



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

Wednesday, November 13, 2019

7:00 PM

Pewaukee City Hall ~ Common Council Chambers
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 Director prior to the meeting.
 3. Approval of the October 9, 2019 meeting minutes.
 4. Discussion and action regarding approval of the 2020 winter/spring Park & Recreation programs.
 5. Discussion and possible action regarding the ability to charge for parking as admission fees during single use events (baseball/soccer tournaments, rentals, etc) at Pewaukee Sports Complex.
 6. Update regarding Positively Pewaukee's 'Hot Air Balloon Fest' for September 11-13, 2020.
 7. Discussion and possible regarding rental fees for Positively Pewaukee's Hot Air Balloon Fest.
 8. Discussion and possible action regarding Positively Pewaukee's requested events for 2020.
 9. Discussion and possible action regarding park benches at Koepp Park.
 10. Discussion and possible action regarding Winnebego's direction of funds generated for the 2019 season.
 11. Update regarding Strategic plan.
 12. Update regarding the budget process to date.
 13. Discussion and possible action regarding approval of the Laimon Park financial statements to date.
 14. Adjournment

Nick Phalin, CPRP
Parks & Recreation 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: November 13, 2019

DEPARTMENT: Parks and Recreation

PROVIDED BY:

SUBJECT:

Approval of the October 9, 2019 meeting minutes.

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

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

DATE: November 13, 2019

DEPARTMENT: Parks and Recreation

PROVIDED BY:

SUBJECT:

Discussion and action regarding approval of the 2020 winter/spring Park & Recreation programs.

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

W/S Programs

2020 Winter/Spring Recreation Programs

Program Name	Description	Age(s)	Cost
AARP Safe Driving	Safety Class for Seniors	Seniors	\$15/\$20
Adaptive Easter Egg Hunt*	Egg hunt for special needs	All	FREE – Kiwanis Sponsored
Adult Spanish	Spanish Language Classes	Adults	\$42/\$52
Adv. Digital Photo*	Photography	Adults	\$16/\$26
Animal Adventures	Preschool Theme Class	3-5 yrs	\$36/\$46
Antique Clock Repair**	WCTC Class	Adults	\$230/\$240
Art Escape Room*	One day art event	6-12	\$16/\$26
Art Thru the Senses	Adaptive Art Class	5-12	\$48/\$58
Art Unleashed	Youth Art Class	6-12 yrs	\$48/\$58
Badges & Buddies	Coop w/WC Sheriff	7+ yrs	Free/\$6 non res
Basic Yoga Blend	Gentle Yoga	Adults	\$42/\$52
Brains & Balance	Senior Wellness Class	Adults	\$16/\$26
Building Bridges Bingo	Intergenerational Program	4+ yrs	FREE (food pantry donation)
Building Bridges Pour Art*	Intergenerational Program	8+ yrs	\$16/\$26
Camera/Pics*	Photography	Adults	\$16/\$26
CCC (Coffee, Cakes & Con.)*	Topics of learning	Adults	Free
Chair Yoga	Senior Fitness Class	Adults	\$27/\$37
Cooking Demos	3 Cooking Themes	Adults	\$25
Cutting the Cord*	Cutting tech costs	Adults	\$16/\$26
Dance Mix	Youth Dance Class	5-7 yrs	\$88/\$98
Easter Egg Hunt	Legion Post Event	All	FREE (food pantry donation)
Expression Thru Dance*	Adaptive Dance Class	6-12 yrs	\$32/\$42
Folk Art Painting***	Coop with Sussex	9+ yrs	\$20/\$25
Friday Night Hiking	Activity/Social	Adults	\$5/\$15
Fun with Dance	Preschool Dance Class	3-4 yrs	\$80/\$90
Girls Softball	Slow/Fast Pitch LOL league	3-8 grades	\$67/\$89 per player
Henna Art Painting***	Coop with Sussex	9+ yrs	\$20/\$25
Jazzercise	Fitness Class	Adults	Contracted
Kids for Kindness	Cards/Gifts for those in need	7-14 yrs	\$5/\$15
Learn the Harmonica*	Music instruction	Adults	\$54/\$65
Learn to Ice Skate	Coop w/Waukesha Co	4-12 yrs	\$65/\$75
Messy Hands Valentines*	2 Day Preschool Art Class	3-5 yrs	\$18/\$28
Mosaic Experience*	Coop w/PAAC	16+ yrs	\$48/\$58
Old Family Photos*	Photo organization	Adults	\$16/\$26
Paint-A-Pic	Intergenerational Art Class	6+ yrs	\$16/\$26
Pickleball Clinics	New player clinic	Adults	\$15/\$25
Portrait Drawing**	WCTC Class	Adults	\$135/\$145
Positively Fit	Senior Fitness Class	Adults	\$16/\$26
Pour! Art Class*	Coop w/PAAC	16+ yrs	\$16/\$26
Preschool Prom	Family 'Prom' Event	3-5 yrs	\$10 per person
Quiet Bingo*	Bingo using signs	All	FREE w/Food Pantry Don.
Recreational Tree Climbing	Coop w/Waukesha Co	7+ yrs	\$40/\$50

Safety Days	Preschool safety	3-5 yrs	\$36/\$46
Snowshoeing w/Trish	Activity/Social	Adults	Free
Super Scientists*	Preschool Science Class	3-5 yrs	\$36/\$45
Tai Chi	Senior Fitness Class	Adults	\$30/\$40
Trips	Coops with local communities	Adults	Fees set by other depts.
Watercolor**	WCTC Class	Adults	\$135/\$145
Yoga	Yoga	Adults	\$42/\$52
Zumba Gold	Senior Fitness Class	Adults	\$16/\$26
Zumba Toning	Senior Fitness Class	Adults	\$16/\$26

Summer Camps

Program Name	Description	Ages	Cost
SPARK	SS Wrap Around @ Schools	1-6 th grades	\$770 res/\$970 non-res +70 extended care
Summer Day Camp (Full)	All day camp – 9 weeks	1-6 th grades	\$620 res/\$710 non-res
Summer Day Camp (Bundle)	Camp & Summer School bussing combination	1-6 th grades	\$545 res/\$635 non-res
Leadership Camp (Full)	All day camp – 9 weeks	7-8 th grades	\$650 res/\$740 non-res
Leadership Camp (Bundle)	Camp & Summer School bussing combination	7-8 th grades	\$585 res/675 non-res

NOTES:

- ★ New Programs (Total 18)
- ★★ WCTC Programs (Total 3)
- ★★★ Fees set by other Departments or Contractors

Camp Fee Increases for 2020:

SPARK increased by \$75 per child

Day Camp (Full) increased by \$85 per child

Day Camp (Bundle) increased by \$75 per child

Leadership Camp (Full) increased by \$85 per child

Leadership Camp (Bundle) increased by \$75 per child

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

DATE: November 13, 2019

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick Phalin

SUBJECT:

Discussion and possible action regarding the ability to charge for parking as admission fees during single use events (baseball/soccer tournaments, rentals, etc) at Pewaukee Sports Complex.

BACKGROUND:

Pewaukee Sussex United soccer, Pewaukee Youth Baseball and Positively Pewaukee have all inquired separately about the ability to charge for parking as an admission fee at the Pewaukee Sports Complex for one time events such as soccer tournaments, baseball tournaments or special events.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

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

DATE: November 13, 2019

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick Phalin

SUBJECT:

Update regarding Positively Pewaukee's 'Hot Air Balloon Fest' for September 11-13, 2020.

BACKGROUND:

Elaine Kroening of Positively Pewaukee will provide an update on the Hot Air Balloon Fest for September 11-13, 2020.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

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

DATE: November 13, 2019

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick Phalin

SUBJECT:

Discussion and possible regarding rental fees for Positively Pewaukee's Hot Air Balloon Fest.

BACKGROUND:

Positively Pewaukee had their 'Hot Air Balloon Fest' approved for September of 2020. We now need to put a fee structure in place for their rental.

They currently pay rental fees for Waterfront Wednesday, but not for Taste of Lake Country, Community Cookout & Car Show or Halloween Fun Fest.

The Joint Board did approve Pewaukee Sports Complex rental rates based on soccer fields and ball diamonds in 2018. The daily rate for entire soccer or baseball side was approved at \$1,400/day. Concession stand rate is \$50/hour or \$500/day. There are also hourly field and diamond rates. Per soccer field and per ball diamond would each be \$15/hour.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

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

DATE: November 13, 2019

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick Phalin

SUBJECT:

Discussion and possible action regarding Positively Pewaukee's requested events for 2020.

BACKGROUND:

Elaine Kroening from Positively Pewaukee will share her requested events for 2020.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Car Show

Halloween Fun Fest

Taste of Lake Country

Waterfront Wednesday



RECEIVED

OCT 22 2019

VILLAGE OF PEWAUKEE
235 HICKORY ST PEWAUKEE WI

SPECIAL EVENT PERMIT APPLICATION

Permit approved _____	Date _____
Permit fees paid _____	Date _____
Deposit paid _____	Date _____
Deposit returned? _____	Date _____

FEES ARE NON-REFUNDABLE

Name of Organization Positively Pewaukee			
Street Address 120 W Wisconsin Ave	City Pewaukee	State WI	Zip 53072
Phone Number 262-695-9735	Are you a 501(c)3 Organization? Circle one		Yes No
Event Contact Person (First & Last Name) Elaine Kroening			
Address Same	City	State	Zip
Email elaine@positivelypewaukee.com	Phone Number	Day of Event Phone Number 414-510-4214	

EVENT INFORMATION

Name of Event Community Cookout and Car Show	Date(s) of Event June 12, 2020
Event Start Time 3:30	Event End Time 8:00pm
Location of the Event* Kiwanis Village Park	
<i>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 Village Park, you must reserve the park through the Park/Recreation Department prior to getting your special event permit approved by the Village Board. Call 262-691-7275.</i>	
Generally describe your event and its purpose Community Cookout with food being provided by local nonprofits and churches Live music Car Show in the parking lot Kids area	
Estimated Number of Participants 1,000	Spectators Vendors 8

OTHER INFORMATION

Based on the definition described in the Special Event Manual, do you consider your event to be a Public Special Event or a Private Special Event? Please explain why.

Public Special Event

Are you a Local Civic/Nonprofit Group as defined by Village Code? (Copy of code in manual) <i>Circle One</i>	<input checked="" type="radio"/> Yes	No
Is there an outdoor bar that will serve alcohol? <i>If yes, alcohol and bartender licenses are necessary under separate application. Circle One.</i>	<input checked="" type="radio"/> Yes	No
Is there an outdoor bar that will serve soda? <i>If yes, soda license is required under separate application. Circle One.</i>	<input checked="" type="radio"/> Yes	No
Does the event include the sale of food on public property? <i>If yes, a Food Vendor Permit is required under separate application. Circle One.</i>	<input checked="" type="radio"/> Yes	No
Does the event include the sale of merchandise? <i>If yes, a Transient Merchant license is required under separate application. Circle One.</i>	Yes	<input checked="" type="radio"/> No
Does the event involve fireworks? <i>If yes, please provide a detailed fireworks plan with application. Circle One.</i>	Yes	<input checked="" type="radio"/> No
Does the event involve amplified music?	<input checked="" type="radio"/> Yes	No
If yes, will the amplified music be a (Circle one) :	<input checked="" type="radio"/> Band	DJ Other
Hours of amplified music:	6:00 - 8:00 pm	
Please list the number of security staff you will be providing for the event:		
Will you need barricades provided by the Village for your event, if so, how many?	<input checked="" type="radio"/> Yes	6 wood
Will you be erecting any tents, canopies or other temporary structure(s)? <i>If yes, the Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event. Circle One.</i>	Yes	<input checked="" type="radio"/> No
Will you be requiring electricity? <i>Circle One.</i>	Yes	<input checked="" type="radio"/> No
Will you be providing portable restrooms and wash stations? <i>Circle One.</i>	Yes	<input checked="" type="radio"/> No
<i>If yes, how many will you provide and where will they be located?</i> In the Old Duncan parking lot		
Will you provide parking for participants? <i>Circle One.</i>	Yes	<input checked="" type="radio"/> No
<i>If yes, where will parking be available?</i> Street parking and shuttle service from WCTC		
Will you provide a dumpster/clean-up services? <i>Circle One.</i>	<input checked="" type="radio"/> Yes	No
Will you need extra 55 gallon garbage cans? <i>If yes, please include the number of cans you would like in your refuse collection plan below. Circle One.</i>	<input checked="" type="radio"/> Yes	No
<i>If yes, please describe your clean-up and refuse collection plan.</i> Hired cleaning company		

OTHER INFORMATION CONTINUED

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

Garbage cans, recycle cans, picnic tables and bleachers

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

Yes

No

INSURANCE REQUIREMENTS

A certificate of insurance (\$1,000,000 minimum coverage) and a copy of the "additional insured" endorsement, each naming the Village of Pewaukee as an additional insured under the event organizer's general liability insurance policy, may be required. Those events that will be required to provide the aforementioned insurance indemnification include, but are not limited to: 1) an event that includes alcohol, or 2) an event that is anticipated to have attendance greater than 500 people per day, or 3) an event that includes a road closure.

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 Village 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 Village for loss or cleaning costs. The Village 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 Village reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by the Police and/or Fire Department and/or there is a violation of Village Ordinances, State Statutes or the terms of the Applicant's permit. The Village 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 releases the Village of Pewaukee, its employees, agents, subcontractors and assigns indemnified as and against any and all claims, demands, actions, causes of action, costs or expenses made against or incurred by the Village, including, but not limited to, actual attorney fees arising from the approval of this event application and the conducting of the activity set forth therein including, but not limited to, any and all claims for injury or damage to property arising from the event or any activities related thereto.

Elain Kwoen
Signature of Applicant

10/22/19
Date

For staff use only

Application forwarded to:

☐ Building Inspector

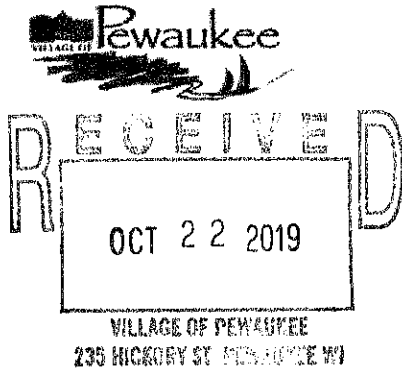
☐ Chief of Police

☐ Clerk/Treasurer

☐ Fire Chief

☐ Park & Recreation Director

☐ Public Works Director



SPECIAL EVENT PERMIT APPLICATION

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

Name of Organization Positively Pewaukee				
Street Address 120 W Wisconsin Ave		City Pewaukee	State WI	Zip 53072
Phone Number 262-695-9735		Are you a 501(c)3 Organization? <i>Circle one</i>		Yes <input type="checkbox"/> No <input type="checkbox"/>
Event Contact Person (First & Last Name) Elaine Kroening				
Address Same		City	State	Zip
Email elaine@positivelypewaukee.com	Phone Number		Day of Event Phone Number 414-510-4214	

EVENT INFORMATION

Name of Event Halloween Fun Fest	Date(s) of Event October 24, 2020
Event Start Time Noon	Event End Time 1:30pm
Location of the Event* Lakefront Park	
<p>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.</p> <p>*If you are using a Village Park, you must reserve the park through the Park/Recreation Department prior to getting your special event permit approved by the Village Board. Call 262-691-7275.</p>	
Generally describe your event and its purpose Merchant Trick or Treat	
Estimated Number of Participants 500	Spectators
Vendors	

OTHER INFORMATION

Based on the definition described in the Special Event Manual, do you consider your event to be a Public Special Event or a Private Special Event? Please explain why.

Public Special Event

Are you a Local Civic/Nonprofit Group as defined by Village Code? (Copy of code in manual) <i>Circle One</i>	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Is there an outdoor bar that will serve alcohol? <i>If yes, alcohol and bartender licenses are necessary under separate application. Circle One.</i>	Yes	<input checked="" type="radio"/> No
Is there an outdoor bar that will serve soda? <i>If yes, soda license is required under separate application. Circle One.</i>	Yes	<input checked="" type="radio"/> No
Does the event include the sale of food on public property? <i>If yes, a Food Vendor Permit is required under separate application. Circle One.</i>	Yes	<input checked="" type="radio"/> No
Does the event include the sale of merchandise? <i>If yes, a Transient Merchant license is required under separate application. Circle One.</i>	Yes	<input checked="" type="radio"/> No
Does the event involve fireworks? <i>If yes, please provide a detailed fireworks plan with application. Circle One.</i>	Yes	<input checked="" type="radio"/> No
Does the event involve amplified music?	Yes	<input checked="" type="radio"/> No
If yes, will the amplified music be a (Circle one) :	Band	DJ Other
Hours of amplified music:		
Please list the number of security staff you will be providing for the event:		
Will you need barricades provided by the Village for your event, if so, how many?	Yes	
Will you be erecting any tents, canopies or other temporary structure(s)? <i>If yes, the Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event. Circle One.</i>	Yes	<input checked="" type="radio"/> No
Will you be requiring electricity? <i>Circle One.</i>	Yes	<input checked="" type="radio"/> No
Will you be providing portable restrooms and wash stations? <i>Circle One.</i>	Yes	<input checked="" type="radio"/> No
<i>If yes, how many will you provide and where will they be located?</i> In the Old Duncan parking lot		
Will you provide parking for participants? <i>Circle One.</i>	Yes	<input checked="" type="radio"/> No
<i>If yes, where will parking be available?</i> Street parking and shuttle service from WCTC		
Will you provide a dumpster/clean-up services? <i>Circle One.</i>	Yes	<input checked="" type="radio"/> No
Will you need extra 55 gallon garbage cans? <i>If yes, please include the number of cans you would like in your refuse collection plan below. Circle One.</i>	Yes	<input checked="" type="radio"/> No
<i>If yes, please describe your clean-up and refuse collection plan.</i> Hired cleaning company		

OTHER INFORMATION CONTINUED

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

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

Yes

No

INSURANCE REQUIREMENTS

A certificate of insurance (\$1,000,000 minimum coverage) and a copy of the "additional insured" endorsement, each naming the Village of Pewaukee as an additional insured under the event organizer's general liability insurance policy, may be required. Those events that will be required to provide the aforementioned insurance indemnification include, but are not limited to: 1) an event that includes alcohol, or 2) an event that is anticipated to have attendance greater than 500 people per day, or 3) an event that includes a road closure.

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 Village 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 Village for loss or cleaning costs. The Village 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 Village reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by the Police and/or Fire Department and/or there is a violation of Village Ordinances, State Statutes or the terms of the Applicant's permit. The Village 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 releases the Village of Pewaukee, its employees, agents, subcontractors and assigns indemnified as and against any and all claims, demands, actions, causes of action, costs or expenses made against or incurred by the Village, including, but not limited to, actual attorney fees arising from the approval of this event application and the conducting of the activity set forth therein including, but not limited to, any and all claims for injury or damage to property arising from the event or any activities related thereto.

Elaine Koenig
Signature of Applicant

10/22/19
Date

For staff use only

Application forwarded to:

- ☐ Building Inspector
- ☐ Chief of Police
- ☐ Clerk/Treasurer

- ☐ Fire Chief
- ☐ Park & Recreation Director
- ☐ Public Works Director



SPECIAL EVENT PERMIT APPLICATION

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

Name of Organization Positively Pewaukee			
Street Address 120 W Wisconsin Ave	City Pewaukee	State WI	Zip 53072
Phone Number 262-695-9735	Are you a 501(c)3 Organization? <i>Circle one</i>		Yes <input type="checkbox"/> No <input type="checkbox"/>
Event Contact Person (First & Last Name) Elaine Kroening			
Address Same	City	State	Zip
Email elaine@positivelypewaukee.com	Phone Number	Day of Event Phone Number 414-510-4214	

EVENT INFORMATION

Name of Event Taste of Lake Country	Date(s) of Event July 24- 25
Event Start Time Friday – 5:00pm Saturday 1:00 pm	Event End Time 10:30 each night Road will be reopened Sunday morning by 9:00am
Location of the Event* Pewaukee Lakefront	
<p><i>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.</i></p> <p><i>*If you are using a Village Park, you must reserve the park through the Park/Recreation Department prior to getting your special event permit approved by the Village Board. Call 262-691-7275.</i></p>	
Generally describe your event and its purpose Music on the beach – Food by Lake Country vendors The purpose is to bring people to Pewaukee and as a fundraiser for Positively Pewaukee	
Estimated Number of Participants 15,000	Spectators Vendors 18

OTHER INFORMATION

Based on the definition described in the Special Event Manual, do you consider your event to be a Public Special Event or a Private Special Event? Please explain why.

Public Special Event

Are you a Local Civic/Nonprofit Group as defined by Village Code? (Copy of code in manual) <i>Circle One</i>	<input checked="" type="radio"/> Yes	No
Is there an outdoor bar that will serve alcohol? <i>If yes, alcohol and bartender licenses are necessary under separate application. Circle One.</i>	<input checked="" type="radio"/> Yes	No
Is there an outdoor bar that will serve soda? <i>If yes, soda license is required under separate application. Circle One.</i>	<input checked="" type="radio"/> Yes	No
Does the event include the sale of food on public property? <i>If yes, a Food Vendor Permit is required under separate application. Circle One.</i>	<input checked="" type="radio"/> Yes	No
Does the event include the sale of merchandise? <i>If yes, a Transient Merchant license is required under separate application. Circle One.</i>	<input checked="" type="radio"/> Yes	No
Does the event involve fireworks? <i>If yes, please provide a detailed fireworks plan with application. Circle One.</i>	Yes	<input checked="" type="radio"/> No
Does the event involve amplified music?	<input checked="" type="radio"/> Yes	No
If yes, will the amplified music be a (Circle one) :	<input checked="" type="radio"/> Band	DJ Other
Hours of amplified music: Fri - 5:00 - 10:30 Sat 1:00 - 10:30		
Please list the number of security staff you will be providing for the event:	12	
Will you need barricades provided by the Village for your event, if so, how many?	Yes	
Will you be erecting any tents, canopies or other temporary structure(s)? <i>If yes, the Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event. Circle One.</i>	<input checked="" type="radio"/> Yes	No
Will you be requiring electricity? <i>Circle One.</i>	<input checked="" type="radio"/> Yes	No
Will you be providing portable restrooms and wash stations? <i>Circle One.</i>	<input checked="" type="radio"/> Yes	No
<i>If yes, how many will you provide and where will they be located?</i> In the Old Duncan parking lot		
Will you provide parking for participants? <i>Circle One.</i>	<input checked="" type="radio"/> Yes	No
<i>If yes, where will parking be available?</i> Street parking and shuttle service from WCTC		
Will you provide a dumpster/clean-up services? <i>Circle One.</i>	<input checked="" type="radio"/> Yes	No
Will you need extra 55 gallon garbage cans? <i>If yes, please include the number of cans you would like in your refuse collection plan below. Circle One.</i>	<input checked="" type="radio"/> Yes	No
<i>If yes, please describe your clean-up and refuse collection plan.</i> Hired cleaning company		

OTHER INFORMATION CONTINUED

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

Garbage cans, recycle cans, police and fire service

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

Yes

No

INSURANCE REQUIREMENTS

A certificate of insurance (\$1,000,000 minimum coverage) and a copy of the "additional insured" endorsement, each naming the Village of Pewaukee as an additional insured under the event organizer's general liability insurance policy, may be required. Those events that will be required to provide the aforementioned insurance indemnification include, but are not limited to: 1) an event that includes alcohol, or 2) an event that is anticipated to have attendance greater than 500 people per day, or 3) an event that includes a road closure.

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

Yes

No

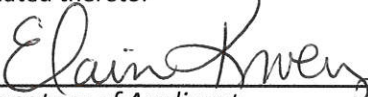
DEPOSIT REQUIREMENTS

The applicant may be required to submit to the Village 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 Village for loss or cleaning costs. The Village 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 Village reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by the Police and/or Fire Department and/or there is a violation of Village Ordinances, State Statutes or the terms of the Applicant's permit. The Village 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 releases the Village of Pewaukee, its employees, agents, subcontractors and assigns indemnified as and against any and all claims, demands, actions, causes of action, costs or expenses made against or incurred by the Village, including, but not limited to, actual attorney fees arising from the approval of this event application and the conducting of the activity set forth therein including, but not limited to, any and all claims for injury or damage to property arising from the event or any activities related thereto.


Signature of Applicant

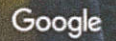
10/22/19
Date

For staff use only

Application forwarded to:

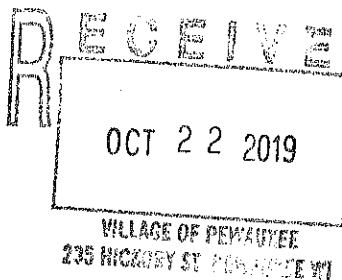
- ☐ Building Inspector
- ☐ Chief of Police
- ☐ Clerk/Treasurer

- ☐ Fire Chief
- ☐ Park & Recreation Director
- ☐ Public Works Director





SPECIAL EVENT PERMIT APPLICATION



Permit approved _____	Date _____
Permit fees paid _____	Date _____
Deposit paid _____	Date _____
Deposit returned? _____	Date _____

FEES ARE NON-REFUNDABLE

Name of Organization Positively Pewaukee				
Street Address 120 W Wisconsin Ave		City Pewaukee	State WI	Zip 53072
Phone Number 262-695-9735		Are you a 501(c)3 Organization? <i>Circle one</i>		Yes <input type="checkbox"/> No <input type="checkbox"/>
Event Contact Person (First & Last Name) Elaine Kroening				
Address Same		City	State	Zip
Email elaine@positivelypewaukee.com	Phone Number		Day of Event Phone Number 414-510-4214	

EVENT INFORMATION

Name of Event Waterfront Wednesday Concerts	Date(s) of Event June 10, 17, 24 July 1,8,15,22,29 Aug 5 and 12, 2020
Event Start Time 6:00	Event End Time 8:30pm
Location of the Event* Lakefront Park	
<p><i>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.</i></p> <p><i>*If you are using a Village Park, you must reserve the park through the Park/Recreation Department prior to getting your special event permit approved by the Village Board. Call 262-691-7275.</i></p>	
Generally describe your event and its purpose Live music	
Estimated Number of Participants 500 each week	Spectators
Vendors	

OTHER INFORMATION

Based on the definition described in the Special Event Manual, do you consider your event to be a Public Special Event or a Private Special Event? Please explain why.

Public Special Event

Are you a Local Civic/Nonprofit Group as defined by Village Code? (Copy of code in manual) <i>Circle One</i>	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Is there an outdoor bar that will serve alcohol? <i>If yes, alcohol and bartender licenses are necessary under separate application. Circle One.</i>	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Is there an outdoor bar that will serve soda? <i>If yes, soda license is required under separate application. Circle One.</i>	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Does the event include the sale of food on public property? <i>If yes, a Food Vendor Permit is required under separate application. Circle One.</i>	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Does the event include the sale of merchandise? <i>If yes, a Transient Merchant license is required under separate application. Circle One.</i>	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Does the event involve fireworks? <i>If yes, please provide a detailed fireworks plan with application. Circle One.</i>	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Does the event involve amplified music?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
If yes, will the amplified music be a (Circle one) :	<input checked="" type="radio"/> Band	<input type="radio"/> DJ <input type="radio"/> Other
Hours of amplified music: 6:00 - 8:30		
Please list the number of security staff you will be providing for the event:		
Will you need barricades provided by the Village for your event, if so, how many?	<input type="radio"/> Yes	
Will you be erecting any tents, canopies or other temporary structure(s)? <i>If yes, the Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event. Circle One.</i>	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Will you be requiring electricity? <i>Circle One.</i>	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Will you be providing portable restrooms and wash stations? <i>Circle One.</i>	<input type="radio"/> Yes	<input checked="" type="radio"/> No
<i>If yes, how many will you provide and where will they be located?</i> In the Old Duncan parking lot		
Will you provide parking for participants? <i>Circle One.</i>	<input type="radio"/> Yes	<input checked="" type="radio"/> No
<i>If yes, where will parking be available?</i> Street parking and shuttle service from WCTC		
Will you provide a dumpster/clean-up services? <i>Circle One.</i>	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Will you need extra 55 gallon garbage cans? <i>If yes, please include the number of cans you would like in your refuse collection plan below. Circle One.</i>	<input type="radio"/> Yes	<input checked="" type="radio"/> No
<i>If yes, please describe your clean-up and refuse collection plan.</i> Hired cleaning company		

OTHER INFORMATION CONTINUED

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

~~Insurance, copy of insurance policy, and public liability insurance~~

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

Yes

No

INSURANCE REQUIREMENTS

A certificate of insurance (\$1,000,000 minimum coverage) and a copy of the "additional insured" endorsement, each naming the Village of Pewaukee as an additional insured under the event organizer's general liability insurance policy, may be required. Those events that will be required to provide the aforementioned insurance indemnification include, but are not limited to: 1) an event that includes alcohol, or 2) an event that is anticipated to have attendance greater than 500 people per day, or 3) an event that includes a road closure.

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 Village 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 Village for loss or cleaning costs. The Village 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 Village reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by the Police and/or Fire Department and/or there is a violation of Village Ordinances, State Statutes or the terms of the Applicant's permit. The Village 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 releases the Village of Pewaukee, its employees, agents, subcontractors and assigns indemnified as and against any and all claims, demands, actions, causes of action, costs or expenses made against or incurred by the Village, including, but not limited to, actual attorney fees arising from the approval of this event application and the conducting of the activity set forth therein including, but not limited to, any and all claims for injury or damage to property arising from the event or any activities related thereto.

Elaine Krueger
Signature of Applicant

10/22/19
Date

For staff use only

Application forwarded to:

- ☐ Building Inspector
- ☐ Chief of Police
- ☐ Clerk/Treasurer

- ☐ Fire Chief
- ☐ Park & Recreation Director
- ☐ Public Works Director

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

DATE: November 13, 2019

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick Phalin

SUBJECT:

Discussion and possible action regarding park benches at Koepp Park.

BACKGROUND:

Tom Koepp has requested funds in the Koepp Park fund to be used to add three park benches to enhance the park. Tom's family gave \$10,000 towards park improvements and there is currently \$9,103 remaining.

We do have a consistent style of park bench throughout our parks system currently. The initial proposal from Tom Koepp was different (green, metal) than our current park benches (wood look, metal rail). Tom also proposed that these benches be secured to a concrete slab for each bench.

The total of Tom's proposal was \$5,527.21 for the benches only, before concrete pricing.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Bench Images

Bench Quote

Bench Location Proposal

8' Mountain Maple



Reverse Laser Cut



PROPERTY AND CONFIDENTIAL

THE INFORMATION CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF PREMIER SITE FURNITURE. ANY REPRODUCTION OR DISTRIBUTION IN PART OR AS A WHOLE WITHOUT THE WRITTEN PERMISSION OF PREMIER SITE FURNITURE IS PROHIBITED.

Page 2 of 5

**Park Warehouse LLC**

7495 W. Atlantic Ave., Suite #200-294
Delray Beach, FL 33446
888-321-5334

**Quality Commercial Site Furnishings for
Municipalities, Schools & Property Managers**

Billing

Tom Koepp
Lake Pewaukee Sanitary District
P.O. Box 111
Pewaukee, WI 53072
Phone: 414-333-9603

Shipping

Tom Koepp
Lake Pewaukee Sanitary District
TBD
Pewaukee, WI 53072

Quote: Q211059

Quote Date

September 30, 2019

Quote Expiration

30 Days (10/30/2019)

Sales Rep: Rosealee x521

Ref#:

\$5,527.21

**If you receive a lower quote, please remember our
best price guarantee!**

Description	SKU	Cost	Qty	Total
Mountain Maple Series - Bench - With Straight Back - Slatted Metal Size: 8ft Color : Green (Powder Coat) Bench to Read : LOGO- W "Thanks for stopping in"	834be100-3	\$1,508.00 \$1,462.76	3	\$4,524.00 \$4,388.28

Discount	\$135.72
Subtotal	\$4,388.28
Shipping	\$1,138.93
Total	\$5,527.21

Quote Note: All of our benches ship knocked down unless otherwise noted, assembly required.
Estimated lead time 5-6 weeks. Freight includes notification before delivery and lift gate service. Thanks
for the opportunity to do business!



Park Warehouse LLC
7495 W. Atlantic Ave., Suite #200-294
Delray Beach, FL 33446
888-321-5334

**Quality Commercial Site Furnishings for
Municipalities, Schools & Property Managers**

SHIPPING:

All merchandise is sold F.O.B. Deliveries are made during normal business hours, 8am - 4pm Monday - Friday.

- Standard shipping charges are for Tailgate delivery to any commercial location on a commercial truck route.
- The truck driver is under no obligation to help you unload.
- If you are unable to accept a shipment via this method you must purchase additional services.

(Additional Services Available: Residential Delivery, Limited Access Delivery, Liftgate Service, Inside Delivery, Construction Site Delivery, Notify Before Delivery)

Customer Initials

SERVICE DISCREPENCIES:

If there is a discrepancy in the services requested and the minimum services required to deliver the product (either before or after delivery of product), Park Warehouse reserves the right to charge the customer for any necessary additional services provided at the time of delivery.

Customer Initials

INSPECTION OF SHIPMENTS (OR DAMAGED PRODUCT):

It is the customers responsibility to verify the delivery is for the correct product, count the number of pieces being delivered, and inspect for damages

- All claims of damage MUST be recorded on the delivery receipt provided by the delivery driver at the time of delivery and reported to us within 48 hours of delivery.
- Park Warehouse does NOT GUARANTEE replacement parts or product FREE of charge due to concealed or unreported damages

Customer Initials

CANCELLATIONS:

All cancellations must be done in writing prior to shipping. Made-to-Order items already in production may not be cancelled. Any order placed by credit card in excess of \$1000 and cancelled after the close of business on the day the order was placed shall incur a fee of 5%.

Customer Initials

RETURNS:

- We will accept returns of unused products up to 30 days from shipping date subject to ALL of the following terms and conditions:
- Written approval: You must receive written approval and utilize the instructions issued by our Customer Service Department before any merchandise can be returned.
- Shipping Returns: All merchandise must be returned in its original packaging, freight Prepaid. No Collect shipments are accepted.
- Re-Stocking & Shipping Fees: The customer is responsible for a minimum 25% re-stocking fee and all related shipping charges on product returned for reasons other than damage or defect. Original shipping charges will not be refunded.

Customer Initials

-
- * Web-Orders: For online orders, Park Warehouse is not responsible if customer orders incorrect product or colors. All return and restock fees apply.
 - * Assembly Usually Required. Many of our products are shipped unassembled in order to minimize damage and lower freight charges.
 - * **Made-to-Order or Personalized items are not returnable unless a defect in manufacturing is presented to us with pictures prior to return.**
 - * **Unless Otherwise noted, shipping charges include standard delivery only. Liftgate service, notify before delivery available at additional cost.**

To accept this proposal, please sign below and initial each section above.

Signature of Authorized Person

Date

Print Name

* By signing you are placing a binding order and agree to the terms of the sale as stated herein.

Quote#:

Q211059

Total:

\$5,527.21

Terms:

Credit Card



LAND INFORMATION SYSTEMS DIVISION

HJKoepp River Park Benches - Location Map



Legend

- Parcels (Click for c
- Plats (Click for det
- Retired Parcels (C
- Retired Plats (Clic
- Municipal Boundar
- FacilitySites_2K_L
- Lots_2K
 - Lot
 - Outlot
- SimultaneousConv
 - Assessor Plat
 - CSM
 - Condominium
 - Subdivision
- Cartoline_2K
 - <all other values>
 - EA-Easement_Lin
 - PL-DA
 - PL-Extended_Tie
 - PL-Meander_Line
 - PL-Note
 - PL-Tie
 - PL-Tie_Line
- Road Centerlines_
- Railroad_2K
- TaxParcel_2K
- Waterbodies_2K_|
- Waterlines_2K_La

0 50.32 Feet

Notes:

The information and depictions herein are for informational purposes and Waukesha County specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Waukesha County will not be responsible for any damages which result from third party use of the information and depictions herein, or for use which ignores this warning.



Printed: 10/1/2019

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

DATE: November 13, 2019

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick Phalin

SUBJECT:

Discussion and possible action regarding Winnebeergo's direction of funds generated for the 2019 season.

BACKGROUND:

Winnebeergo (Mark & Jim Grabowski) are interested in directing their funds from the 2019 season. They are interested in improving the lighting to LED (quality and efficiency) at Kiwanis Village Park (8 lights), Laimon Park (2 lights), Nettesheim Park (3 lights), Balmer Park (3 lights) and South Park (2 lights). This would allow Parks & Recreation to save on the electric bill at these facilities.

The current agreement for both 'Parktoberfest' and their 'Roll-up Beer Gardens' states, "As part of the consideration for this Agreement, the Sponsor agrees to pay to the Village ten (10%) percent of the gross receipts from all sales made as part of the event not less than thirty (30) days following the completion of the event. Sponsor further agrees to provide the Village with sales records satisfactory to the Village to support their calculation of the amount to be paid to the Village."

It should be known that their 10% of sales has been going to the Village. They have not previously determined how the money should be spent. Kiwanis Village Park and Laimon Park are Village properties, while Nettesheim and South Park are City properties.

Mark Grabowski will have an update on future savings of light replacements that was not ready at the time of agenda publication.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

2019 Winnebeergo P&R Financials

Winnebeergo Lighting Replacement Proposal

<u>2019 Dates</u>	<u>Location</u>	<u>Drinks</u>		<u>Food</u>	<u>Food & Drink Gross</u>	<u>Park Payment</u>	
6/14-6/15	South Park	\$	2,784.00	\$	1,200.00	\$	3,984.00 \$ 398.40
7/12-7/13	Nettesheim Park	\$	7,201.00	\$	1,000.00	\$	8,201.00 \$ 820.10
8/16-8/17	Balmer Park	\$	3,261.00	\$	1,000.00	\$	4,261.00 \$ 426.10
9/6-9/7	Parktoberfest 1	\$	6,050.50	\$	2,000.00	\$	8,050.50 \$ 805.05
9/13-9/14	Parktoberfest 2	\$	5,791.00	\$	1,250.00	\$	7,041.00 \$ 704.10
9/20-9/21	Parktoberfest 3	\$	4,269.00	\$	1,000.00	\$	5,269.00 \$ 526.90
9/27-9/28	Parktoberfest 4	\$	2,297.00	\$	1,000.00	\$	3,297.00 \$ 329.70
10/4-10/5	Parktoberfest 5	\$	2,425.00	\$	750.00	\$	3,175.00 \$ 317.50
						\$	4,327.85
						\$	652.00 PYB portion
						\$	3,675.85 Park & Rec
Village Parks / Parktoberfest Total		\$	2,683.25				
City Parks		\$	1,644.60				
Less PYB Event		\$	652.00				
City Total		\$	992.60				

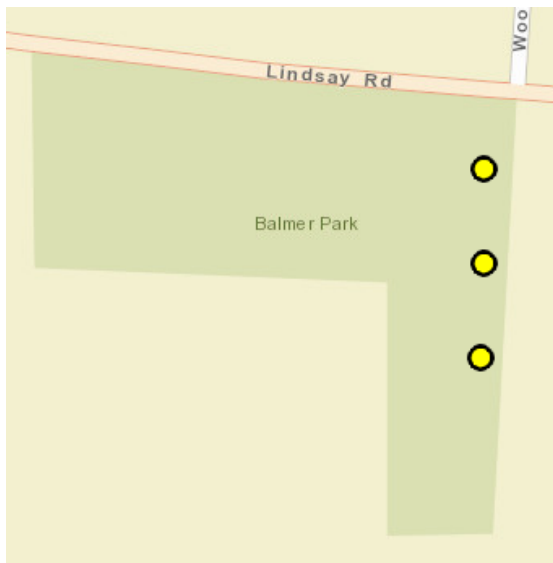
Nettesheim Park – 3 lights



South Park – 2 lights



Balmer Park – 3 lights



Laimon Park – 2 lights attached to neighboring building (Loie’s property, our parking lot)



Kiwanis Village Park – 8 lights



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

DATE: November 13, 2019

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick Phalin

SUBJECT:

Update regarding Strategic plan.

BACKGROUND:

As the Village has been working on their Strategic Plan, Bob Rohde will help provide an update on progress.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

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

DATE: November 13, 2019

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick Phalin

SUBJECT:

Update regarding the budget process to date.

BACKGROUND:

I will provide an update at the meeting of the process to date.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

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

DATE: November 13, 2019

DEPARTMENT: Parks and Recreation

PROVIDED BY:

SUBJECT:

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

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Laimon Financials

Budget Comparison - Detail
Fund: 960 - Laimon Park Fund

OCTOBER

REVENUE

Account Number		2016 Oct	2017 Oct	2018 Oct	2019 Oct	Diff	2019 YTD Total	2019 Budget	YTD % to Budget
960-00-40421-001-000	Contributed Capital	-		-	-	-	-	-	#DIV/0!
960-00-40439-000-000	Transfer in from General Fund	-		-	-	-	-	-	#DIV/0!
960-00-40474-000-000	Other Revenue/Grants	-	-	-	800.00	800.00	800.00	-	#DIV/0!
960-00-40622-001-000	Gasoline Sales	414.07	1,263.12	799.38	2,441.93	1,642.55	73,840.75	74,817.00	99%
960-00-40622-002-000	Boat Launch Fees	(37.36)	206.11	34.29	27.16	(7.13)	6,923.06	7,000.00	99%
960-00-40622-003-000	Rental Revenues	(4,600.00)		(1.25)	-	1.25	69,811.35	60,000.00	116%
960-00-40622-004-000	Residential/Comm Rent Pymts	2,700.00	2,754.00	2,809.08	2,893.55	84.47	31,491.17	34,383.12	92%
960-00-40635-000-000	Donations	-	-	-	-	-	-	-	#DIV/0!
960-00-40635-000-100	Donation/Designated/Laimons	-	-	-	-	-	-	-	#DIV/0!
960-00-40636-000-000	Interest Income	24.95	-	62.33		(62.33)	670.58	150.00	447%
Monthly Revenue Totals		(1,498.34)	4,223.23	3,703.83	6,162.64	2,458.81	183,536.91	176,350.12	104%

EXPENSES

Account Number		2016 Oct	2017 Oct	2018 Oct	2019 Oct	Dif	2019 YTD Total	2019 Budget	YTD % to Budget
960-00-50403-000-000	Depreciation Expense	-		-	-	-	-	-	#DIV/0!
960-00-50427-000-000	Principal/Interest on Debt	-		-	-	-	-	-	#DIV/0!
	GENERAL GOVERNMENT EXPENSE	-	-	-	-	-	-	-	#DIV/0!
960-00-51938-000-000	Insurance/Prop/Liability/WC	-		-	-	-	350.00	350.00	100%
960-00-51940-000-000	Lakeside Park Loan Payment Exp	-		-	-	-	40,043.50	40,044.00	100%
960-00-51950-000-000	Land Acquisition Expense	-		-	-	-	-	-	#DIV/0!
	GENERAL GOVERNMENT EXPENSE	-	-	-	-	-	40,393.50	40,394.00	100%
960-00-55200-000-110	Lakeside Park Wages	-	-	-	-	-	-	5,000.00	0%
960-00-55200-000-130	Lakeside Park Fringe Benefits	-	-	-	-	-	-	-	#DIV/0!
960-00-55200-000-140	Lakeside Park Utilities Exp	161.82	161.53	176.61	-	(176.61)	263.86	700.00	38%
960-00-55200-000-150	Gasoline Expense	-	4,913.73	-	981.86	981.86	47,141.68	51,833.00	91%
960-00-55200-000-155	Operating Supplies	22.53	1.38	1,273.78	599.42	(674.36)	3,069.65	2,500.00	123%
960-00-55200-000-156	Grounds & Maintenance	-	-	-	-	-	1,925.54	15,000.00	13%
960-00-55200-000-160	Equipment Maintenance	-	-	-	2,006.90	2,006.90	2,864.90	5,000.00	57%
960-00-55200-000-165	Building Maintenance	31.94	1,645.00	-	-	-	945.25	5,000.00	19%
960-00-55200-000-168	Other Property Expenses/Taxes	-	-	-	-	-	5,481.73	5,800.00	95%
960-00-55200-000-169	Donation A/C Funded Expenses	-	-	-	-	-	-	-	#DIV/0!
	CULTURE, RECREATION & EDUCATION	216.29	6,721.64	1,450.39	3,588.18	2,137.79	61,692.61	90,833.00	68%
960-00-40636-000-000	Lakeside Park Capital Outlay	-		-	1,551.04	1,551.04	7,503.24	12,000.00	63%
	CAPITAL OUTLAY	-	-	-		1,551.04	7,503.24	12,000.00	63%
	Total Expenses	216.29	6,721.64	1,450.39	3,588.18	3,688.83	109,589.35	143,227.00	77%

Budget Comparison - Detail

Fund: 960 - Laimon Park Fund

2019 REVENUE

		2019 January	2019 February	2019 March	2019 April	2019 May	2019 June	2019 July	2019 August	2019 September	2019 October	2019 November	2019 December	2019 YTD Total	2019 Budget	Diff	% of Budget
Account Number																	
960-00-40421-001-000	Contributed Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
960-00-40439-000-000	Transfer in from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
960-00-40474-000-000	Other Revenue/Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800.00	\$ -	\$ -	\$ 800.00		\$ 800.00	#DIV/0!
960-00-40622-001-000	Gasoline Sales	\$ -	\$ -	\$ -	\$ -	\$ 2,618.34	\$ 8,246.09	\$ 36,594.47	\$ 18,692.42	\$ 5,247.50	\$ 2,441.93	\$ -	\$ -	\$ 73,840.75	\$ 74,817.00	\$ (976.25)	99%
960-00-40622-002-000	Boat Launch Fees	\$ (13.08)	\$ -	\$ -	\$ 185.00	\$ 1,030.95	\$ 1,316.00	\$ 2,501.03	\$ 1,267.00	\$ 609.00	\$ 27.16	\$ -	\$ -	\$ 6,923.06	\$ 7,000.00	\$ (76.94)	99%
960-00-40622-003-000	Rental Revenues	\$ 19,415.68	\$ 28,188.44	\$ 18,875.96	\$ (107.98)	\$ 3,447.28	\$ -	\$ (8.03)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 69,811.35	\$ 60,000.00	\$ 9,811.35	116%
960-00-40622-004-000	Residential/Comm Rent Pymts	\$ 5,618.16	\$ 2,809.08	\$ 2,809.08	\$ 2,893.55	\$ 2,893.55	\$ 2,893.55	\$ 2,893.55	\$ 2,893.55	\$ 2,893.55	\$ 2,893.55	\$ -	\$ -	\$ 31,491.17	\$ 34,383.12	\$ (2,891.95)	92%
960-00-40635-000-000	Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
960-00-40635-000-100	Donation/Designated/Laimons	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
960-00-40636-000-000	Interest Income	\$ 78.14	\$ 70.31	\$ 78.55	\$ 76.65	\$ 78.27	\$ 74.91	\$ 76.34	\$ 69.68	\$ 67.73	\$ -	\$ -	\$ -	\$ 670.58	\$ 150.00	\$ 520.58	447%
Monthly Revenue Totals		\$ 25,098.90	\$ 31,067.83	\$ 21,763.59	\$ 3,047.22	\$ 10,068.39	\$ 12,530.55	\$ 42,057.36	\$ 22,922.65	\$ 8,817.78	\$ 6,162.64	\$ -	\$ -	\$ 183,536.91	\$ 176,350.12	\$ 7,186.79	104%

2019 EXPENSES

		2019 January	2018 February	2019 March	2019 April	2019 May	2019 June	2019 July	2019 August	2019 September	2019 October	2019 November	2019 December	2019 YTD Total	2019 Budget	Dif	% of Budget
Account Number																	
960-00-50403-000-000	Depreciation Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
960-00-50427-000-000	Principal/Interest on Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
	GENERAL GOVERNMENT EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
960-00-51938-000-000	Insurance/Prop/Liability/WC	\$ -	\$ 350.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350.00	\$ 350.00	\$ -	100%
960-00-51940-000-000	Lakeside Park Loan Payment Exp	\$ -	\$ -	\$ 40,043.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,043.50	\$ 40,044.00	\$ (0.50)	100%
960-00-51950-000-000	Land Acquisition Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
	GENERAL GOVERNMENT EXPENSE	\$ -	\$ 350.00	\$ 40,043.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,393.50		\$ 40,393.50	#DIV/0!
960-00-55200-000-110	Lakeside Park Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	\$ (5,000.00)	0%
960-00-55200-000-130	Lakeside Park Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
960-00-55200-000-140	Lakeside Park Utilities Exp	\$ -	\$ -	\$ -	\$ 131.93	\$ -	\$ -	\$ -	\$ -	\$ 131.93	\$ -	\$ -	\$ -	\$ 263.86	\$ 700.00	\$ (436.14)	38%
960-00-55200-000-150	Gasoline Expense	\$ -	\$ -	\$ 2,800.89	\$ -	\$ -	\$ 7,019.22	\$ 19,007.85	\$ 13,249.30	\$ 4,082.56	\$ 981.86	\$ -	\$ -	\$ 47,141.68	\$ 51,833.00	\$ (4,691.32)	91%
960-00-55200-000-155	Operating Supplies	\$ 0.47	\$ -	\$ -	\$ 318.60	\$ -	\$ 273.33	\$ 1,072.18	\$ 802.85	\$ 2.80	\$ 599.42	\$ -	\$ -	\$ 3,069.65	\$ 2,500.00	\$ 569.65	123%
960-00-55200-000-156	Grounds & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 1,650.00	\$ 206.91	\$ 68.63	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,925.54	\$ 15,000.00	\$ (13,074.46)	13%
960-00-55200-000-160	Equipment Maintenance	\$ -	\$ -	\$ -	\$ 628.00	\$ 30.00	\$ -	\$ -	\$ -	\$ 200.00	\$ 2,006.90	\$ -	\$ -	\$ 2,864.90	\$ 5,000.00	\$ (2,135.10)	57%
960-00-55200-000-165	Building Maintenance	\$ -	\$ 57.44	\$ -	\$ 44.03	\$ 1,013.40	\$ -	\$ -	\$ (169.62)	\$ -	\$ -	\$ -	\$ -	\$ 945.25	\$ 5,000.00	\$ (4,054.75)	19%
960-00-55200-000-168	Other Property Expenses/Taxes	\$ 5,131.11	\$ -	\$ 350.62	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,481.73	\$ 5,800.00	\$ (318.27)	95%
960-00-55200-000-169	Donation A/C Funded Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
	CULTURE, RECREATION & EDUCATION	\$ 5,131.58	\$ 57.44	\$ 3,151.51	\$ 1,122.56	\$ 2,693.40	\$ 7,499.46	\$ 20,148.66	\$ 13,882.53	\$ 4,417.29	\$ 3,588.18	\$ -	\$ -	\$ 61,692.61	\$ 131,227.00	\$ (69,534.39)	47%
960-00-40636-000-000	Lakeside Park Capital Outlay	\$ -	\$ -	\$ -	\$ 461.50	\$ 2,705.70	\$ -	\$ -	\$ -	\$ 2,785.00	\$ 1,551.04	\$ -	\$ -	\$ 7,503.24	\$ 22,000.00	\$ (14,496.76)	34%
	CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ 461.50	\$ 2,705.70	\$ -	\$ -	\$ -	\$ 2,785.00	\$ 1,551.04	\$ -	\$ -	\$ 7,503.24	\$ 18,000.00	\$ (10,496.76)	42%
Total Expenses		\$ 5,131.58	\$ 407.44	\$ 43,195.01	\$ 1,584.06	\$ 5,399.10	\$ 7,499.46	\$ 20,148.66	\$ 13,882.53	\$ 7,202.29	\$ 5,139.22	\$ -	\$ -	\$ 109,589.35	\$ 149,227.00	\$ (39,637.65)	73%

Pewaukee Park and Recreation Department - Laimon Family Lakeside Park
2019 Deposits from Tenant (Gas/Launch/Rent)

Date	Total Amount	Launch Amount	Gas Amount	Rent	Other
4/1/2019	\$ 2,809.08			\$ 2,809.08	
4/12/2019	\$ 167.51				utility payment
4/20/2019	\$ 7.00	\$ 7.00	\$ -		
4/29/2019	\$ 2,921.55	\$ 28.00	\$ -	\$ 2,893.55	Rent
5/6/2019	\$ 296.00	\$ 189.00	\$ 107.00		
5/13/2019	\$ 277.21	\$ 56.00	\$ 221.21		
5/20/2019	\$ 6,789.42	\$ 140.00	\$ 143.42	\$ 6,506.00	Slip Rentals
5/28/2019	\$ 2,412.71	\$ 266.00	\$ 2,146.71		
5/31/2019	\$ 2,893.55			\$ 2,893.55	Rent
6/3/2019	\$ 1,303.65	\$ 238.00	\$ 1,065.65		
6/10/2019	\$ 3,288.54	\$ 315.00	\$ 2,973.54		
6/17/2019	\$ 1,173.04	\$ 140.00	\$ 1,033.04		
6/24/2019	\$ 3,288.13	\$ 252.00	\$ 3,036.13		
7/1/2019	\$ 8,890.92	\$ 469.00	\$ 5,528.37	\$ 2,893.55	Rent
7/8/2019	\$ 11,706.86	\$ 651.00	\$ 11,055.86		
7/15/2019	\$ 8,223.96	\$ 637.00	\$ 7,586.96		
7/22/2019	\$ 5,493.75	\$ 266.00	\$ 5,227.75		
7/29/2019	\$ 9,478.63	\$ 392.00	\$ 6,193.08	\$ 2,893.55	Rent
8/5/2019	\$ 5,529.45	\$ 364.00	\$ 5,165.45		
8/12/2019	\$ 5,253.51	\$ 322.00	\$ 4,931.51		
8/19/2019	\$ 5,864.77	\$ 231.00	\$ 5,633.77		
8/26/2019	\$ 6,149.24	\$ 294.00	\$ 2,961.69	\$ 2,893.55	Rent
9/3/2019	\$ 2,060.23	\$ 140.00	\$ 1,920.23		
9/9/2019	\$ 2,048.09	\$ 224.00	\$ 1,824.09		
9/16/2019	\$ 1,678.18	\$ 175.00	\$ 1,503.18		
9/30/2019	\$ 4,588.89	\$ 182.00	\$ 1,513.34	\$ 2,893.55	Rent
10/7/2019	\$ 283.01	\$ 63.00	\$ 220.01		
10/14/2019	\$ 248.42	\$ 35.00	\$ 213.42		
10/31/2019	\$ 2,893.55			\$ 2,893.55	Rent
	\$ -				
	\$ -				
	\$ -				
	\$ -				
	\$ -				
	\$ -				
	\$ -				
	\$ -				
	\$ -				
	\$ -				
	\$ -				
TOTALS:	\$ 108,018.85	\$ 6,650.95	\$ 72,205.41	\$ 29,569.93	
LESS SALES TAX:		\$ 322.74	\$ 10,399.04		
NET TOTAL:		\$ 6,328.21	\$ 61,806.37		OVER

Budgeted Revenue 2019		Actual	Remaining	% Remaining
Gas sales	\$ 74,817.00	\$ 63,303.98	\$ 11,513.02	15%
Boat launch fees	\$ 7,000.00	\$ 6,903.16	\$ 96.84	1%
TOTAL:	\$ 81,817.00	\$ 70,207.14	\$ 11,609.86	14%

After hours launch deposits

5/6/2019	\$ 175.95
5/20/2019	\$ 14.00
5/28/2019	\$ 15.00
6/3/2019	\$ 7.00
6/10/2019	\$ 7.00
6/17/2019	\$ -
6/24/2019	\$ 7.00
7/1/2019	\$ -
7/8/2019	\$ 48.00
7/15/2019	\$ 49.00
7/22/2019	\$ 21.00
7/29/2019	\$ 14.00
8/5/2019	\$ 14.00
8/12/2019	\$ 49.00
8/19/2019	\$ -
8/26/2019	\$ 21.00
9/3/2019	\$ -
9/9/2019	\$ 28.00
9/16/2019	\$ 7.00
9/23/2019	\$ 14.00
9/30/2019	\$ 33.00
10/13/2019	\$ 13.00
10/25/2019	\$ 38.00
	\$ 574.95

Total Launches To Date

950

Total Gallons of Gas To Date

17551

Lake Patrol Gas

Month	Gallons Sold	Total Amount
May	54.032	\$ 137.73
June	123.388	\$ 314.52
July	201.808	\$ 550.20
August	180.185	\$ 470.91
September	10.107	\$ 24.25
Total:	569.52	\$ 1,497.61

Annual Launch Passes

Fees	\$	# Passes
Resident	50.00	11
Non-Resident	75.00	4

Other