



**JOINT PARKS AND RECREATION BOARD
MEETING NOTICE AND AGENDA**

Wednesday, May 11, 2022

7:00 PM

Pewaukee City Hall ~ Common Council Chambers

-
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 minutes from April 13, 2022 meeting.
 4. Discussion and possible action regarding proposed special event car show at Kiwanis Village Park.
 5. Discussion and possible action regarding the proposed Koepp Park bridge.
 6. Discussion and possible action regarding Koepp Park improvements proposed by the Pewaukee River Partnership.
 7. Discussion and possible action regarding Pewaukee Sussex United agreement.
 8. Update regarding summer 2022 registration that began May 2nd.
 9. Update regarding seasonal parks and recreation staff.
 10. Discussion and possible action regarding pickleball court rental fees.
 11. Discussion and possible action regarding park security improvements relative to security cameras, facility access and bathroom door locking procedure.
 12. Discussion and possible action regarding funding for transient boat slip pier at Lakefront Park.
 13. Discussion and possible action regarding Joint Parks and Recreation Board meeting start time.
 14. Update regarding Laimon Park financials.
 15. Adjournment

Nick Phalin, CPRP
Parks & Recreation Director

May 6, 2022.

NOTICE

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: May 11, 2022

DEPARTMENT: Parks and Recreation

PROVIDED BY:

SUBJECT:

Approval of minutes from April 13, 2022 meeting.

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Minutes

MEETING MINUTES
Wednesday, April 13, 2022

7:00 PM

Pewaukee City Hall ~ Common Council Chambers
VIDEO

In attendance:

Alderman B. Dziwulski, Trustee B. Rohde, G. Majeskie, D. Kaatz, A. Brimmer, T. Greenwald.

Also Present:

Community Services Director N. Phalin.

1. Call to Order and Pledge of Allegiance

2. Public Comment

3. Approval of minutes from the March 9, 2022 meeting.

A motion was made and seconded, (Todd Greenwald, Brian Dziwulski) to approve minutes from March 9, 2022 meeting. Motion Passed: 6-For, 0-Against.

4. Discussion and possible action regarding light upgrades at Kiwanis Village Park ball diamond number 2.

A motion was made and seconded, (Gary Majeskie, Bob Rohde) to accept Pewaukee Youth Baseball's proposed project. Motion Passed: 6-For, 0-Against.

5. Discussion and possible action regarding advertisements at Pewaukee Sports Complex.

A motion was made and seconded, (Todd Greenwald, Brian Dziwulski) to approve the proposed sponsorship banner for Mugshotz Bar and Grill. Motion Passed: 6-For, 0-Against.

6. Discussion and possible action regarding Pewaukee Sussex United agreement with Pewaukee Parks & Recreation.

7. Update regarding summer day camp.

8. Discussion and possible action regarding Laimon Park financials for March, 2022.

A motion was made and seconded, (Bob Rohde, Todd Greenwald) to approve Laimon Park financials from March, 2022. Motion Passed: 6-For, 0-Against.

9. Adjournment

A motion was made and seconded, (Bob Rohde, Gary Majeskie) to adjourn. Motion Passed: 6-

For, 0-Against.

Respectfully Submitted,
Nick Phalin, CPRP
Parks & Recreation Director

April 12, 2022

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

DATE: May 11, 2022

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick

SUBJECT:

Discussion and possible action regarding proposed special event car show at Kiwanis Village Park.

BACKGROUND:

The attached special event permit details Ms. Mayrand's proposal for park use for their car show.

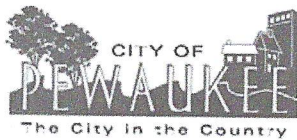
FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Mayrand Event proposal



SPECIAL EVENT PERMIT APPLICATION

May 2012

W240 N3065 Pewaukee Road
Pewaukee, WI 53072
262-691-0770, FAX: 262-691-1798
www.cityofpewaukee.us

Permit approved	_____	Date	_____
Permit fees paid	_____	Date	_____
Deposit paid	_____	Date	_____
Deposit returned?	_____	Date	_____
FEES ARE NON-REFUNDABLE			

APPLICATION AND PERMIT FEE IS DUE 90 DAYS PRIOR TO YOUR EVENT.

ORGANIZATION INFORMATION

Name of Organization Caster Corporation			
Street Address 8301 WEST CALUMET ROAD	City MILWAUKEE	State WI	Zip 53224
Phone Number 414-935-4665	Are you a 501(c)3 Organization? <i>Circle one</i>		Yes ☐ No ☒
Event Contact Person (First & Last Name) MISTY MAYRAND			
Address 522 PARK AVENUE	City PEWAUKEE	State WI	Zip 53072
Email MITYM@BUYCASTERS.COM	Phone Number 414-389-7514	Day of Event Phone Number 414-389-7514	

EVENT INFORMATION

Name of Event RUFF RIDERZ CAR SHOW	Date(s) of Event AUGUST 20, 2022
Event Start Time 10:00 AM	Event End Time 3:00 PM / ON SITE UNTIL 4:00 PM CLEANUP
Location of the Event* KIWANIS VILLAGE PARK	
Will your event take place in a residential neighborhood? <i>If yes, you will be required to notify all adjacent property owners when the event will occur. Circle One</i>	
Yes ☒ No ☐ ???	
You MUST attach a detailed map/sketch of your event indicating the specific location, layout of your event, the direction of the route, including all turns and the number of traffic lanes to be used. *If you are using a City Park, you must reserve the park through the Park/Recreation Department prior to getting your special event permit approved by the Common Council. Call 262-691-7275.	
Generally describe your event and its purpose CAR SHOW TO RAISE MONEY TO BENEFIT LOCAL RESUCE JRS PUPS'N STUFF. WE WILL SELL WATER & SODA (WILL GET PEDDLERS PERMIT/JR'S MAY HAVE ONE SO LOOKING INTO THAT AS WELL). WE WILL HAVE SEVERAL FOOD VENDORS & WILL MAKE SURE THEY HAVE PROPER PERMITS. WE INTEND TO HAVE A BAND AND WILL FOLLOW PROPER PROTOCOL PER THE HANDBOOK ONCE CONFIRMED. ONCE FINALIZED DETAILS WE WILL SUBMIT A FINAL PERMIT AND ALL OTHER REQUIRED PERMITS.	
Based on the class definitions found in the manual what class is your event? <i>Circle One.</i>	
Class I ☒ Class II ☐	
Estimated Number of Participants 75	Spectators 150 Vendors Food Vendors 3-5

OTHER INFORMATION

not sure yet

Is there an outdoor bar that will serve alcohol? <i>If yes, liquor and bartender licenses are necessary under separate application. Circle One.</i>	Yes	No
Please list the number of City of Pewaukee licensed bartenders that will be on site:		
Will you be selling/serving food? <i>If yes, you will need to contact the Waukesha County Health Department for proper permits. Circle One.</i>	☒ Yes	☐ No
Will you be selling merchandise? <i>If yes, you will need to obtain a Peddler's Permit under separate application. Circle One.</i>	☒ Yes	☐ No
Will your event need electricity? <i>If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized. Circle One.</i>	Yes	No
Will you be setting up any lighting? <i>If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized. Circle One.</i>	Yes	No
Will your event require any fencing? <i>If yes, please provide plans for the fencing location and the gates. Circle One.</i>	Yes	☒ No
Does the event involve fireworks? <i>If yes, you will need to obtain a fireworks permit under separate application. Circle One.</i>	Yes	☒ No
Does the event involve amplified music? <i>Circle One.</i>	☒ Yes	☐ No
If yes, will the amplified music be a (Circle one):	☒ Band	☐ DJ ☐ Other
Hours of amplified music:	2-3 HOURS	
Please list the number of security staff you will be providing for the event:	5	
Will you need barricades provided by the City for your event, if so, how many?	NO	
Will you be erecting any tents, canopies or other temporary structure(s)? <i>If yes, You will need to provide a plan for their proposed locations and the Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event. Circle One.</i>	Yes	☒ No
Will you be providing portable restrooms and wash stations? <i>Circle One.</i>	☒ Yes	☐ No
<i>If yes, how many will you provide and where will they be located? Also how will solid waste be disposed of?</i>		
We have porta potty delivered and picked up for the event. I am working on that now and will submit final info for approval including map with location and install/removal plan once that is all booked.		
Will you provide parking for participants? <i>Circle One.</i>	☒ Yes	☒ No
<i>If yes, where will parking be available?</i>		
We will utilize the street parking spots adjacent to park, as well as parking lot at Kiwanis.		
Will you provide a dumpster/clean-up services? <i>Circle One.</i>	☒ Yes	☐ No
<i>If yes, please describe your clean-up and refuse collection plan.</i>		
We will rent garbage cans and contact local waste management to determine pick up of trash. I will work on this and advise final plan prior to event date		

not sure yet - possibly w/ Band

OTHER INFORMATION CONTINUED

What other assistance do you foresee needing from the City (personnel, materials, and/or equipment)?

None

Have you reviewed and do you have a copy of the **City of Pewaukee Special Events Manual** as well as the **City Special Events Ordinance**? *Circle One.*

Yes

No

INSURANCE REQUIREMENTS

The Special Event Sponsor will obtain liability insurance for an event that includes alcohol, has more than 150 people per day or involves a road closure. Proof of this insurance with coverage no less than \$1,000,000 which names and endorses the City, its officers, agents, employees and contractors as an additional insured party is due no later than 20 days before the event.

Are you able to provide these insurance documents, if required? *Circle One.*

Yes

No

DEPOSIT REQUIREMENTS

The applicant may be required to submit to the City a cleaning/damage deposit of \$200 per day for each scheduled day of the event (or portion thereof), two weeks prior to the starting date of the event. The deposit shall be refunded to applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the City for loss or cleaning costs. The City reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within twelve (12) hours after the conclusion of the event. (This deposit is separate from any deposit required by the Park/Recreation Department for park use).

TERMINATION OF AN EVENT

The City reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by Police Services and/or Fire Department and/or there is a violation of City Ordinances, State Statutes or the terms of the Applicant's permit. The City Administrator and/or his/her designee may revoke an approved Special Events Permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

By signing this form, the applicant certifies authorization to act on behalf of their organization and hereby agrees to hold the City, its officers, employees, agents and contractors, harmless against all claims, liability, loss, damage or expense (including but not limited to actual attorney's fees) incurred by the City for any damage or injury to person or property caused by or resulting directly or indirectly from the activities for which the permit is granted. Any change to coverage requires City approval.

Misty Maynard
Signature of Applicant

4/7/2022
Date

For staff use only

Fees collected with application submission:

 Class I Event
 Class II Event
 PERMIT FEES CHARGED

Common Council approval, if necessary, on:

Police Services approval*:

Application forwarded to:

- ☐ Administrator
☐ Building Inspector
☐ Fire Chief
☐ Park & Rec Director
☐ Police Services
☐ Public Works Director

Fire Department approval*:

Add'l fees charged by Departments

 Administration
 Building Inspection
 Fire
 Public Works
 Police Services
 Security Deposit

*Comments/concerns should be attached separately

Rev 2/14/13

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

DATE: May 11, 2022

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick

SUBJECT:

Discussion and possible action regarding the proposed Koepp Park bridge.

BACKGROUND:

Charlie Shong will return on behalf of the Pewaukee River Partnership with their proposed project to add a bridge at Koepp Park. The bridge now has DNR approval. Funding and install is to be completed by the Pewaukee River Partnership.

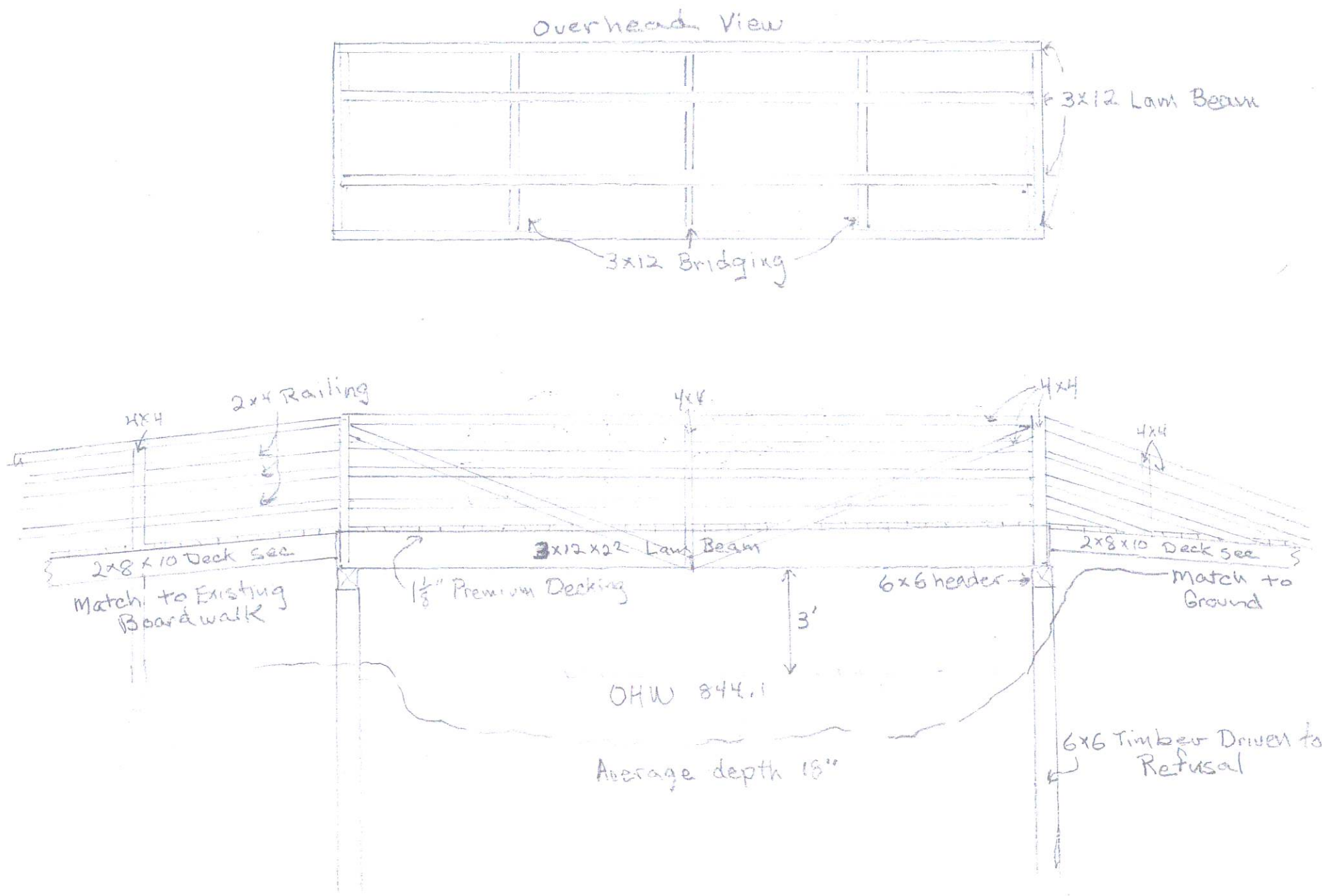
FINANCIAL IMPACT:

RECOMMENDED MOTION:

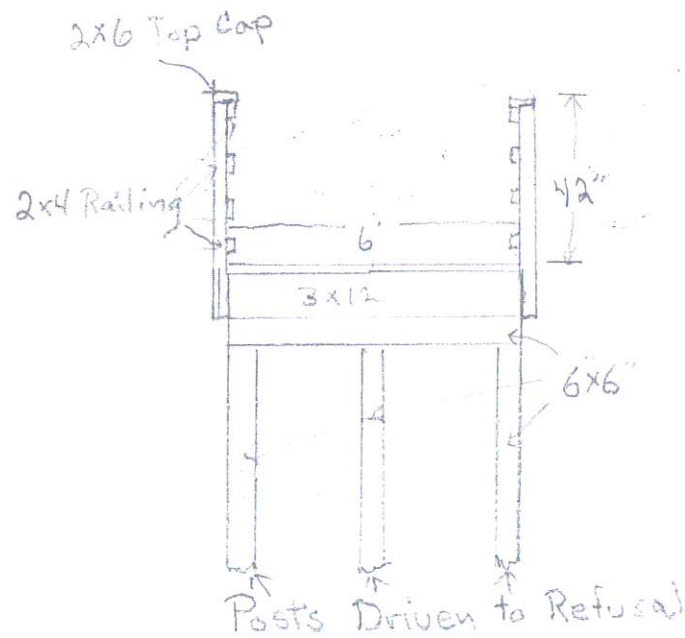
ATTACHMENTS:

Description

Bridge proposal



End View



Pewaukee Village
Boardwalk Extension

All Lumber Pressure Treated
1/4" per 1'

CITY OF PEWAUKEE
JOINT PARK AND RECREATION BOARD AGENDA ITEM 6.

DATE: May 11, 2022

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick

SUBJECT:

Discussion and possible action regarding Koepp Park improvements proposed by the Pewaukee River Partnership.

BACKGROUND:

The Pewaukee River Partnership is proposing two additional projects in the near future at Koepp Park.

1. A kayak launch area located approximately 40 downstream from the existing Penny's Bridge approach. Kayakers have been observed launching in this area. The rip-rap present in this area makes launching difficult and may damage the kayak bottom. The launch area will consist of pressure treated boxed area filled with pea gravel to allow kayaks to slide into the river. The box will be approximately 4' x 8'.

2. A native planting bed along the river. The planting area would be approximately 3' x 50'. The planting area would be located directly downstream of the kayak launch. The project will require roto tilling of the area, applying mulch and planting 200 native plants. The plants will be native flowers and grasses consistent with those already in the park. The planting will be done by the sixth-grade class from the Pewaukee Middle School.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

**CITY OF PEWAUKEE
JOINT PARK AND RECREATION BOARD AGENDA ITEM 7.**

DATE: May 11, 2022

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick

SUBJECT:

Discussion and possible action regarding Pewaukee Sussex United agreement.

BACKGROUND:

The attached agreement has been revised by the City Attorney and proofed by Director Phalin and Joe Ulm, PSU President.

We need final determinations on season start and end dates as well as number of hours per week.

One request from Joe Ulm, PSU President:

Do we want to add the history of donations and collaboration between PSU and the City on the Sports Complex?

Possible language to include:

This agreement has been developed in consideration of the long and positive history between Pewaukee Sussex United and the City of Pewaukee. Within that history, the following activities are of particular note:

- Pewaukee Sussex United's \$200,000 contribution to the concession stand at the Pewaukee Sports Complex as part of the previous agreement for use of the Pewaukee Sports Complex.
- Pewaukee Sussex United's \$26,000 in-kind donation to The City of Pewaukee to fix the water piping at the Sports Complex
- Pewaukee Sussex United's regular and continued sponsorship of Park and Recreation programming including the summer First Goal program

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

PSU Agreement

Exhibit A map

AGREEMENT BETWEEN THE CITY OF PEWAUKEE

AND

PEWAUKEE SUSSEX UNITED SOCCER CLUB

This Agreement between the City of Pewaukee (“City”) and the Pewaukee Sussex United Soccer Club, LLC (“PSU”) is effective this ____ day of May, 2022.

WHEREAS, the City owns and maintains the Pewaukee Sports Complex, a multi-sport complex which includes significant acreage dedicated for soccer use, and

WHEREAS, PSU has provided financial assistance and in-kind services to the City for development of the soccer facilities within the Pewaukee Sports Complex, said facilities depicted on Exhibit A attached hereto (“Soccer Facilities”); and

WHEREAS, the City, in recognition of the significant assistance provided by PSU, has agreed to allow PSU to have some priority access and use of the Soccer Facilities within the Pewaukee Sports Complex.

NOW THEREFORE, the Parties agree:

1. PSU shall have “first use rights” of the Soccer Facilities during its regular soccer season (insert season detail – April 1-June 30 and August 10-November 10).
2. The first use rights shall allow PSU the exclusive use of the Soccer Facilities for up to ____ hours per week during its regular soccer season.
3. At least 30 days before each regular soccer season, PSU shall provide the City with its schedule detailing its exclusive use schedule for that season.
4. The City shall have the exclusive right to authorize use of the Soccer Facilities outside of PSU’s exclusive use schedule.
5. PSU shall pay City fees for use of the Soccer Facilities in accord with the City’s fee schedule, as amended from time to time. PSU shall have ‘Standard Affiliate’ status under the City’s group rental policy. The parties recognize that the fee schedule shall at all times be based upon the reasonable costs for City Parks and

Recreations Department operations.

6. In addition to PSU's first use rights, PSU may request additional scheduling of non-regular season PSU events (e.g. summer camps, tryouts), at the Sports Complex or other City parks, which may be permitted at mutually agreeable times and by mutual agreement of the Parties.
7. PSU shall have the exclusive use of the concession stand while using Soccer Facilities during its exclusive use schedule, and shall retain all proceeds from sales therein.
8. PSU may place signage at or near the Concession stand that identifies the Pewaukee Sports Complex as a home location for PSU. Specific sign design and placement must be approved by PSU and the City. The design shall be consistent with the other architectural themes of the Sports Complex. PSU shall bear the costs of sign fabrication, installation and maintenance, exclusive of other financial commitments herein.
9. PSU may install a mailbox at Pewaukee Sports Complex for club use at a City approved location.
10. The Parties shall keep and maintain the Soccer Facilities in good condition at all times.
11. PSU will work cooperatively with the City to identify sponsorship, advertising, product sponsorship (contract restricting sale of product to a single vendor, e.g. soda vendor) and naming right opportunities for the Eligible Park Assets. Before attempting to obtain revenues based on Eligible Park Assets, PSU will identify for the City those businesses, individuals and other funding sources that it intends to approach to discuss sponsorship and advertising opportunities. The City must approve PSU's list of proposed sponsors and advertisers ("Approved Sponsors") in advance. Once approval is provided by the Joint Board, PSU volunteers may approach the Approved Sponsors to seek financial contributions. All proposals to allow sponsorship, advertising, product sponsorship and naming right opportunities at the Pewaukee Sports Complex are contingent upon and subject to the advance approval of the City, which shall be a party to any sponsorship agreement.
12. Revenue from sponsorship, advertising and naming rights related to the Soccer Facilities (the "Soccer Facilities Sponsorship Revenue") respecting Soccer Facilities shall be used exclusively for the Soccer Facilities, including but not limited to development and maintenance of the fields, the concession stand, benches and bleachers, and other objectives related to the Soccer Facilities. Prior to expenditure of any Soccer Facilities Sponsorship Revenue, the expenditure shall be agreed upon in writing by PSU and the City.
13. Revenue from sponsorship, advertising and naming rights related to other areas of the Sports Complex shall be used exclusively for the benefit of the Sports Complex as recommended by PSU and approved by the

City.

14. All Soccer Facilities Sponsorship Revenue and revenue from sponsorship, advertising and naming rights related to other areas of the Sports Complex shall be held in trust by the City for distribution consistent with the terms of this Agreement.
15. The Term of this agreement shall be twenty (20) years from the effective date first written above.
16. All activities authorized under this Agreement are subject to and must be in accordance with the City of Pewaukee Municipal Code and applicable state and federal laws, codes and regulations.
17. Except as expressly provided to the contrary, all approvals, consents and determinations to be made by the City may be made by the Parks and Recreation Director or other designee in his/her sole and absolute discretion.

[SIGNATURE PAGE TO FOLLOW]



**CITY OF PEWAUKEE
JOINT PARK AND RECREATION BOARD AGENDA ITEM 8.**

DATE: May 11, 2022

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick

SUBJECT:

Update regarding summer 2022 registration that began May 2nd.

BACKGROUND:

We have had very strong registration through one the first four days of registration.

Revenue for a few programs through 5/5/22:

- Pickleball Open Play - \$8,752
- Pickleball Workshops - \$910
- First Goal Soccer - \$8,476
- First Swing TBall - \$7,736

A few examples of classes with full registration:

- Youth cooking, 2 classes @ 10 kids each
- First Goal Soccer, 2 out of 10 sessions full @ 24 kids
- First Swing TBall, 2 out of 10 session full @ 24 kids
- Youth and Adult Golf lessons
- Hiking Club
- Pickleball Open Play - 3 of 4 sessions full
- Pickleball Workshops - 2 full @ 30 participants
- Positively Fit - 2 full @ 16 participants
- Chair Yoga - 2 full @ 12 participants
- Beach Yoga - full @ 13 participants
- Zumba Toning - 2 full @ 14 participants

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

First Day Revenue

<u>Season</u>	<u>Date</u>	<u>Revenue</u>	<u># of transactions</u>	<u>Internet Transactions</u>	<u>% Transactions Online</u>	<u>Credit Cards</u>	<u>% on CC's</u>	<u>Online</u>	<u>% Online</u>	
Summer 2022	5/2/2022	\$ 47,224.00	511	422	82.58%	\$ 43,107.00	91.28%	\$39,142.00	82.89%	
Summer 2021	5/3/2021	\$ 39,859.00	442	365	82.58%	\$ 36,605.00	91.84%	\$34,159.00	85.70%	
Summer 2020	4/27/2020	\$ 16,387.00	169	137	81.07%	\$ 13,700.00	83.60%	\$13,665.00	83.39%	COVID-19
Summer 2019	4/15/2019	\$ 23,884.00	323	240	74.30%	\$ 21,333.00	89.32%	\$17,794.00	74.50%	

CITY OF PEWAUKEE
JOINT PARK AND RECREATION BOARD AGENDA ITEM 9.

DATE: May 11, 2022

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick

SUBJECT:

Update regarding seasonal parks and recreation staff.

BACKGROUND:

We are having a very difficult time fulfilling our beach/lifeguard staff obligation. We have no indication that this will change. Below is our current situation.

Staff 1: Returning. Will be absent July 24 - August 6

Staff 2: Returning. Has not responded to multiple emails or texts, has not done paperwork.

Staff 3: Available Memorial Day weekend, gone Mid-June to end of July. Gone 2nd week of August.

Staff 4: Has verbally accepted offer but has not received formal offer because he said he was very busy with school. I told him I would follow up soon.

Staff 5: New applicant, emailed yesterday with no response.

Based on above information and needing to finalize summer, we will not be staffing the beach with lifeguards. The beach will become swim at your own risk. We will still complete weekly water testing and post results at the beach and online.

We are still working to fill vacant camp counselor positions as well. Sports instructors have been fulfilled and parks maintenance staff are very close.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

**CITY OF PEWAUKEE
JOINT PARK AND RECREATION BOARD AGENDA ITEM 10.**

DATE: May 11, 2022

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick

SUBJECT:

Discussion and possible action regarding pickleball court rental fees.

BACKGROUND:

We have already received calls about the possibility of renting the permanent pickleball courts. This would likely be small groups that would like to make sure they have access to a court when they go to play. I believe we should create a fee structure in order to rent the facility. My recommendation is \$10/hour. I would prefer to have a fee structure in place in advance of the courts being completed. The courts are schedule for a 3-4 week project starting sometime in July.

Further discussion, would we be open to renting the facility for a tournament to be hosted on site?

FINANCIAL IMPACT:

RECOMMENDED MOTION:

CITY OF PEWAUKEE
JOINT PARK AND RECREATION BOARD AGENDA ITEM 11.

DATE: May 11, 2022

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick

SUBJECT:

Discussion and possible action regarding park security improvements relative to security cameras, facility access and bathroom door locking procedure.

BACKGROUND:

We have requested quotes to install security cameras at the following parks: Wagner, Nettesheim, South, Springdale and Balmer. Pewaukee Sports Complex, Kiwanis Village Park and Lakefront Park already have security cameras.

We have also asked to have the above five City parks, along with Pewaukee Sports Complex and Kiwanis Village Park and Lakefront Park to install keyless (card/keycode/fob) entry to the facility as well as timed lock and unlock software to bathroom doors at each facility.

Currently, City and Village Police are locking bathrooms when the parks close around 10pm and as it fits in their schedule. We have started to have a decrease in their availability due to police service calls. However, we now have a route to avoid utilizing police services to lock park bathrooms. We had been taking ~3 hours of City Police and ~1 hour of Village Police services per day from early April-October.

The goal with this project would be to implement it throughout the entire park system at one time.

FINANCIAL IMPACT:

I have proposed to use City and Village ARPA funds to cover the cost of these improvements - cameras, locks, install, etc. The total project cost for devices, software and install is broken down below:

- City Parks, cameras - \$31,714
- City Parks, card access - \$56,611
- City Parks Total - \$88,325
-
- Village Parks Total, only card access needed - \$13,016

In order to accomplish this, each park will need an internet connection. None of the parks currently have internet service, but all have the capability to utilize AT&T UVerse internet. The install fee is \$99 per park, but a \$100 gift card is provided for each also. The monthly internet fee is \$55 per park or \$440/month (\$5,280 annually). The impact of internet fees compared to the use of police services is a very favorable trade to accomplish this project.

RECOMMENDED MOTION:

ATTACHMENTS:

Description

City Parks quote - cameras

City Parks quote - card access

City Parks - camera map

Village Parks quote - card access



COMPLEX

SECURITY SOLUTIONS INC.

5100 S. Calhoun Road
New Berlin WI 53151
(262) 207-4099,
Sales@cplexsolutions.com

Proposal

Proposal #	75737570
DATE	05/03/2022

CUSTOMER
City of Pewaukee Bobby Kewan kewan@pewaukee.wi.us W240N3065 Pewaukee Road Pewaukee, WI, 53072 (262) 691-0770

SERVICE LOCATION
City of Pewaukee W240N3065 Pewaukee Road Pewaukee, WI, 53072

Description	EXTERIOR CAMERA INSTALL ESTIMATE FOR CITY OF PEWAUKEE PARKS - 5/3/2022 SCOPE OF WORK - NETWORK CABLING FOR ALL CAMERAS - AXIS COMPANION USED AT ALL SITES - LOCAL SD CARD STORAGE - REMOTE ACCESS AND ALERTS AVAILABLE
-------------	---

Estimate				
Description	Qty	Rate	Tax	Total
Exterior Cameras for Wagner Park				\$10,620.82
AXIS M3115-LVE Network Camera	4.00	\$324.99	\$0.00	\$1,299.96
AXIS P3715-PLVE Network Camera	1.00	\$795.99	\$0.00	\$795.99
T94N02D Pendant Kit	1.00	\$69.99	\$0.00	\$69.99
AXIS T91D61 Wall Mount 1.5in NPS, AXIS	1.00	\$89.99	\$0.00	\$89.99
AXIS T91A64 Corner Bracket Mount	1.00	\$79.99	\$0.00	\$79.99
AXIS P3727-PLV Multidirectional 360 IR Camera, 8MP	1.00	\$1,349.99	\$0.00	\$1,349.99
AXIS T94N01D PENDANT KIT (P3717)	1.00	\$89.99	\$0.00	\$89.99
AXIS T91D62 Parapet Mount	1.00	\$349.99	\$0.00	\$349.99
Network Cabling	6.00	\$334.99	\$0.00	\$2,009.94
Installation	32.00	\$100.00	\$0.00	\$3,200.00

Miscellaneous Parts Including Conduit, Wire, Junction Boxes, Door Contacts	1.00	\$200.00	\$0.00	\$200.00
AXIS T8508 POE+ 8 Port Network Switch	1.00	\$391.99	\$0.00	\$391.99
Axis SD Card	7.00	\$99.00	\$0.00	\$693.00
Exterior Cameras for Nettesheim Park				\$6,177.43
AXIS P3807-PVE 8MP/DOM	1.00	\$1,380.50	\$0.00	\$1,380.50
Network Cabling	3.00	\$334.99	\$0.00	\$1,004.97
AXIS T8508 POE+ 8 Port Network Switch	1.00	\$394.99	\$0.00	\$394.99
Installation	16.00	\$100.00	\$0.00	\$1,600.00
AXIS M3057-PLVE Network Camera	2.00	\$649.99	\$0.00	\$1,299.98
Axis SD Card	3.00	\$99.00	\$0.00	\$297.00
Miscellaneous Parts Including Conduit, Wire, Junction Boxes, Door Contacts	1.00	\$199.99	\$0.00	\$199.99
Exterior Cameras for South Park				\$5,443.92
AXIS M3057-PLVE Network Camera	3.00	\$649.99	\$0.00	\$1,949.97
Network Cabling	3.00	\$334.99	\$0.00	\$1,004.97
AXIS T8508 POE+ 8 Port Network Switch	1.00	\$391.99	\$0.00	\$391.99
Installation	16.00	\$100.00	\$0.00	\$1,600.00
Axis SD Card	3.00	\$99.00	\$0.00	\$297.00
Miscellaneous Parts	1.00	\$199.99	\$0.00	\$199.99
Exterior Cameras for Balmer Park				\$4,418.92
AXIS M3115-LVE Network Camera	3.00	\$324.99	\$0.00	\$974.97
Network Cabling	3.00	\$334.99	\$0.00	\$1,004.97
AXIS T8508 POE+ 8 Port Network Switch	1.00	\$391.99	\$0.00	\$391.99
Axis SD Card	3.00	\$99.00	\$0.00	\$297.00
Service Technician Installation	16.00	\$100.00	\$0.00	\$1,600.00
Miscellaneous Parts	1.00	\$149.99	\$0.00	\$149.99
Exterior Cameras for Springdale Park				\$5,052.93
AXIS M3115-LVE Network Camera	1.00	\$324.99	\$0.00	\$324.99

Network Cabling	4.00	\$334.99	\$0.00	\$1,339.96
AXIS T8508 POE+ 8 Port Network Switch	1.00	\$391.99	\$0.00	\$391.99
Axis SD Card	4.00	\$99.00	\$0.00	\$396.00
Service Technician Installation	24.00	\$100.00	\$0.00	\$2,400.00
Miscellaneous Parts	1.00	\$199.99	\$0.00	\$199.99

Proposal Exclusions

We specifically exclude the following from our proposal:

- Additional components other than stated above
- Permits, if necessary
- Premium time, holiday time, after hours time, weekend time
- A service charge of 1.5% per month will be assessed on balances that remain unpaid 15 days beyond the invoice term date.

Total: \$31,714.02

ACCEPTANCE OF PROPOSAL: The above prices, scope, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work specified.

Client: _____
Date: _____



COMPLEX

SECURITY SOLUTIONS INC.

5100 S. Calhoun Road
New Berlin WI 53151
(262) 207-4099,
Sales@cplexsolutions.com

Proposal

Proposal #	75965386
DATE	05/03/2022

CUSTOMER
City of Pewaukee Bobby Kewan kewan@pewaukee.wi.us W240N3065 Pewaukee Road Pewaukee, WI, 53072 (262) 691-0770

SERVICE LOCATION
City of Pewaukee W240N3065 Pewaukee Road Pewaukee, WI, 53072

Description	CITY OF PEWAUKEE PARK'S CARD ACCESS - 5/3/2022 SCOPE OF WORK - GENETEC CARD ACCESS - NETWORKED BACK TO CITY HALL - DOOR STRIKE CUTTING INCLUDED - ALL POWER SUPPLIES INCLUDED BATTERY BACKUP
--------------------	---

Estimate				
Description	Qty	Rate	Tax	Total
Wagner Park - (4 Exterior Doors Full Card Access)				\$10,849.80
Nettesheim Park - (1 Exterior Door, 2 Bathrooms Full Card Access)				\$7,929.35
South Park - (1 Exterior Door, 2 Bathrooms Full Card Access)				\$7,929.35
Sports Complex - (3 Exterior Doors, 4 Bathrooms Full Card Access)				\$17,236.15
Balmer Park - (2 Bathroom Doors Full Card Access)				\$6,333.39
Springdale Park - (2 Bathroom Doors Full Card Access)				\$6,333.39

Proposal Exclusions
We specifically exclude the following from our proposal: • Additional components other than stated above • Permits, if necessary • Premium time, holiday time, after hours time, weekend time • A service charge of 1.5% per month will be assessed on balances that remain unpaid 15 days beyond the invoice term date.

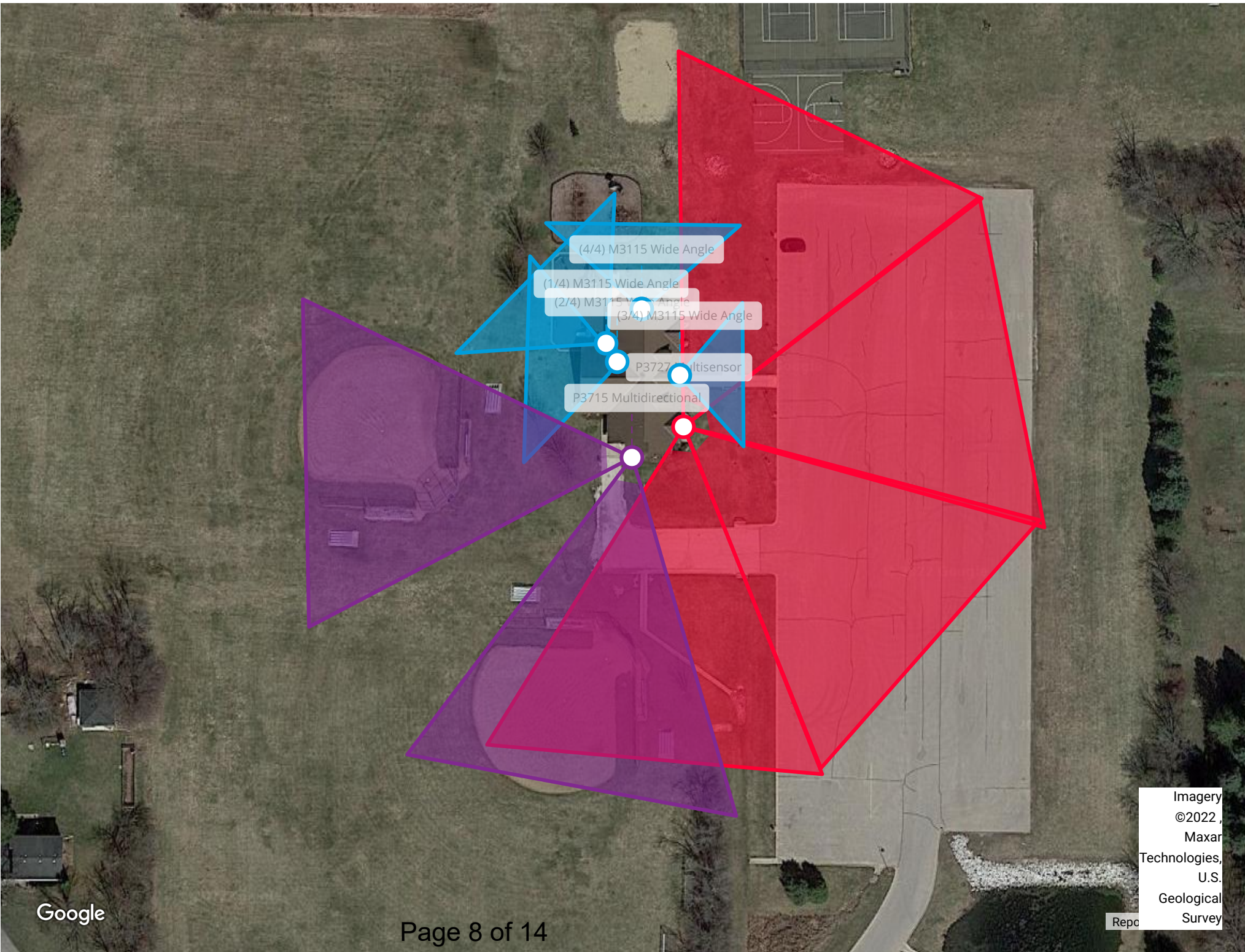
Total:

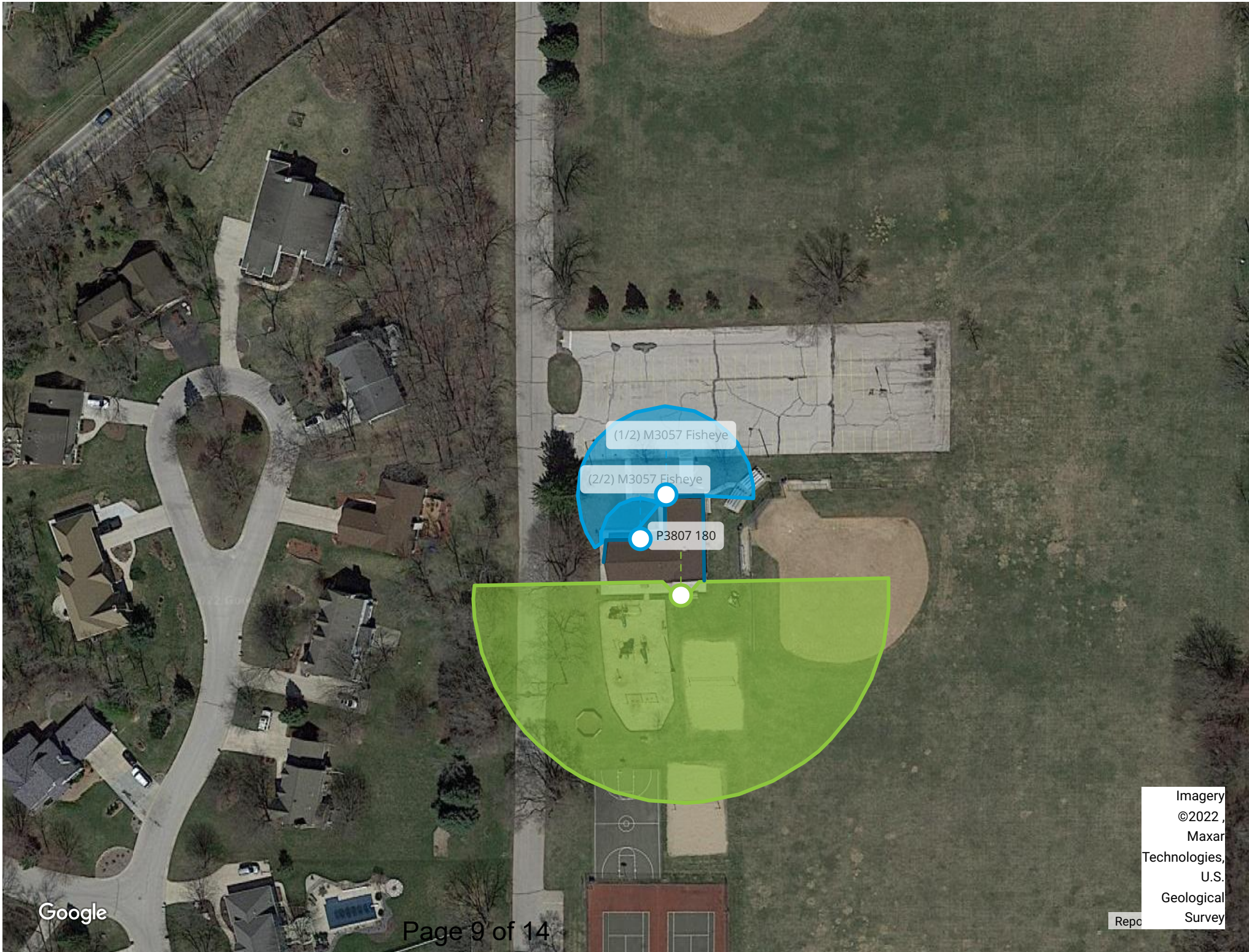
\$56,611.43

ACCEPTANCE OF PROPOSAL: The above prices, scope, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work specified.

Client:

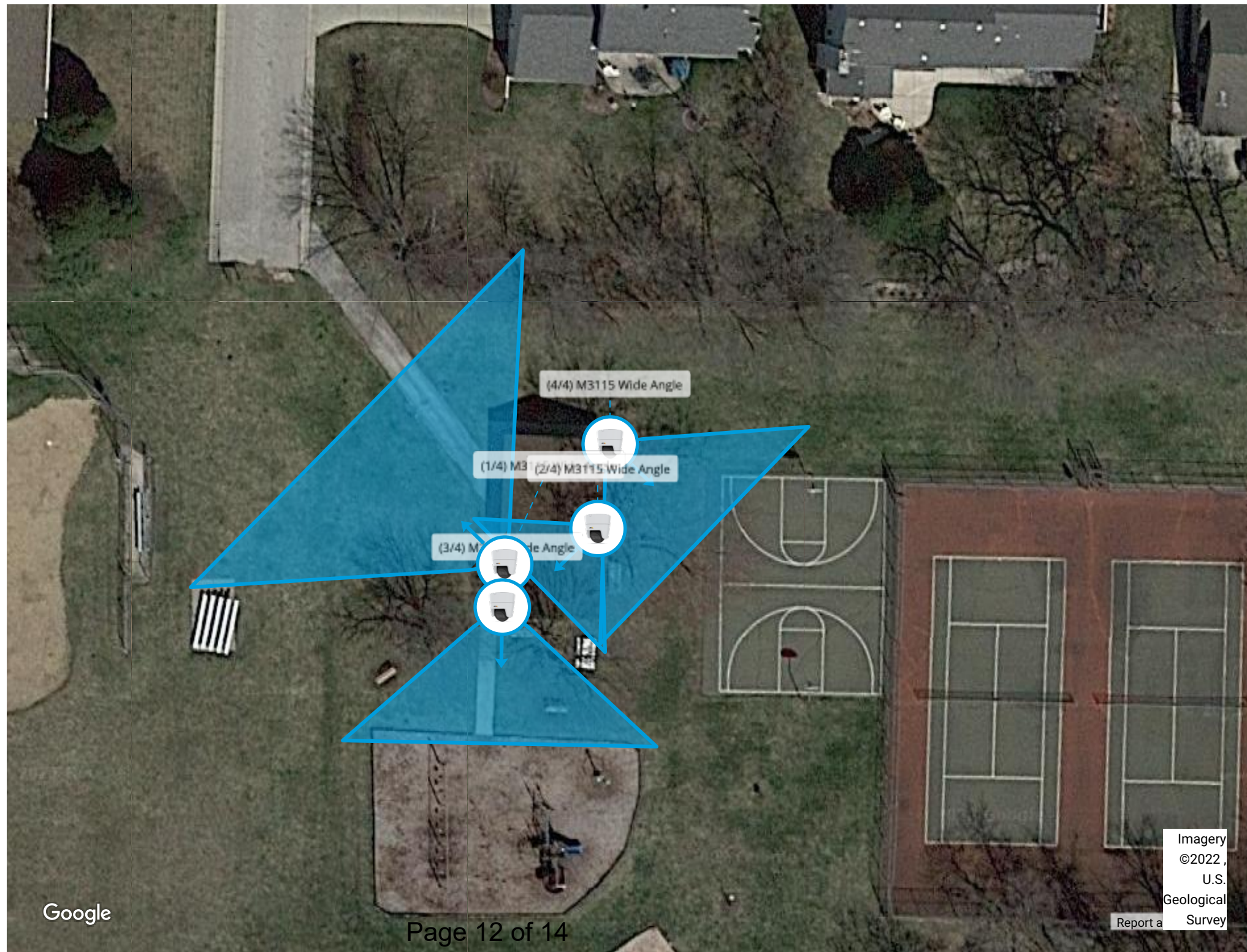
Date:













COMPLEX

SECURITY SOLUTIONS INC.

5100 S. Calhoun Road
New Berlin WI 53151
(262) 207-4099,
Sales@cplexsolutions.com

Proposal

Proposal #	76837284
DATE	04/27/2022

CUSTOMER
Village Of Pewaukee Nick Phalin phalin@pewaukee.wi.us 235 Hickory Street Pewaukee, WI, 53072 (262) 691-7275

SERVICE LOCATION
Village Of Pewaukee 235 Hickory Street Pewaukee, WI, 53072

Description	VILLAGE OF PEWAUKEE CARD ACCESS - 4/26/2022 SCOPE OF WORK - GENETEC CARD ACCESS - NETWORKED BACK TO CITY HALL - DOOR STRIKE CUTTING INCLUDED
-------------	--

Estimate				
Description	Qty	Rate	Tax	Total
Kiwanis Park - (2 Bathroom Doors Full Card Access)				\$6,507.89
Lakefront Park - (2 Bathroom Doors Full Card Access)				\$6,507.89

Proposal Exclusions
We specifically exclude the following from our proposal: • Additional components other than stated above • Permits, if necessary • Premium time, holiday time, after hours time, weekend time • A service charge of 1.5% per month will be assessed on balances that remain unpaid 30 days beyond the invoice date.

Total: \$13,015.78

ACCEPTANCE OF PROPOSAL: The above prices, scope, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work specified.

Client: _____
Date: _____

CITY OF PEWAUKEE
JOINT PARK AND RECREATION BOARD AGENDA ITEM 12.

DATE: May 11, 2022

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick

SUBJECT:

Discussion and possible action regarding funding for transient boat slip pier at Lakefront Park.

BACKGROUND:

As we finalize the plan for install for the 2022 season, we have a few more expenses to carry out the immediate pier install and connections.

FINANCIAL IMPACT:

The additional needs to have a safe and satisfactory pier in 2022 will require expenses of up to \$6,000. We believe that we will be able to install the pier in-house by parks maintenance staff which will lend an annual savings of approximately \$4,000.

We have additional grants applied for to fund pier expansion, concrete walkways and replacement fishing pier in 2023.

The timeline for install will likely be the week of May 23 pending availability of materials.

RECOMMENDED MOTION:

Recommended motion to utilize up to \$6,000 of funds in the Village Park Improvement fund to complete the transient boat slips at Lakefront Park. We would then pass this recommendation on to the Village Board.

ATTACHMENTS:

Description

Pier layout

USING 12" FLOATS

[illegible]

**CITY OF PEWAUKEE
JOINT PARK AND RECREATION BOARD AGENDA ITEM 13.**

DATE: May 11, 2022

DEPARTMENT: Parks and Recreation

PROVIDED BY:

SUBJECT:

Discussion and possible action regarding Joint Parks and Recreation Board meeting start time.

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

**CITY OF PEWAUKEE
JOINT PARK AND RECREATION BOARD AGENDA ITEM 14.**

DATE: May 11, 2022

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick

SUBJECT:

Update regarding Laimon Park financials.

BACKGROUND:

Laimon Park financials were not available from the Village due to their new software implementation and staff time.

FINANCIAL IMPACT:

RECOMMENDED MOTION: