



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

**Wednesday, November 8, 2017**

**7:00 PM**

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

- 
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 Parks/Recreation Director prior to the meeting.
  3. Approval of October 11, 2017 meeting minutes.
  4. Discussion and possible action regarding approval of the 2018 events for Positively Pewaukee.
  5. Discussion and direction regarding suggestion by Village Board to charge for beach use during the summer.
  6. Continued discussion and possible action regarding strategic goals for the Department.
  7. Update regarding the Pewaukee Sports Complex development.
  8. Update regarding the 2018 budget proposal.
  9. Discussion and action regarding approval of the October financial statements for Laimon Family Lakeside Park.
  10. Adjournment

Kelley Woldanski  
Director

Posted: [11/3/2017]

**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:** November 8, 2017

**DEPARTMENT:** PRCS - Parks and Recreation

**PROVIDED BY:**

***SUBJECT:***

Approval of October 11, 2017 meeting minutes.

***BACKGROUND:***

***FINANCIAL IMPACT:***

***RECOMMENDED MOTION:***

to approve the October 11, 2017 meeting minutes as written.

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

**DATE:** November 8, 2017

**DEPARTMENT:** PRCS - Parks and Recreation

**PROVIDED BY:** Kelley Woldanski

***SUBJECT:***

Discussion and possible action regarding approval of the 2018 events for Positively Pewaukee.

***BACKGROUND:***

Please see the attached outline of events.

***FINANCIAL IMPACT:***

***RECOMMENDED MOTION:***

to approve of the 2018 events for Positively Pewaukee.

**ATTACHMENTS:**

Description

2018 Positively Pewaukee events

## **2018 Positively Pewaukee Events**

### **KING & QUEEN HALF MARATHON**

**May 5, 2018**

Race will start and end at Village Park. Fees: Half Marathon: Village Park (one day) approximately 400 runners + spectators. \$250.00; they are tax exempt.

### **FOOD TRUCK RALLY & CAR SHOW**

**June 7, 2018**

4-8pm

Event held at Koepp Park

### **WATERFRONT WEDNESDAYS**

**Jun 6-August 22, 2018.**

6:00-8:30 pm

Weekly concerts at Lakefront Park. Positively Pewaukee utilizes the concession stand during this time and sells beer, wine and snacks. They paid \$80 per date in 2017 for this rental. \*Approving this event means they will continue to store items in the concession stand which has impaired other daily concession rentals. I do not have any other interested renters right now – Jolly John's will not be returning in 2018.

12 dates x \$80 = \$960.00

### **PEWAUKEE MULTISPORT WEEKEND**

**July 7-8, 2018**

They may wish to setup a tent at Village Park for the entire weekend for packet pick up for all events – this has not been solidified yet.

#### ***Saturday, July 7, 2018:***

Kids Triathlon – Lakefront Park

3:30-7 am set up

7:30-9:00 am event

Awards/ending ceremony held at Velocity

Any swimming portion will be concluded prior to the beach opening at 10 am.

Adult Duathlon – Village Park

10 am – 4 pm set up

5:30-7:30 pm event

8:00 pm Event ends and is clear

#### ***Sunday, July 8, 2018:***

Olympic and Sprint Triathlon – Lakefront Park start and end.

Beach set up to take place after beach hours for the swim portion.

Olympic race to start at 6:15 am, Sprint to start at 7:00 am; Event should be over by 11:30 am; clean up to occur that afternoon.

Fees we will charge for Multisport Weekend:

Lakefront Park

Saturday kids triathlon/Sunday adult triathlon ~ 100 kids; 700 triathletes + spectators: \$500.00 (\$250 per day)

Village Park

Registration tent Saturday: no charge

Saturday duathlon ~ 300 athletes + spectators: \$250.00

Sunday end of Triathlon ~ 700 triathletes + spectators: \$250.00.

Total for Multisport Weekend: **\$750.00**

**TASTE OF LAKE COUNTRY**

**July 27-28, 2018**

Friday: 5:00-10:30 pm

Saturday: 3:00-10:30 pm

Special event held downtown and on beach area. Beer, wine, food, vendor sales and live music. Setup occurs on Thursday afternoon and all of Friday morning. Event is cleaned up by Sunday morning. The Department has not charged for this event in the past.

**NEW: FOOD TRUCK RALLY & CAR AND HARLEY SHOW**

**August 31, 2018**

4-8 pm

Kiwanis Village Park

Food trucks, Classic Cars and Harley's from the 105<sup>th</sup> Anniversary showcased at event.

**NEW: 12 DAYS OF PEWAUKEE – KICKOFF EVENT (Tentative)**

**November 28, 2018**

Road closure – Fire Pits on the road, large movie screen on the road. People will probably be on the beach.

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

**DATE:** November 8, 2017

**DEPARTMENT:** PRCS - Parks and Recreation

**PROVIDED BY:** Kelley Woldanski

***SUBJECT:***

Discussion and direction regarding suggestion by Village Board to charge for beach use during the summer.

***BACKGROUND:***

During the 2018 budget discussion with the Village Board, it was once again recommended that we charge for beach use during the summer time. I would like to discuss this at the Joint Board level just to get a feel for your thoughts. We did not budget to add a staff person to take money and there are logistics that would need to be considered but it's better to have the discussion now so in case it continues to come up I have the Joint Board's opinion moving forward.

***FINANCIAL IMPACT:***

***RECOMMENDED MOTION:***

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

**DATE:** November 8, 2017

**DEPARTMENT:** PRCS - Parks and Recreation

**PROVIDED BY:** Kelley Woldanski

***SUBJECT:***

Continued discussion and possible action regarding strategic goals for the Department.

***BACKGROUND:***

At the September meeting it was requested that I bring forward the survey results from our last community survey as well as the recommendations from our former park planning subcommittee. Those have been attached for further discussion.

***FINANCIAL IMPACT:***

***RECOMMENDED MOTION:***

**ATTACHMENTS:**

Description

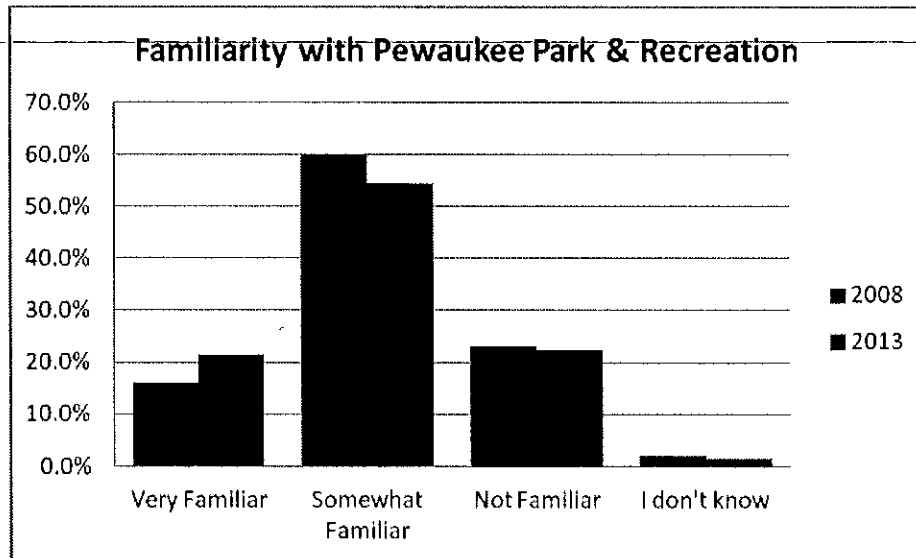
Survey results and future park uses



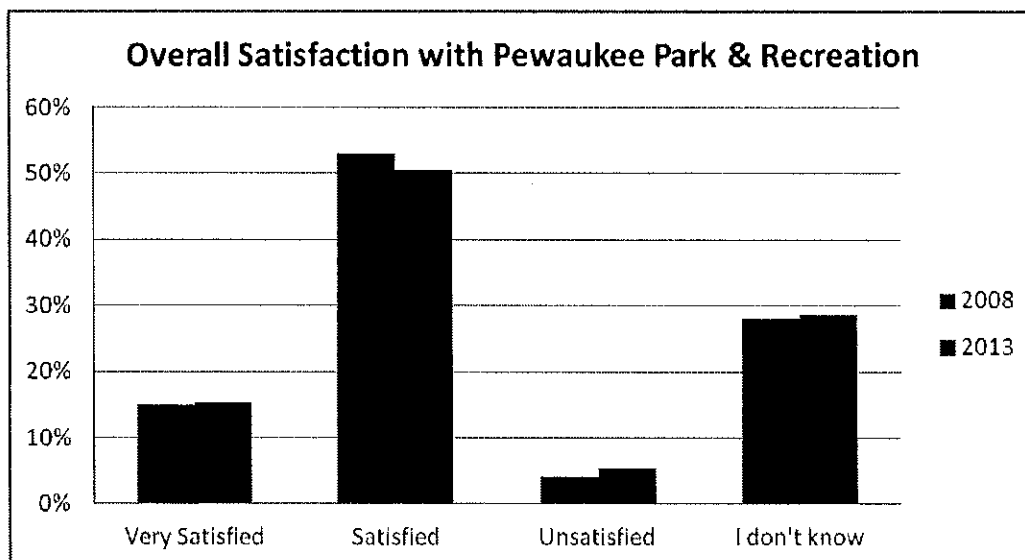
## 4.0 community needs assessment

### Familiarity and Satisfaction with the Pewaukee Park and Recreation Department

The first question asked respondents how familiar they were with the Pewaukee Park and Recreation Department. 70% of the respondents were either very familiar or somewhat familiar with the Pewaukee Park and Recreation Department.



The next question asked respondents how satisfied they were with the Pewaukee Park and Recreation Department. 66% of the respondents were either very satisfied or satisfied with the Department.



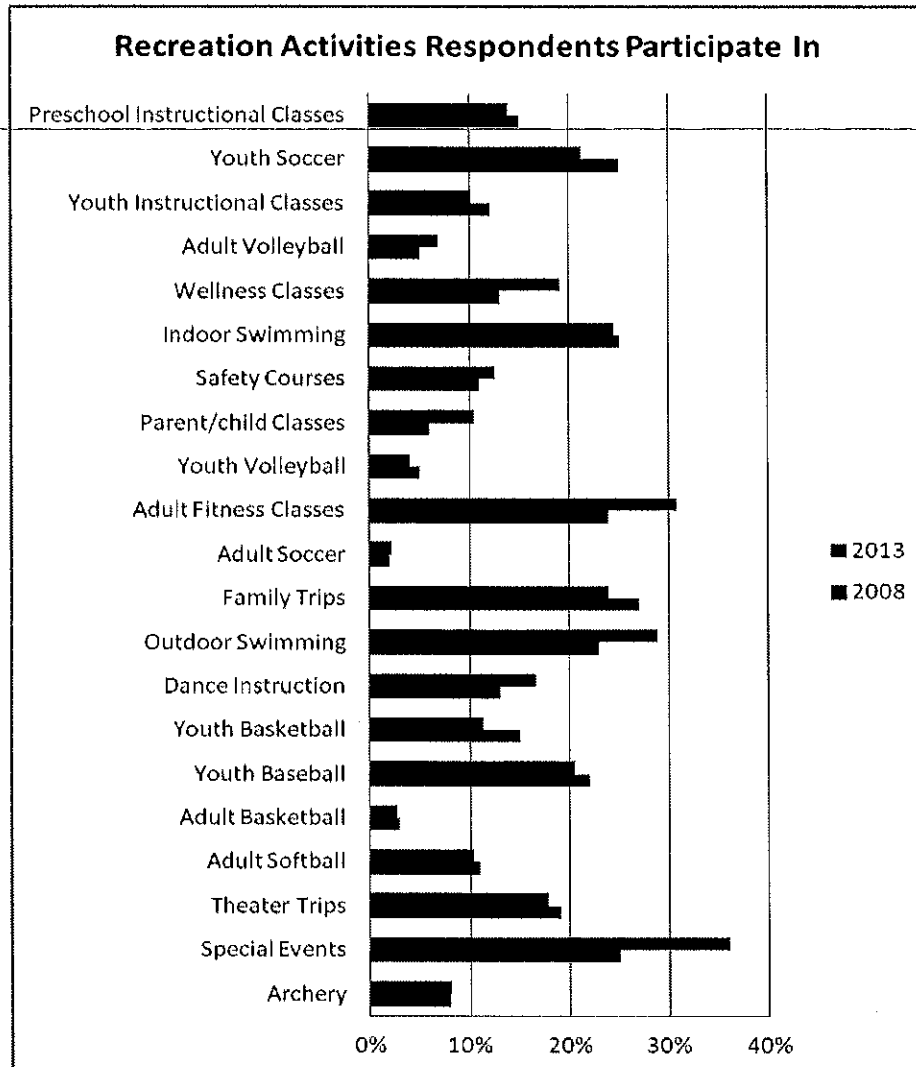




## 4.0 community needs assessment

### Respondent Recreational Preferences

Question three asked respondents what recreational activities they participate in either through Pewaukee Park and Recreation or through some other recreational venue.



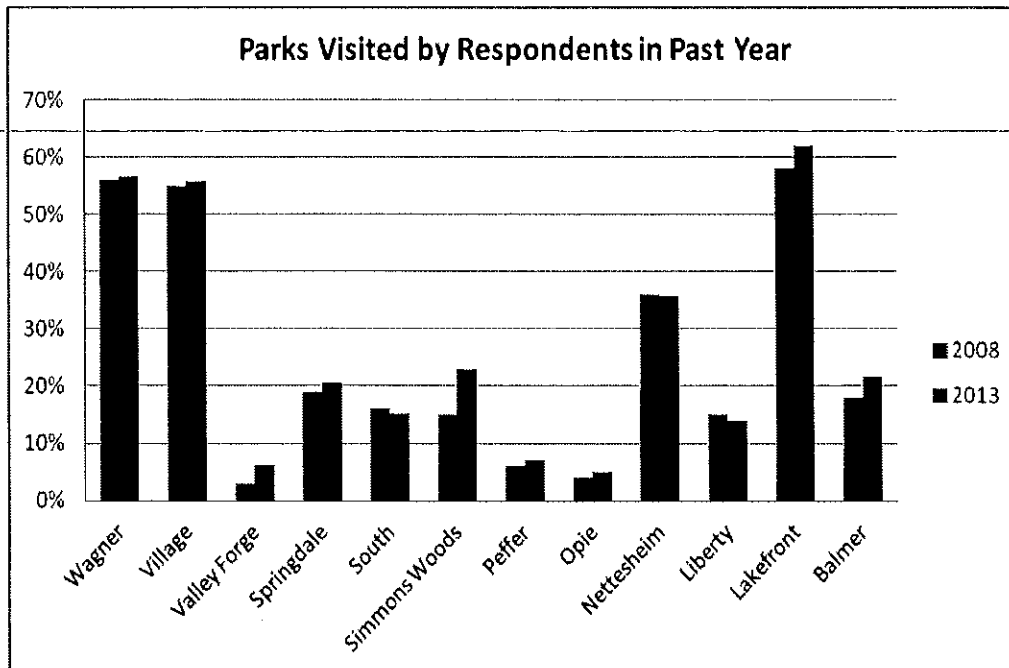
Respondents were allowed to choose as many activities as they or members of their family participate in. Of the 21 options they could choose, 36% of respondents participate in special events and 31% of the respondents participate in adult fitness classes. Other popular activities include outdoor swimming (29%), indoor swimming (25%) and family trips (24%). This information is useful for future programming ideas.



## 4.0 community needs assessment

### Respondent Usage of Pewaukee Park System

Question four asked respondents which parks within the Pewaukee Park System they or other members of their household visited in the past year.

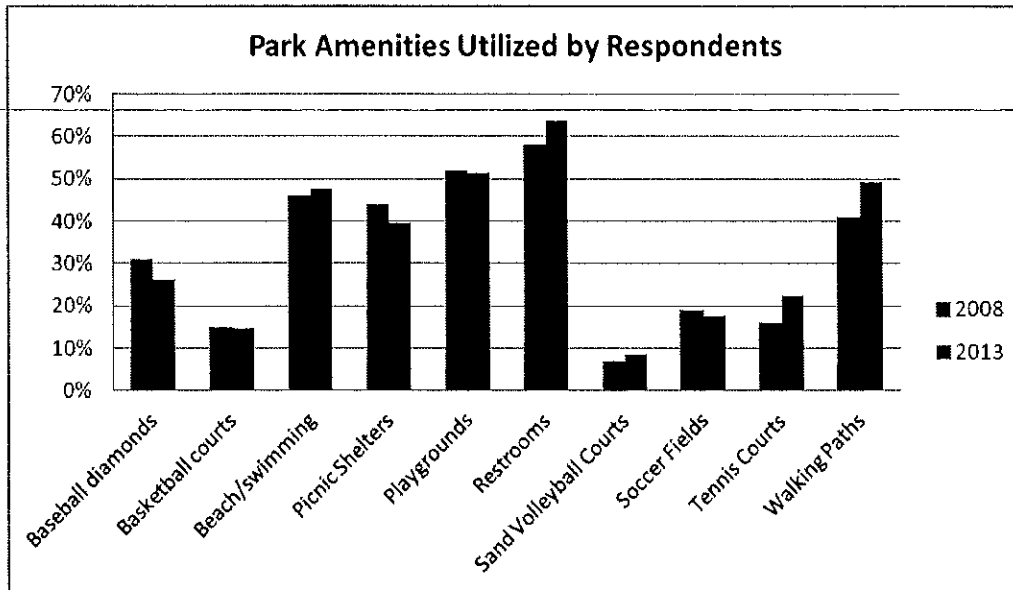


Lakefront Park was the most utilized park with 62% of the respondents indicating they or other members of their household visited it in the past year. Wagner Park (57%) and Village Park (56%) were the next two most visited.

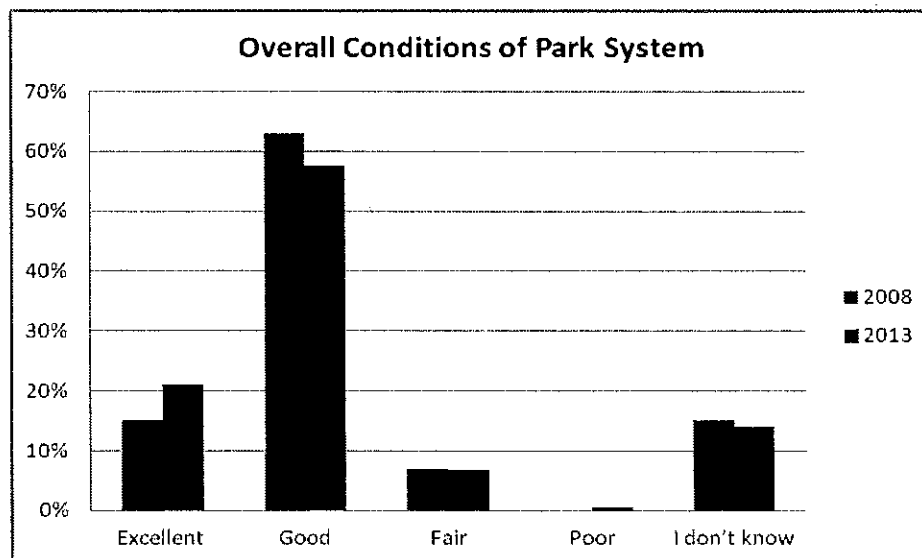


## 4.0 community needs assessment

The next question asked the respondents which amenities they utilized while visiting the parks. The most common amenities were the restrooms (64%) and playgrounds (52%). The beach/swimming area (48%), the walking paths (49%) and the picnic shelters (40%) were utilized by quite a few respondents as well.



The following question asked respondents how they felt the overall conditions were of the Pewaukee Park System. Conditions were favorable overall with 79% of respondents stating they are in excellent or good condition.

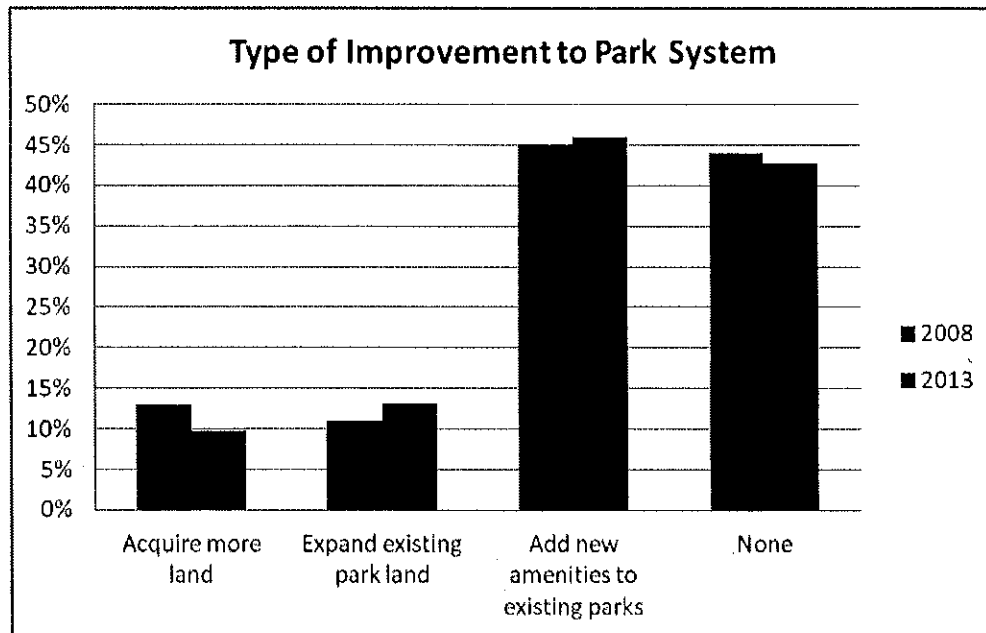




## 4.0 community needs assessment

### Potential Improvements Pewaukee Park and Recreation Should Make in the Future

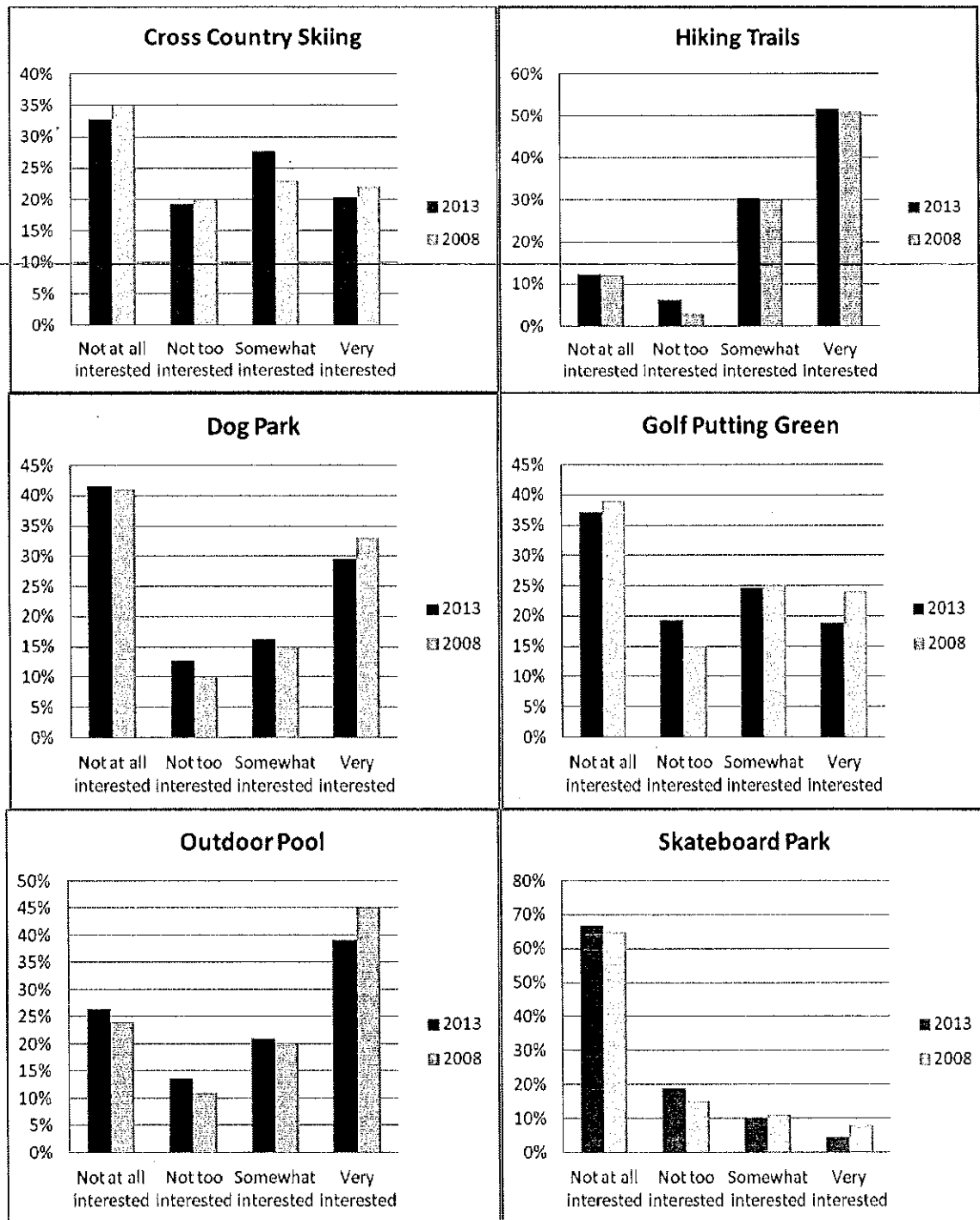
The survey asked respondents what types of improvements, if any, should the Pewaukee Park and Recreation Department make in the future. Each respondent could choose more than one option. Of the respondents, 10% felt they should acquire more land; 46% felt they should add new amenities; 13% felt they should expand existing land; and 43% felt they should do nothing.



As a follow-up question to the previous, the survey asked respondents to rate potential amenities the current park system could accommodate as to whether they were very interested, somewhat interested, not too interested or not at all interested in a specific amenity.

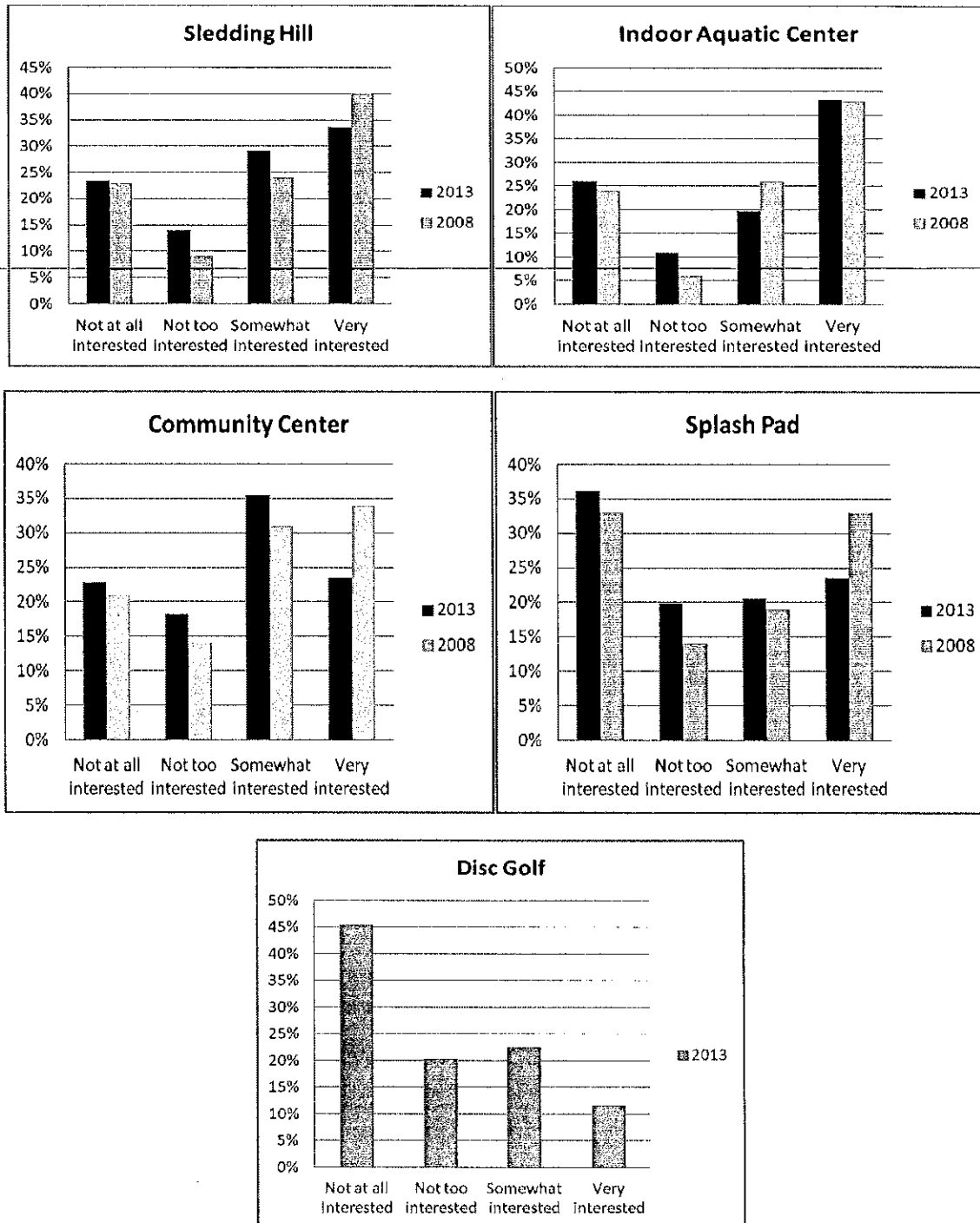


# 4.0 community needs assessment





## 4.0 community needs assessment

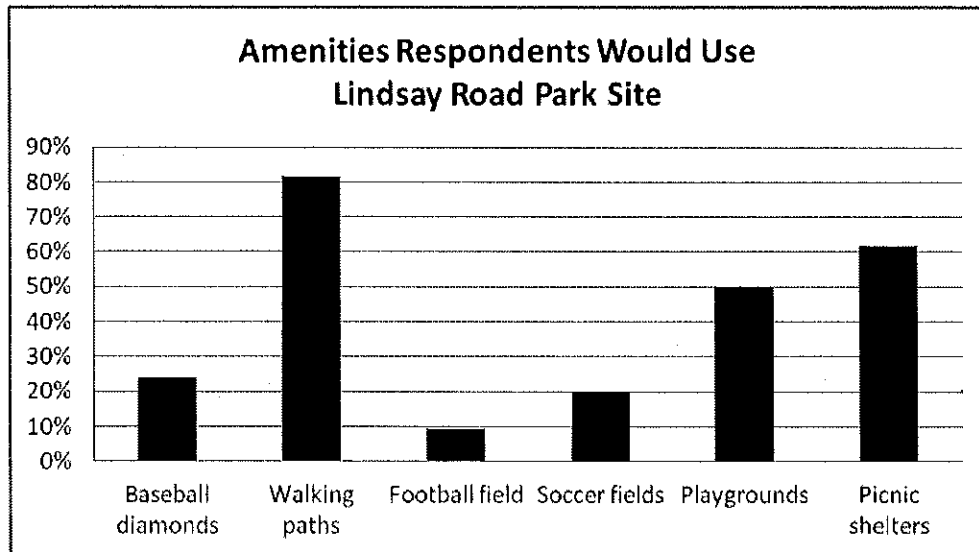




## 4.0 community needs assessment

Amenities respondents were most interested in (very and somewhat interested) include: hiking trails (82%), indoor aquatic center (63%), sledding hill (63%), outdoor pool (60%) and community center (59%). We also asked respondents to list any "other" suggestions. The most common here was a pool, to update the existing playground equipment, create more bike paths and make parks dog friendly.

The Pewaukee Park and Recreation Department currently has a piece of land that is slotted for a multi-sport complex. The 2013 survey asked what amenities they or their family members would use at the complex (this question was not asked in 2008). The most common answer was walking paths (82%). We again asked for "other" suggestions and the most common answers for this write-in question were a pool, dog park, tennis, and community center.

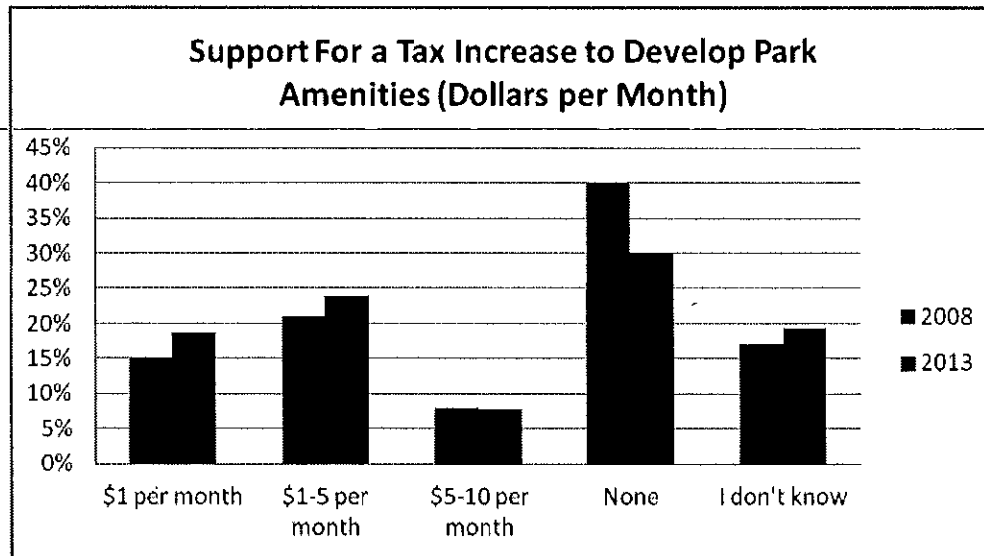




## 4.0 community needs assessment

### Support For a Tax Increase For New Park Amenities

The next question asked respondents to determine if they would support a tax increase to develop new amenities for parks and if so, how much they would support.



In 2008, the most common answer was none at 40%, however after reviewing the data, adding up the three possible tax increases gives 44% in favor of some type of tax increase with 17% not knowing how much they would support. In 2013, again the most popular answer appears to be none at 30% however adding up the three possible tax increases makes 51% of respondents supporting a tax increase with 19% not knowing how much they would support.

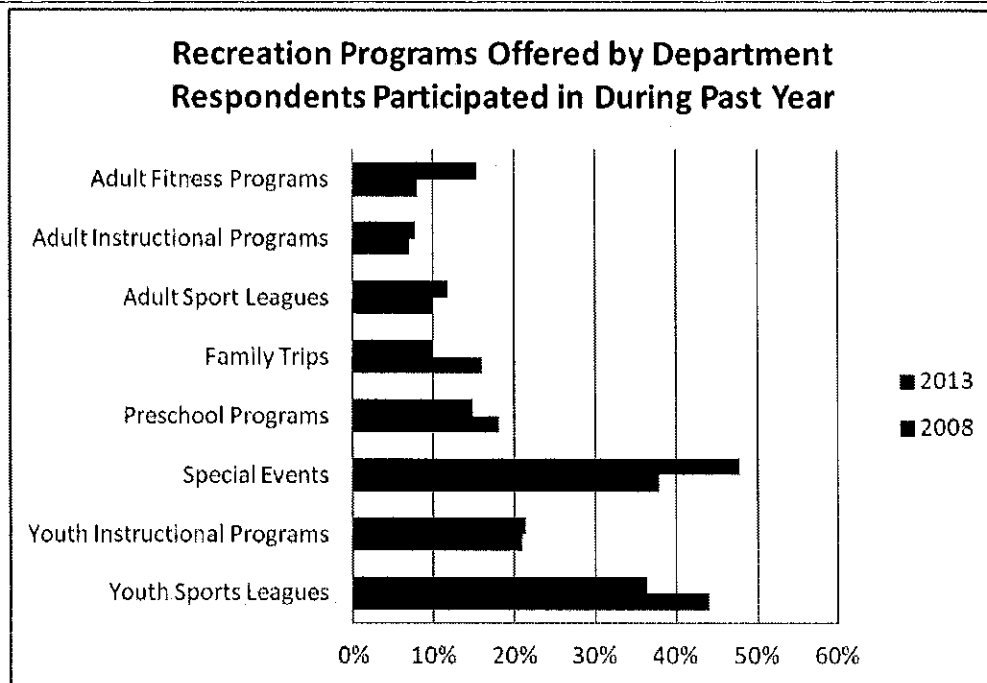




## 4.0 community needs assessment

### Recreational Program Participation and Expansion

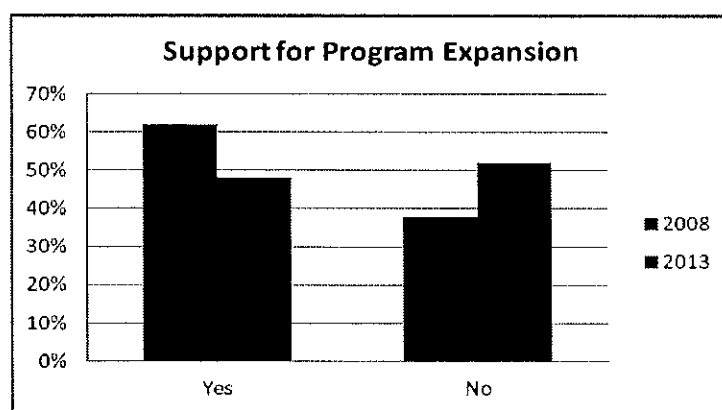
The next series of questions related directly to the programs offered by the Pewaukee Park and Recreation Department. The first question asked which types of programs respondents or members of their household participated in during the past year. In 2008, the most common was youth sport leagues whereas in 2013 the most common answer was special events (48%).



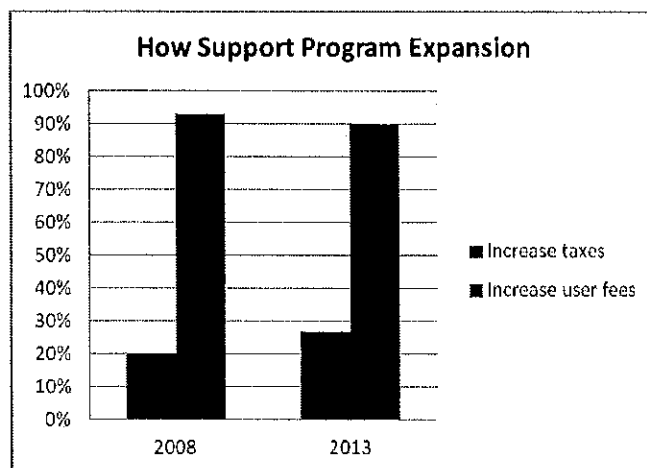


## 4.0 community needs assessment

The next question asked respondents, "yes or no" if they felt the Pewaukee Park and Recreation Department should offer more programs. 52% of the respondents said no with 48% saying yes. Respondents were then asked to make programming suggestions if they did indeed feel program expansion should occur. The most common responses to that were offering programs in the evening and on the weekend, adult fitness (cardio kickbox, core crunch, pilates, cycling, yoga, bootcamp), indoor swim lessons, senior programs (quilting, painting, pot luck lunch, cards, trips, Wii games), tween/teen programs and adult programs (support groups, health and wellness, tennis, swim, nutrition, general education).



The next question asked the respondent how they would support program expansion, either through an increase in taxes, increase in user fees or perhaps an "other" idea they have on their own. Respondents could choose both as well. The most common response was increase user fees (90%). Only 27% supported a tax increase for program expansion. The most common "other" response was fundraising.



Future Park Use Options

	Dog Park	Sledding	X - Skiing	Walking/Hiking	Ice Skating	Archery	Water Park	Skateboarding	Tennis Courts	VB - Lights	Wading Pool	Golf
Balmer	x			x		x?						
Nettesheim	x?				x	x						
South			x	x			x	x	x			
Springdale					x						x	
Wagner			x		x			x	x	x	x	
Lakefront												
Liberty		x										x
Opie												
Peffer					x							
Valley Forge												
Village			x			x						
Simmons Woods			x	x								
Sports Complex			x	x					x			
<b>NOTES:</b>												
Lakefront Iceskating - Move area closer to building w/shelter												
Peffer - Flood the park, perhaps look at a rink system with barriers												
Net/Wag - Possible permanent structure for ice skating in the winter/roller hockey in the summer												
Nett - May be acquiring more land for dog park / archery												
Cross Country skiing may need a snow packing system to create trails												
Wading Pools - we will need to check into water level requirements and safety												

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

**DATE:** November 8, 2017

**DEPARTMENT:** PRCS - Parks and Recreation

**PROVIDED BY:** Kelley Woldanski

***SUBJECT:***

Update regarding the Pewaukee Sports Complex development.

***BACKGROUND:***

I will update you at the meeting regarding work done thus far and our plans for the spring.

***FINANCIAL IMPACT:***

***RECOMMENDED MOTION:***

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

**DATE:** November 8, 2017

**DEPARTMENT:** PRCS - Parks and Recreation

**PROVIDED BY:** Kelley Woldanski

***SUBJECT:***

Update regarding the 2018 budget proposal.

***BACKGROUND:***

The City budget workshop went well; the Village budget workshop went well however there were questions that I needed to get answers to for one of the Trustees which I completed this week. The City's health insurance is still unknown but I hope to have something by the Joint Board meeting finalized as the City's public hearing on the budget is November 6th.

***FINANCIAL IMPACT:***

***RECOMMENDED MOTION:***

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

**DATE:** November 8, 2017

**DEPARTMENT:** PRCS - Parks and Recreation

**PROVIDED BY:** Kelley Woldanski

***SUBJECT:***

Discussion and action regarding approval of the October financial statements for Laimon Family Lakeside Park.

***BACKGROUND:***

Please see the attached statement.

***FINANCIAL IMPACT:***

***RECOMMENDED MOTION:***

**ATTACHMENTS:**

Description

October financial statement

Budget Comparison - Detail						
Fund: 960 - Laimon Park Fund						
OCTOBER						
REVENUE						
Account Number		2016 Oct	2017 Oct	Diff	2017 YTD Total	2017 Budget
960-00-40421-001-000	Contributed Capital	-		-	-	-
960-00-40439-000-000	Transfer in from General Fund	-		-	-	-
960-00-40474-000-000	Other Revenue/Grants	-	-	-	-	-
960-00-40622-001-000	Gasoline Sales	414.07	1,263.12	849.05	60,497.75	60,554.00
960-00-40622-002-000	Boat Launch Fees	(37.36)	206.11	243.47	8,062.07	8,400.00
960-00-40622-003-000	Rental Revenues	(4,600.00)		4,600.00	63,132.02	52,500.00
960-00-40622-004-000	Residential/Comm Rent Pymts	2,700.00	2,754.00	54.00	30,078.00	32,832.00
960-00-40635-000-000	Donations	-	-	-	-	-
960-00-40635-000-100	Donation/Designated/Laimons	-	-	-	23,500.00	26,000.00
960-00-40636-000-000	Interest Income	24.95	-	(24.95)	147.10	150.00
	Monthly Revenue Totals	(1,498.34)	4,223.23	5,721.57	185,416.94	180,436.00
EXPENSES						
Account Number		2016 Oct	2017 Oct	Dif	2017 YTD Total	2017 Budget
960-00-50403-000-000	Depreciation Expense	-		-	-	-
960-00-50427-000-000	Principal/Interest on Debt	-		-	40,043.50	-
	GENERAL GOVERNMENT EXPENSE	-	-	-	40,043.50	-
960-00-51938-000-000	Insurance/Prop/Liability/WC	-		-	350.00	350.00
960-00-51940-000-000	Lakeside Park Loan Payment Exp	-		-	-	40,044.00
960-00-51950-000-000	Land Acquisition Expense	-		-	-	-
	GENERAL GOVERNMENT EXPENSE	-	-	-	350.00	40,394.00
960-00-55200-000-110	Lakeside Park Wages	-	-	-	-	12,000.00
960-00-55200-000-130	Lakeside Park Fringe Benefits	-	-	-	-	-
960-00-55200-000-140	Lakeside Park Utilities Exp	161.82	161.53	(0.29)	161.54	3,840.00
960-00-55200-000-150	Gasoline Expense	-	4,913.73	4,913.73	39,504.71	37,570.00
960-00-55200-000-155	Operating Supplies	22.53	1.38	(21.15)	1,759.22	2,500.00
960-00-55200-000-156	Grounds & Maintenance	-	-	-	474.92	15,000.00
960-00-55200-000-160	Equipment Maintenance	-	-	-	3,817.41	5,000.00
960-00-55200-000-165	Building Maintenance	31.94	1,645.00	1,613.06	3,330.17	5,000.00
960-00-55200-000-168	Other Property Expenses/Taxes	-	-	-	4,852.18	7,718.00
960-00-55200-000-169	Donation A/C Funded Expenses	-	-	-	23,500.00	26,000.00
	CULTURE, RECREATION & EDUCATION	216.29	6,721.64	6,505.35	77,400.15	114,628.00
960-00-40636-000-000	Lakeside Park Capital Outlay	-		-	20,261.00	25,000.00
	CAPITAL OUTLAY	-	-	-	20,261.00	25,000.00
	Total Expenses	216.29	6,721.64	6,505.35	138,054.65	180,022.00