



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

Wednesday, May 8, 2019

1:30 PM

TEST

-
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 March 13, 2019 meeting minutes.
 4. Discussion and possible action regarding proposed outfield signage at Pewaukee Sports Complex.
 5. Discussion and possible action regarding request of Pewaukee Youth Baseball to received credit for in-kind donations for the concession stand at Pewaukee Sports Complex.
 6. Discussion and possible action regarding request to utilize Lakefront Park for a summer shaved ice operation.
 7. Discussion and possible action regarding conceptual approval of portable ice rink at Kiwanis Village Park.
 8. Discussion and direction of potentially hosting community education programs that WCTC will no longer offer in 2020.
 9. Discussion and possible action regarding approval of the Laimon Park financial statements to date.
 10. Adjournment

Nick Phalin
Director

[Insert Publishing Date - Text shows at bottom below name/title.]

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 8, 2019

DEPARTMENT: Parks and Recreation

PROVIDED BY:

SUBJECT:

Approval of the March 13, 2019 meeting minutes.

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

March Minutes

MEETING MINUTES
Wednesday, March 13, 2019

7:00 PM

Pewaukee City Hall ~ Common Council Chambers
W240 N3065 Pewaukee Road, Pewaukee, WI 53072
VIDEO

In attendance:

1. Call to Order and Pledge of Allegiance
2. Public Comment
3. Approval of the February 13, 2019 meeting minutes.

A motion was made and seconded, (Brian Dziwulski, Bob Rohde) to approve the February 13, 2019 meeting minutes as written. Motion Passed: 6-For, 0-Against.

4. Discussion and possible action regarding request of Positively Pewaukee to utilize the beach for an event on June 15, 2019 from 9:30-11 am.

A motion was made and seconded, (Bob Rohde, Gary Majeskie) to approve of the Summer Beach Bash on June 15, 2019 from 9:30-11 am at Lakefront Park. Motion Passed: 6-For, 0-Against.

5. Discussion and action regarding approval of the 2019 summer program offerings.

A motion was made and seconded, (Todd Greenwald, Dave Linsmeier) to approve of the 2019 summer program offerings. Motion Passed: 7-For, 0-Against.

6. Discussion and possible action regarding partnership between Pewaukee Lake Water Ski Club and Winnebeergo to sell beverages and snacks during regularly scheduled ski shows on Thursday evenings.

A motion was made and seconded, (Dave Linsmeier, Brian Dziwulski) to approve the use of Winnebeergo to sell beverages and snacks at Lakefront Park during the water ski shows on Thursday evenings. Motion Passed: 7-For, 0-Against.

7. Discussion and action regarding approval of a summer "Roll Up Beer Garden" at Nettesheim Park sponsored by Winnebeergo.

A motion was made and seconded, (Bob Rohde, Amy Brimmer) to approve the Summer Roll Up Beer Garden dates for 2019 at South, Nettesheim and Balmer Parks. Motion Passed: 7-For, 0-Against.

8. Discussion and action regarding approval of the 2019 Parktoberfest agreement.

A motion was made and seconded, (Dave Linsmeier, Todd Greenwald) to approve of

the 2019 Parktoberfest event at Kiwanis Village Park. Motion Passed: 7-For, 0-Against.

9. Adjournment

A motion was made and seconded, (Dave Linsmeier, Bob Rohde) to adjourn. Motion Passed:
7-For, 0-Against.

Respectfully Submitted,
Nick Phalin
Director

3/7/19

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

DATE: May 8, 2019

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick Phalin

SUBJECT:

Discussion and possible action regarding proposed outfield signage at Pewaukee Sports Complex.

BACKGROUND:

Pewaukee Youth Baseball is coming before you to show proposed signage for outfield advertising/sponsorship and are seeking your feedback.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

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

DATE: May 8, 2019

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick Phalin

SUBJECT:

Discussion and possible action regarding request of Pewaukee Youth Baseball to received credit for in-kind donations for the concession stand at Pewaukee Sports Complex.

BACKGROUND:

Please see the attached list from PYB. They are asking to receive credit for all items listed toward their annual contribution of \$21,659.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

PYB In-kind request

AGENDA

Topic:

Outfield Signage, In-Kind Donation for Concession Stand at Pewaukee Sports Complex (PSC)

Pewaukee City Hall
W240 N3065, Pewaukee Rd
May 8, 2019
1900 CDT

Joint Park & Recreation Dept. (PPR) &
Pewaukee Youth Baseball (PYB)

Proposed Outfield Signage at PSC

Overall Concept | Gary Braun

Mock-up of PSC Signage (Including dimensions & color scheme | Gary Braun

Discussion | Group

Credit for In-Kind Donations for Items for Concession Stand at PSC

PYB would like to request the in-kind donation approval from the joint board for the following items:

- Boelter Foodservice Equipment
 - o Reach In Refrigerator \$2,926.00
 - o Reach In Freezer \$2,746.00
 - o Display Case \$898.00
 - o Pretzel Cabinet Kit \$120.00
 - o Work Table 72" \$420
 - Sub-Total: \$7,110.00
- Sam's Club
 - o SHARP Commercial Microwave Oven - \$248.98
 - o Chip Rack \$27.98
 - o 8-Burner Event Grill \$429
 - Sub-Total: \$741.96 (including \$36.00 Tax)
- Amazon
 - o Suncoo 24" Commercial Countertop Warmer - \$194.99
 - o Candy Rack \$48.45
 - Sub-Total: \$243.44
- Webstaurant Store
 - o Pizza / Snack Oven: \$241.72
- Valley Popcorn
 - o Popcorn Maker - \$1543.70
- Gehl Cheese Machine -- \$150.00 (3-year lease)
 - o Food Equipment Total: \$10,030.82 (N. Sandvik)
- Premier Floor Coating (Actual work being conducted by Garage Floors of Wisconsin)
 - o Concession Stand Epoxy Flooring System \$7,215.00 (does not include Storage Room)
 - o Flooring Total: \$7215.00 (K. Haug)

(see next page)



- Home Depot
 - o 1.3 cu foot Depository Safe \$293.23 (will be bolted to floor and a permanent fixture at PSC)
 - o Safe Total: \$293.23 (K. Haug)

Overall, PYB seeking approval on \$17,539.05 in like kind donation credit against our 2019-\$22,500.00 commitment to the Pewaukee Sports Complex.



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

DATE: May 8, 2019

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick Phalin

SUBJECT:

Discussion and possible action regarding request to utilize Lakefront Park for a summer shaved ice operation.

BACKGROUND:

Brandon operated this business in the summer of 2018. He is seeking daily operation and schedule as opposed to monthly this season. The schedule is reduced to Thursdays-Sundays.

Dates that have been approved include Thursday ski shows, Beach Bash, Taste of Lake Country, 4th of July.

The Classic Boat Show was not approved.

See Brandon's attached document.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Pewaukee Ice



Pewaukee Ice Business Plan



Name of Business: Pewaukee Ice

Operator: Brandon Kennedy

About me: I am a recent graduate of Pewaukee High School, I graduated with the 2016 class. Currently I am enrolled at the University of Wisconsin Colleges at Waukesha. I will be attending the University of Wisconsin Milwaukee in the fall. I am looking forward to providing even better customer service this year. Along with bringing back a great kid friendly area to the downtown strip.

Hours of Operation: 10am-7pm Thursday 11am-5pm Fridays, Saturdays and Sundays

- All hours are weather permitting
- Weekend hours would be based on my work schedule as I am not guaranteed off.
- Please confirm availability of the pavilion on Thursday's during Water Ski Show.
- Please confirm availability during events like the Beach Party, Taste of Lake Country, Classic Boat Show.
- Please confirm availability during Holidays like Memorial Day and 4th of July.

Renting Options: Based on the daily rental option offered last year I would like to pay at a per day rate rather than per month. As I may not be there every weekend day. I am planning on maximizing my renting experience from last season to this one. I would like to be open the days that I had a positive experience with in the previous season. Please confirm Thursdays, Holidays and special events as my commitment. Also, potential Friday through Sunday.

Opening Date: 5/23/2019

Closing Date: 8/31/2019

Staffing Plan: Either myself or my siblings will be there during all hours of operation running the business.

Products	Prices
Snow Cone, Regular & Large - Multiple Flavors	\$2.00 & \$3.00
Bottled Water	\$2.00
Gatorade/Powerade or Similar	\$3.00
Can Soda	\$1.50
Chips/Pretzels or Similar	\$1.50
Granola Bar	\$1.50
Pre-Packaged Candy	\$2.00

Signage: Small portable signs placed out front of the pavilion.

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

DATE: May 8, 2019

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick Phalin

SUBJECT:

Discussion and possible action regarding conceptual approval of portable ice rink at Kiwanis Village Park.

BACKGROUND:

Sydney Gergen is a girl scout looking to achieve her gold award and is looking for conceptual approval of her gold award project of a portable ice rink at Kiwanis Village Park. See Sydney's attached proposal.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Sydney Gergen proposal

Plan for ice skating rink in Pewaukee
Sydney Gergen's Girl Scout Gold Award
Overall Plan:

Currently, I am working to earn the Girl Scout Gold Award which is the highest Girl Scout award you can achieve (it is similar to the Boy Scout Eagle Award). In order to do this, there are some rules set in place by the Girl Scouts, such as the project has to be sustainable and help your community. While thinking of ideas, I came up with the idea to create an outdoor skating rink in Pewaukee Village Park. The rink would become a community gathering area for people of all ages during the winter season when the park is underutilized. The rink would use a portable system that is reusable each year so that the Park & Rec staff could set it up in subsequent years. It is a sustainable project overall because after I build this with the help of a team, the rink itself will have an 85" by 50" wooden frame surrounding the rink and a large tarp made out of recycled billboards to hold the water in during the freezing process. Once the winter season is over the rink can be quickly disassembled. In the summertime, pieces of the ring can be reassembled as a Gaga ball pit. This can be used as a multifunctional device.

The placement of the Ice Skating Rink will be at Kiwanis Village Park in the parks far top, left side on the parking lot closest to the pavilion. I planned to place the rink in this location because Village Park is a very noticeable place and many people drive past this location every day. A park is also used as a symbol to promote community gathering which is one of the goals for the ice skating rink. The visibility of the location is also a factor to think about so if people see an event, such as an ice skating rink, happening at the park, they are more inclined to go. The parking lot is the best place in the park because it is visible from the road and near the park shelter which has access to water for filling the rink and access to drains for draining it at the end of the season. Also, the parking lot is on a stable surface and if other companies would like to involve themselves such as food trucks, or other businesses such as the Winnebeergo, Brewers Two Cafe or Silly Willyz these businesses would have easy access. Also, the parking lot will give them a place to park their truck or a stand to sell toys.

The rink would also be placed towards the side of the playground to make it safer for kids to get to the playground to play. Another option would be to place the rink on the basketball court, so then it is closer to the building to flood the rink with water. It has all the same benefits, but it is not as easy to see from the street. The third option is to have the rink on the grass next to the basketball court if the destruction on concrete is a worry. Finally, the last option to put the ice rink is using the lake itself.

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

DATE: May 8, 2019

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick Phalin

SUBJECT:

Discussion and direction of potentially hosting community education programs that WCTC will no longer offer in 2020.

BACKGROUND:

More detail to be provided at the meeting.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

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

DATE: May 8, 2019

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick Phalin

SUBJECT:

Discussion and possible action regarding approval of the Laimon Park financial statements to date.

BACKGROUND:

Financial statements will be provided at the meeting.

FINANCIAL IMPACT:

RECOMMENDED MOTION: