside Park Capital Outlay	-	-	-	-	207,597.28	207,597.28	307,531.32	48,714.00	631%
	CAPITAL OUTLAY	-	-	-	-	207,597.28	207,597.28	307,531.32	48,714.00	631%
	Total Expenses	**14,860.80**	**435.21**	**26.77**	**334.50**	**210,079.78**	**209,745.28**	**417,755.76**	**140,297.00**	**298%**

Budget Comparison - Detail
Fund: 960 - Laimon Park Fund

2020 REVENUE

Account Number		2020 January	2020 February	2020 March	2020 April	2020 May	2020 June	2020 July	2020 August	2020 Sept	2020 October	2020 Nov	2020 Dec	2020 YTD Total	2020 Budget	Diff	% of Budget
960-00-40421-001-000	Contributed Capital	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	-	$ -	#DIV/0!
960-00-40439-000-000	Transfer in from General Fund	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	-	$ -	#DIV/0!
960-00-40474-000-000	Other Revenue/Grants	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 150.00	$ 58,262.00	$ -	$ -	$ 58,412.00	-	$ 58,412.00	#DIV/0!
960-00-40622-001-000	Gasoline Sales	$ -	$ -	$ -	$ -	$ 3,989.91	$ 26,258.00	$ 32,650.09	$ 21,304.81	$ 6,183.59	$ -	$ -	$ -	$ 90,386.40	73,117.00	$ 17,269.40	124%
960-00-40622-002-000	Boat Launch Fees	$ (16.78)	$ -	$ -	$ 530.00	$ 1,507.00	$ 3,041.75	$ 2,727.00	$ 1,807.00	$ 329.00	$ (245.81)	$ -	$ -	$ 9,679.16	7,000.00	$ 2,679.16	138%
960-00-40622-003-000	Rental Revenues	$ (31.97)	$ 25,851.84	$ 40,925.94	$ -	$ -	$ -	$ -	$ 3,675.00	$ -	$ (8.47)	$ (620.00)	$ -	$ 69,792.34	60,000.00	$ 9,792.34	116%
960-00-40622-004-000	Residential/Comm Rent Pymts	$ 2,893.55	$ 2,893.55	$ 2,893.55	$ 2,893.55	$ 2,980.15	$ 2,980.15	$ 2,980.15	$ 2,980.15	$ 2,980.15	$ 2,980.15	$ 2,980.15	$ -	$ 32,435.25	35,414.60	$ (2,979.35)	92%
960-00-40635-000-000	Donations	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	-	$ -	#DIV/0!
960-00-40635-000-100	Donation/Designated/Laimons	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	-	$ -	#DIV/0!
960-00-40636-000-000	Interest Income	$ 52.01	$ 48.93	$ 36.77	$ 15.91	$ 6.34	$ 4.50	$ 4.60	$ 4.30	$ 3.93	$ 3.36	$ -	$ -	$ 180.65	150.00	$ 30.65	120%
	Monthly Revenue Totals	**$ 2,896.81**	**$ 28,794.32**	**$ 43,856.26**	**$ 3,439.46**	**$ 8,483.40**	**$ 32,284.40**	**$ 38,361.84**	**$ 29,771.26**	**$ 9,646.67**	**$ 60,991.23**	**$ 2,360.15**	**$ -**	**$ 260,885.80**	**$ 175,681.60**	**$ 85,204.20**	**148%**

2020 EXPENSES

Account Number		2020 January	2020 February	2020 March	2020 April	2020 May	2020 June	2020 July	2020 August	2020 Sept	2020 October	2020 Nov	2020 Dec	2020 YTD Total	2020 Budget	Dif	% of Budget
960-00-50403-000-000	Depreciation Expense	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	-	$ -	#DIV/0!
960-00-50427-000-000	Principal/Interest on Debt	$ -	$ -	$ 40,043.50	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 40,043.50	40,044.00	$ (0.50)	100%
	GENERAL GOVERNMENT EXPENSE	$ -	$ -	$ 40,043.50	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 40,043.50	40,044.00	$ (0.50)	100%
960-00-51938-000-000	Insurance/Prop/Liability/WC	$ -	$ -	$ -	$ 350.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 350.00	350.00	$ -	100%
960-00-51940-000-000	Lakeside Park Loan Payment Exp	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	-	$ -	#DIV/0!
960-00-51950-000-000	Land Acquisition Expense	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	-	$ -	#DIV/0!
	GENERAL GOVERNMENT EXPENSE	$ -	$ -	$ -	$ 350.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 350.00	350.00	$ -	100%
960-00-55200-000-110	Lakeside Park Wages	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	5,000.00	$ (5,000.00)	0%
960-00-55200-000-130	Lakeside Park Fringe Benefits	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	-	$ -	#DIV/0!
960-00-55200-000-140	Lakeside Park Utilities Exp	$ -	$ -	$ -	$ 124.85	$ -	$ -	$ 131.75	$ -	$ -	$ 172.08	$ -	$ -	$ 428.68	700.00	$ (271.32)	61%
960-00-55200-000-150	Gasoline Expense	$ -	$ -	$ -	$ 965.61	$ 2,190.70	$ 10,758.97	$ 19,674.41	$ 10,670.32	$ 5,429.46	$ -	$ -	$ -	$ 49,689.47	51,833.00	$ (2,143.53)	96%
960-00-55200-000-155	Operating Supplies	$ 4.00	$ 314.52	$ -	$ 106.50	$ 1.50	$ 528.34	$ 1,098.32	$ 1,250.06	$ 266.50	$ 1,009.27	$ -	$ -	$ 4,579.01	3,200.00	$ 1,379.01	143%
960-00-55200-000-156	Grounds & Maintenance	$ -	$ -	$ -	$ 1,366.04	$ 437.16	$ -	$ -	$ -	$ -	$ -	$ 2,325.00	$ -	$ 4,128.20	15,000.00	$ (10,871.80)	28%
960-00-55200-000-160	Equipment Maintenance	$ -	$ -	$ -	$ -	$ 687.50	$ 301.50	$ -	$ -	$ 800.33	$ -	$ 157.50	$ -	$ 1,946.83	5,000.00	$ (3,053.17)	39%
960-00-55200-000-165	Building Maintenance	$ -	$ -	$ 57.44	$ -	$ 71.81	$ 2,771.00	$ -	$ 29.96	$ 38.46	$ 350.00	$ -	$ -	$ 3,318.67	5,000.00	$ (1,681.33)	66%
960-00-55200-000-168	Other Property Expenses/Taxes	$ 5,368.83	$ -	$ -	$ -	$ 371.25	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,740.08	5,500.00	$ 240.08	104%
960-00-55200-000-169	Donation A/C Funded Expenses	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	-	$ -	#DIV/0!
	CULTURE, RECREATION & EDUCATION	$ -	$ -	$ 57.44	$ 2,563.00	$ 3,759.92	$ 14,359.81	$ 20,904.48	$ 11,950.34	$ 6,534.75	$ 1,531.35	$ 2,482.50	$ -	$ 64,143.59	91,233.00	$ (27,089.41)	70%
960-00-40636-000-000	Lakeside Park Capital Outlay	$ 24,357.00	$ 292.00	$ 432.20	$ 42,461.48	$ 70.00	$ 22,348.00	$ 1,765.08	$ -	$ 6,846.00	$ 1,362.28	$ 207,597.28	$ -	$ 307,531.32	48,714.00	$ 258,817.32	631%
	CAPITAL OUTLAY	$ -	$ -	$ -	$ 42,461.48	$ 70.00	$ 22,348.00	$ 1,765.08	$ -	$ 6,846.00	$ 1,362.28	$ 207,597.28	$ -	$ 282,450.12	48,714.00	$ 233,736.12	580%
	Total Expenses	**$ -**	**$ -**	**$ 40,100.94**	**$ 45,374.48**	**$ 3,829.92**	**$ 36,707.81**	**$ 22,669.56**	**$ 11,950.34**	**$ 13,380.75**	**$ 2,893.63**	**$ 210,079.78**	**$ -**	**$ 386,987.21**	**$ 179,991.00**	**$ 206,996.21**	**215%**

Dated From: 1/01/2020 From Account: 960-00-57610-000-000 ACCT

Thru: 11/30/2020 Thru Account: 960-00-57610-000-000

Fund # 960 - LAIMON LAKESIDE PARK FUND

960-00-57610-000-000 LAKESIDE PARK CAPITAL OUTLAY

Posting Date	Transaction Type	Transaction Number	Transaction Date	Description	Debit	Credit
1/24/2020	DIS	65332	1/24/2020	BEACHSIDE BOAT & BAIT LLC LAIMON/DEPOSIT ON DOCK INSTALL CONTRACT 2877	24,357.00	
2/28/2020	DIS	65765	2/28/2020	RA SMITH, INC LAIMON/ENGNR SVC/PARKING LOT 149431	292.00	
3/31/2020	JE	JE-0113	3/31/2020	TO CORRECT CK 65903 - S/B LAIMON FUND ENGNR SVC/LAIMONPARK-MAR20/CORR CK 65903	432.20	
4/17/2020	DIS	65991	4/17/2020	BEACHSIDE BOAT & BAIT LLC LAIMON/BALANCE ON DOCK INSTALL CONTRACT 1102	24,357.00	
4/17/2020	DIS	66008	4/17/2020	KMB ELECTRIC LLC LAIMON/TRANSFORMER ELECTRIC TO BLDG 20-09	2,620.00	
4/17/2020	DIS	66042	4/17/2020	WE ENERGIES - ESSENTIAL SERVICES LAIMON/TRANSFORMER RELOCATION WORK REQ 4452569	15,484.48	
5/29/2020	DIS	66217	5/29/2020	RA SMITH, INC LAIMON/ENGNR SVC/PARKING LOT MEETING 151301	70.00	
6/26/2020	DIS	66369	6/26/2020	KETTLE MORAINE HEATING & AIR CONDITIONING LLC LAIMON/HVAC SYSTEM 43831	22,103.00	
6/26/2020	DIS	66386	6/26/2020	RA SMITH, INC LAIMON/ENGNR SVC/LAIMON PARK GRANT APP 1188115	245.00	
7/31/2020	DIS	66535	7/31/2020	RA SMITH, INC ENGNR SVC/PARK LOT-BOAT LAUNCH-DNR PRMT 152411	1,765.08	
9/09/2020	DIS	66747	9/09/2020	RA SMITH, INC ENGNR/LAIMON PARK IMPRVMNTS 153105	6,408.00	
9/18/2020	DIS	66793	9/18/2020	RA SMITH, INC ENGNR SVC/LAIMON PARK-AUG 2020 153610	438.00	
10/30/2020	DIS	66986	10/30/2020	RA SMITH, INC ENGNR SVC/LAIMON PARK IMP SEPT 2020 154287	1,362.28	
11/06/2020	DIS	67010	11/06/2020	NORTHERN EQUIPMENT COMPANY INC LAIMON/TRENCH & ELECT HOOKUP FOR GAS 0020137-1	6,030.00	
11/06/2020	DIS	67011	11/06/2020	PARKING LOT MAINTENANCE INC LAIMON/BOAT LAUNCH & PARKING LOT RENO 114579	221,839.80	
11/09/2020	JE	BILLING	11/09/2020	Billing Bills - LAIMON PARK - 11/09/2020 LAIMON REIMB - Bills		23,083.80
11/25/2020	DIS	67124	11/25/2020	RA SMITH, INC ENGNR SVC/LAIMON PARK SURVEY-OCT 2020 154819	2,811.28	

Dated From:	1/01/2020	From Account:	960-00-57610-000-000
Thru:	11/30/2020	Thru Account:	960-00-57610-000-000

Fund # 960 - LAIMON LAKESIDE PARK FUND

			Debit	Credit
960-00-57610-000-000 - LAKESIDE PARK CAPITAL OUTLAY				
	Ending Balance:		307,531.32	
	Fund Totals:	Beginning	0.00	0.00
			330,615.12	23,083.80
		Ending	307,531.32	0.00