



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

Wednesday, December 13, 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 meeting minutes from November 8, 2017.
 4. Discussion and possible action regarding request of neighbors to Laimon Park to move lifts off site during winter months.
 5. Continued discussion and possible action 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. Discussion and possible action regarding the Laimon Park capital plan and planned improvements for 2018.
 8. Discussion and action regarding request to use Lakefront Park for the 2018 Antique and Classic Boat Show.
 9. Discussion and action regarding a capital budget purchase item change for 2017 from a flail mower attachment replacement to a new slit seeder.
 10. Update regarding the Pewaukee Sports Complex development.
 11. Adjournment

Kelley Woldanski
Director

Posted: [12/7/2017]

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: December 13, 2017

DEPARTMENT: PRCS - Parks and Recreation

PROVIDED BY:

SUBJECT:

Approval of meeting minutes from November 8, 2017.

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

approve November 8, 2017 meeting minutes as written.

ATTACHMENTS:

Description

November minutes

**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

In attendance:

D. Linsmeier, B. Dziwulski, D. Kaatz, A. Brimmer, B. Rohde.

Also Present: Parks, Recreation and Community Services Director K. Woldanski.

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.

A motion was made and seconded, (Bob Rohde, Brian Dziwulski) to approve the October 11, 2017 meeting minutes as written. Motion Passed: 4-For, 0-Against, 1-Abstain

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

A motion was made and seconded, (Brian Dziwulski, Bob Rohde) to approve of the 2018 events for Positively Pewaukee. Motion Passed: 5-For, 0-Against.

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.

A motion was made and seconded, (Bob Rohde, Dave Linsmeier) to approve of the October financial statements for Laimon Family Lakeside Park. Motion Passed: 5-For, 0-Against.

10. Adjournment

A motion was made and seconded, (Brian Dziwulski, Dave Linsmeier) to adjourn. Motion Passed: 5-For, 0-Against.

Respectfully Submitted,

Kelley Woldanski
Director

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

DATE: December 13, 2017

DEPARTMENT: PRCS - Parks and Recreation

PROVIDED BY: Kelley Woldanski

SUBJECT:

Discussion and possible action regarding request of neighbors to Laimon Park to move lifts off site during winter months.

BACKGROUND:

A neighbor living in the condo complex next to Laimon Park requested that we move the lifts we have stored on the property off site as they ruin the view they have of the lake. I would not agree to moving them off site for many reasons including cost, liability of moving property that is not ours as well as not having another site to take them to. They did not appreciate my response and requested to talk with someone else regarding the matter. Bob Rohde met with them and as a result we did lower one of the tallest lifts to help with the situation. He also informed them nothing would be done this year however he invited them to speak with the Joint Board regarding their request for future years. As of the posting of the agenda, I have not received a letter from them stating their concerns however if it is received prior to the meeting, it will be emailed separately.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

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

DATE: December 13, 2017

DEPARTMENT: PRCS - Parks and Recreation

PROVIDED BY: Kelley Woldanski

SUBJECT:

Continued discussion and possible action regarding suggestion by Village Board to charge for beach use during the summer.

BACKGROUND:

At the previous meeting we discussed this proposal and I was asked to look through previous meeting minutes to determine what happened the last time this was attempted. I could not find anything in the minutes however I talked with the previous Director, Dawn Thomson, and she said during her time here the Village charged for parking down at the beach and it was a 'logistical nightmare' therefore after one summer it was not done again.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

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

DATE: December 13, 2017

DEPARTMENT: PRCS - Parks and Recreation

PROVIDED BY: Kelley Woldanski

SUBJECT:

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

BACKGROUND:

This item will remain on the agenda for months to come. At the last meeting Bob Rohde and Del Kaatz volunteered to start working on ideas for other park uses. At this time I do not believe they have had a chance to meet therefore there may not be an update at this meeting and it will be revisited at the January meeting.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

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

DATE: December 13, 2017

DEPARTMENT: PRCS - Parks and Recreation

PROVIDED BY: Kelley Woldanski

SUBJECT:

Discussion and possible action regarding the Laimon Park capital plan and planned improvements for 2018.

BACKGROUND:

As part of the tenant lease extension, the tenants were asked to provide us a list of improvements they intend to make at the property. I have attached that list along with a copy of the capital improvement budget for the park. They have given us three options of larger ticket items they would like to contribute to so we will need to make a decision which of the three we would like to see completed by them.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

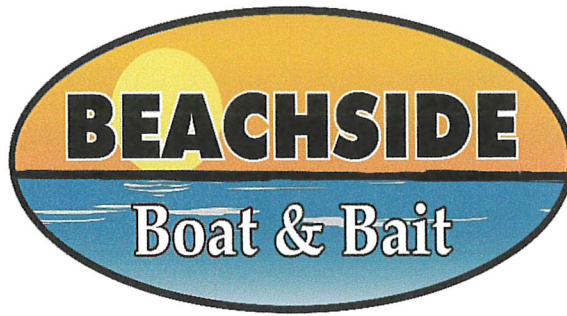
Laimon Park capital budget

Possible commitments from Beachside

LAIMON PARK FUND - CAPITAL IMPROVEMENT PLAN

ITEM DESCRIPTION	NEW USED	EST LIFE	Total Cost to Replace	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2018-2028 Budget
Residence roof	R	20	7,000	0	368	368	368	368	368	368	368	368	368	368	3,680
Gas pier	R	15	26,000	0	1,849	1,849	1,849	1,849	1,849	1,849	1,849	1,849	1,849	1,849	18,490
Slip pier	R	15	56,000	0	14,000	14,000	14,000	14,000	3,733	3,733	3,733	3,733	3,733	3,733	78,398
Launch pier	R	15	15,000	6,000	0	0	0	1,000	1,000	1,000	1,000	1,000	1,000	1,000	13,000
Launch rebuild (grant opportunity)	R	30													0
Furnace & A/C unit	R	10	6,000	0	667	667	667	667	667	667	667	667	667	600	6,603
Painting of residence (exterior)	R	7	5,000	0	0	0	0	5,000	715	715	715	715	715	715	9,290
Window replacement	R	15	5,000	0	334	334	334	334	334	334	334	334	334	334	3,340
Deck replacement - residence, upper	R	10													0
Gas pump upgrade	R	20													0
Ramps (wooden, fishing boat parking)	R	15													0
Parking lot	R	20	80,000	0	0	20,000	20,000	20,000	20,000	4,000	4,000	4,000	4,000	4,000	100,000
Add greenspace	NEW		20,000	0	0	0	0	0	20,000	0	0	0	0	0	20,000
Hydraulic post driver	R	20	4,000												0
Parking lot seal/stripe	R	3													0
Upgrade fuel system	R	20		12,000											12,000
	R														0
Total			224,000	18,000	17,218	37,218	37,218	43,218	48,666	12,666	12,666	12,666	12,666	12,599	264,801

Replacement Year in Green



Good Times on Pewaukee Lake!

September 29, 2017

Lease Renewal Improvements For
129 Park Avenue
Pewaukee, WI 53072

1. Replace awning over residential entrance door. → *PIR ordered*
2. Install new 4' composite fence around AC, Garbage Cans, and Utilities.
Village will saw cut asphalt for fence post.
3. Replace hand railing along water by kayak ramp.
4. Replace kayak ramp with new wood or composite panels.
5. Build new ramp for fuel dock entrance.
6. Willing to help pay for one of the following (A, B, or C)
 - A. Replacement of existing public launch dock. Would be willing to discount proposed estimate #1012 dated 9/11/2017 for (\$10,680.00) discounted price installed would be (\$6,000.00).
 - B. Would remove deck boards on existing 16' x 35' residential deck, and replace with composite no maintenance decking. We would provide materials and labor for installation of decking only. Would work with the Village to coordinate the repairs or replacement of railing.
 - C. Pay for seven new double hung windows. Needed in residential living space. Would pay up to \$3,000.00. → *PIR ordered, installed 12/4/17*

The village would be responsible for obtaining all required permits. All improvements made will be the property of the village.

Beachside Boat & Bait will continue to help improve and maintain the upkeep of the property.

P O Box 454 Pewaukee WI 53072
(262) 695-2628 FAX (262) 695-2248 www.beachsideboat.com

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

DATE: December 13, 2017

DEPARTMENT: PRCS - Parks and Recreation

PROVIDED BY: Wil Vidal

SUBJECT:

Discussion and action regarding request to use Lakefront Park for the 2018 Antique and Classic Boat Show.

BACKGROUND:

Please see the attached letter from Mr. Vidal. Noteworthy items include the request to have appetizers, beer, wine, soda and water at 5 pm on Friday night for the Chapter members rather than renting Kiwanis Village Park as they did in 2017. Also they are requesting to use the inside of the concession stand the day of. Lastly they are requesting that the \$260 rental fee be waived due to the fact that they are a non-profit organization and they have to pay to have the piers installed and removed each year for the event.

FINANCIAL IMPACT:

Reduction in rental fees for the Village of \$260 should the Board agree to waive the rental fee.

RECOMMENDED MOTION:

approve the 2018 Antique Boat Show.

ATTACHMENTS:

Description

Letter for Rental Request

Rental setup

Pewaukee Park and Recreation Board Meeting

Wednesday December 13, 2017

City of Pewaukee, City Hall

TO: Del Kaatz, Chairperson

Bob Rohde, Trustee

Dave Linsmeier

Brian Dziwulski, Alderman

Samantha Heffron

Amy Brimmer

Kelley Woldanski, Director Parks, Recreation & Community Services

cc Scott Gosse Village of Pewaukee Administrator

cc Keith Hepp, Park Maintenance Supervisor

Wil Vidal, Pewaukee Lake Antique & Classic Boat Show Committee Chairman

Mark Willis, Commodore Glacier Lakes Chapter, ACBS

SUBJECT: Permission for Pewaukee Lake Antique & Classic Boat Show

Saturday August 18, 2018 Village of Pewaukee, at Lakefront Park

- 1) **PIER SETUP-** SAME AS 2017 SHOW. Dawes crane will again be used to put in piers on Friday August 17 and removed Sunday August 19. Police will be alerted and Glacier Lakes will carry out safety precautions as previous years. Two people help direct traffic from 9AM to 10AM while piers are installed Friday and taken out on Sunday. The tents are also put up Friday morning. TENTATIVE: TV 6 will be contacted for on site interview before show. TV 6 did lake front interviews the Friday of The Pewaukee Boat Show in 2017 Meeting will be scheduled with Village of Pewaukee Police Department to review program.
- 2) **Security-** Boy Scout Troop 13, with adult supervision, will provide overnight security Friday and Saturday night. Contact person for scouts: Jeff Ding cell # 262-370-3464. We will work with Lt. Mark Garry of the Village of Pewaukee Police Dept., to insure security and safety. (Dispatch 262-446-5070) As in the past Scouts (adult supervision) will be given numbers to call if a situation arises. The scouts have been involved since 2007. A donation is given to the scout troop every year.
- 3) **FRIDAY NIGHT MOORING-** Again, Glacier Lakes would like to be able to allow mooring of up to 12 classic boats Friday night. This helps out of town guests and alleviates Saturday morning congestion. As previous years, the chapter may have an evening event at a chapter member house. In 2017, the chapter rented Kiwanis Village Park Friday night. The chapter would like to possibly find an informal way to have appetizers beer, wine soda and water about 5PM at Lakefront Park at the show site. After setting up tents, etc, chapter members could un-package and arrange merchandise and information brochures in the Information/Registration tent.
- 4) **BLOCK OFF STREET FROM Brewers Two Café to railroad tracks.**
The show includes: vintage cars, vintage boat related exhibitors and The "Wheelmen" an antique big wheel bike club (501c3 organization). The retailers will be reminded about the closure two weeks before. Two signs are displayed on the street. A sign is attached to one of the barriers by the tracks to give customers directions to the stores open during the closure. Another sign is posted at the intersection by Brewers Two Café. For the first time in 2017, the Village of Pewaukee Public Works in tandem with Park & Rec provided signage information for visitors. This was in tandem with the new water filled barriers. Glacier Lakes Chapter will also work with Lt. Mark Garry of the Village of Pewaukee PD., to insure security and safety for the street closing and opening. Show committee takes down the barricades when the street is safe for traffic after the show.
All governmental agencies have always helped to make it work for show exhibitors and visitors.
- 5) **BLOCKADE SETUP-** Plastic water filled barriers were implemented for the first time in 2017. There were initial concerns that the baracades would be a hindrance, but the Village Police Dept worked with the show organizes to make everything flow smoothly. The previous years procedures can be followed. The blockades are set up about 6:30AM Sat Aug 18, 2018. Allowing for vendor stragglers, the blockading finishes about 8AM. After the show, the chapter will drain water from the blockades and move them curbside.
BLOCKADES Blockade #1....West Wisconsin & Oakton,
Alerting vehicles of partial blocking. **Blockade #2....W Wisconsin Ave. at Brewers II.**

Blockade #3....Railroad Tracks- keep foot traffic off tracks. **Blockade #4....**West Wisconsin & High St. Veteran's tribute will continue for show closing. For cleanup, the street would be closed until 6PM. Based on past experience, the street will probably be open to traffic by 5:30-5:45PM.

- 6) **Land display of boats on property.** As previous years, Glacier Lakes would like to continue having boats displayed on land between the railroad building and the public pier. The chapter would also like to continue to park a boat between the public pier and the Pewaukee River dam outlet. It is realized that protection of the grassy area is always a concern for all. Glacier Lakes accepts responsible for protection of the Village of Pewaukee property in case of rain issues in the area being used. Glacier Lakes is again asking Park & Rec to use a portion of the beach for display purposes (70 ft from dam) as previous years. Glacier Lakes would like to use the area again for boat related displays. As the past number of years the model boat club sets up a display on the beach. On all these items, Keith Hepp will be consulted.
- 7) **Beach House Railroad Station.** Main front of building not used. A separate tent is setup for food and refreshments. Food, soda and water will be sold by The Pewaukee Ski Club out of half of the tent. Glacier Lakes sells Delafield Brewhaus beer and wine from the other half of the tent. Glacier Lakes continues to welcome other local organizations to put up a display and promote their activities. The Pewaukee Historical Society continues to participate. The Coast Guard Auxiliary had a trailer set up on the street near the beach in 2017 and will participate again for 2018.
- 8) **Beach House Railroad Station-back room/Garbage/bags.** Park & Rec allowed the show committee to store items in the electrical back room for past number of years starting Friday night. Glacier Lakes would like to continue using the back room. The committee gets additional large hinged covered plastic garbage containers. The same procedure will be followed for 2018. Might the concession room be available instead? Glacier Lakes would like to have continued access to extra garbage bags from Park & Recreation.

9) SHOW HOURS: STREET CLOSING 7AM SHOW OPENS: 9AM- 5PM

10) GLACIER LAKES CHAPTER ASKS PARK & REC TO FORGO FEES

The Glacier Lakes Chapter of The Antique & Classic Boat Society, Inc, is a 501(c) (3) organization. An abbreviated explanation of the Mission Statement is to promote the preservation and enjoyment of antique, classic and special interest watercraft of all types, both powered and non powered. The chapter has and will contribute to organizations fitting the mission statement. There probably is no other boat show in the country that puts in piers and takes them out after an event. In the past, companies didn't charge. A crane company lifts the piers and other marine construction company puts in anchoring pipes, strings cable and hooks up barges to stabilize the pier system. It used to be gratis. This is now costing \$1,200.00 to do this labor intensive procedure. We are a small organization providing fun event for visitors of all ages. That is why we are asking that you forgo or reduce fees. THANK YOU

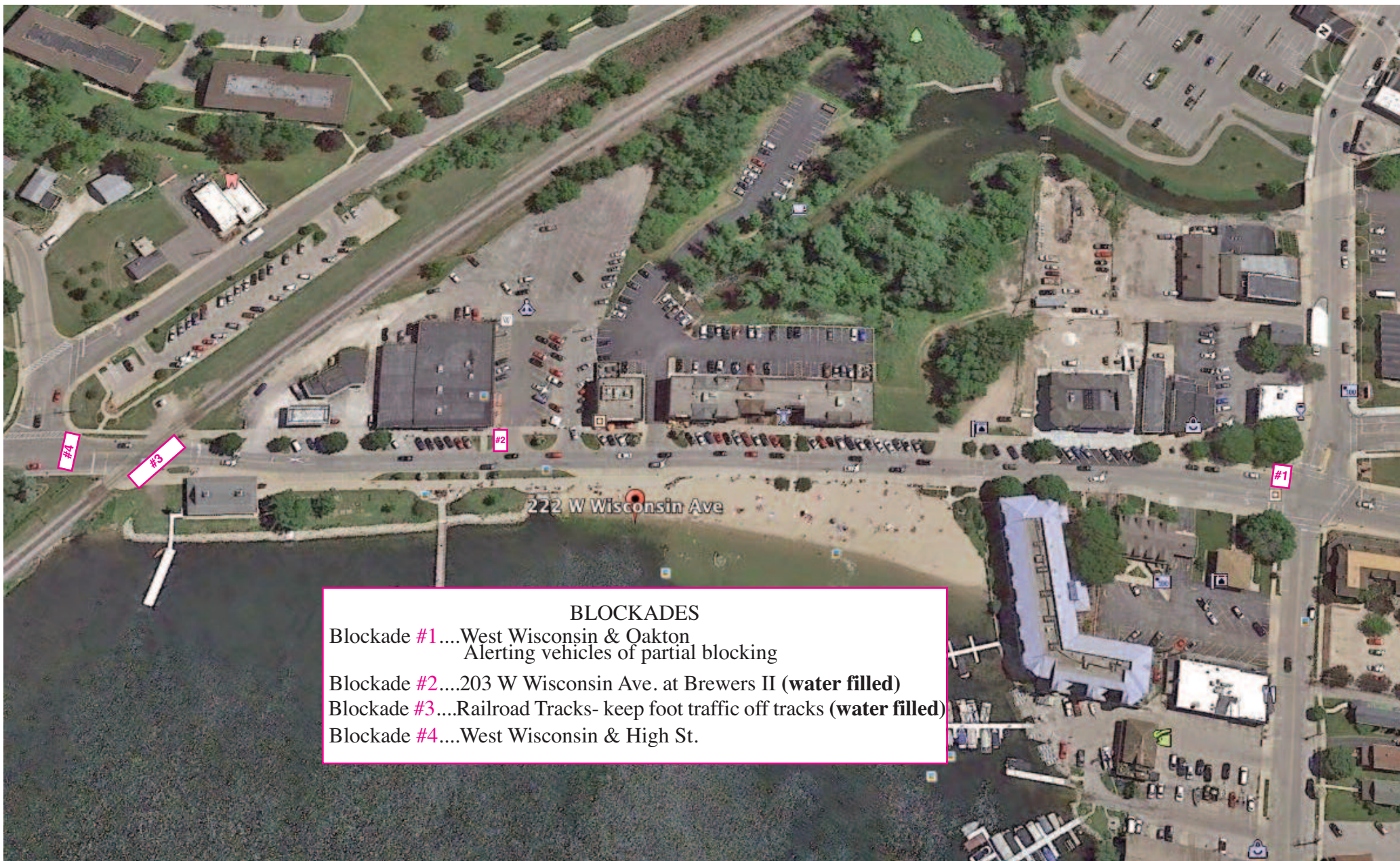
CONTACTS. Co-Chairmen

Wil Vidal W298 N1875 Lost Tree Ct. Pewaukee, WI 53072

(H) 262-695-2994 (Cell) 414-870-1173 Email: wvidaljr@wi.rr.com

Bob Stoltz N30 W28979 W Lakeside Dr. Pewaukee, WI 53072

CELL: 414-881-4383 Email: bstoltz4@gmail.com



BLOCKADES

Blockade #1....West Wisconsin & Oakton
Alerting vehicles of partial blocking

Blockade #2....203 W Wisconsin Ave. at Brewers II (**water filled**)

Blockade #3....Railroad Tracks- keep foot traffic off tracks (**water filled**)

Blockade #4....West Wisconsin & High St.

PEWAUKEE ANTIQUE & CLASSIC BOAT SHOW

TRAFFIC CONTROL WATER FILLED BARCADES August 18, 2018

Blockades will be set up at 6:30AM Sat Aug 18, 2018 by Village of Pewaukee Police Dept.

Blockades will be dewatered and moved by Glacier Lakes Chapter after show ends and street is cleared of exhibitors(between 5:30-6:00PM

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

DATE: December 13, 2017

DEPARTMENT: PRCS - Parks and Recreation

PROVIDED BY: Kelley Woldanski

SUBJECT:

Discussion and action regarding a capital budget purchase item change for 2017 from a flail mower attachment replacement to a new slit seeder.

BACKGROUND:

We originally budgeted \$6,500 for a flail mower attached for our tractor for this year which was approved during the budget process. After the summer use of ball diamonds and soccer turf, we determined we are in need of a slit seeder more than the flail mower attachment. The flail mower attachment will be removed from our capital replacement plan as it is not used often and can be maintained to still be usable in the future. Therefore we would like to purchase a slit seeder for \$5,900 rather than replace the flail mower attachment for \$6,500. This piece of equipment will be used a lot to repair heavily used turf areas throughout the parks.

FINANCIAL IMPACT:

We would be saving \$600 in the capital budget in 2017.

RECOMMENDED MOTION:

approve the purchase of the slit seeder

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

DATE: December 13, 2017

DEPARTMENT: PRCS - Parks and Recreation

PROVIDED BY: Kelley Woldanski

SUBJECT:

Update regarding the Pewaukee Sports Complex development.

BACKGROUND:

I will provide an update at the meeting.

FINANCIAL IMPACT:

RECOMMENDED MOTION: