



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

**Wednesday, August 12, 2020**

**6:00 PM**

Pewaukee City Hall ~ Common Council Chambers

- 
1. Call to Order and Pledge of Allegiance
  2. Public Comment - Please limit your comments to 2 minutes, if further time for discussion is needed please contact the Director prior to the meeting.
  3. Approval of the July 8, 2020 meeting minutes.
  4. Update regarding Sydney Gergen's Girl Scout Gold Award project.
  5. Discussion and possible action regarding Pewaukee Sussex United Soccer Club's payment for the 2019-2020 season.
  6. Discussion and possible action regarding field naming rights at Pewaukee Sports Complex.
  7. Discussion and action regarding approval of the 2020 fall Parks & Recreation programs.
  8. Discussion and possible action regarding Laimon Park financials.
  9. Discussion and possible action regarding bids for Laimon Park boat launch and parking lot renovation project.
  10. Discussion and possible action in regards to lighting additions to Laimon Park boat launch area.
  11. Discussion and possible action regarding replacing electrical wiring, conduit, and point-of-sale system for gas sales.
  12. Discussion and possible action regarding 2021 budget proposal.
  13. Adjournment

Nick Phalin, CPRP  
Parks & Recreation Director

August 7, 2020

**NOTICE**

This in-person meeting will have the option to attend virtually or by phone due to the Governor's Emergency Safer At Home order due to the COVID-19 virus.

To attend this meeting virtually or by phone please stop by Pewaukee City Hall or contact Nick Phalin, Director of Parks and Recreation, 262-691-7275, [phalin@pewaukee.wi.us](mailto:phalin@pewaukee.wi.us) **before 3 P.M. on the date of the meeting** for directions. Meeting materials are available at <https://pewaukee.novusagenda.com/AgendaPublic/>.

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:** August 12, 2020

**DEPARTMENT:** Parks and Recreation

**PROVIDED BY:**

***SUBJECT:***

Approval of the July 8, 2020 meeting minutes.

***BACKGROUND:***

***FINANCIAL IMPACT:***

***RECOMMENDED MOTION:***

**ATTACHMENTS:**

Description

Minutes

**MEETING MINUTES**  
**Wednesday, July 8, 2020**

**7:00 PM**

Pewaukee City Hall ~ Common Council Chambers  
VIDEO

In attendance:

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

Also Present:

Community Services Director N. Phalin.

1. Call to Order and Pledge of Allegiance
2. Public Comment
3. Approval of the June 10, 2020 meeting minutes.

**A motion was made and seconded, (Bob Rohde, Brian Dziwulski) to approve the June 10, 2020 meeting minutes.** Motion Passed: 7-For, 0-Against.

4. Discussion regarding 2020 Parks & Recreation operations.
5. Discussion and possible action in regards to field naming rights at Pewaukee Sports Complex.

**A motion was made and seconded, (Dave Linsmeier, Brian Dziwulski) to approve creating an agreement for review with Parks & Recreation Director and Pewaukee Youth Baseball.** Motion Passed: 7-For, 0-Against.

6. Discussion and possible action regarding Pewaukee Parks current park rules.

Additionally, guests may contact the Parks & Recreation Director for alternative park sites.

**A motion was made and seconded, (Brian Dziwulski, Dave Linsmeier) to approve a park rule stating no groups over 10 visiting Summer Day Camp park sites during summer 2020.** Motion Passed: 7-For, 0-Against.

7. Update regarding Open Space Plan and Needs Assessment survey results.
8. Update regarding Laimon Park boat launch and parking lot renovation, and furnace installation.
9. Discussion and possible action regarding Laimon Park financials.

**A motion was made and seconded, (Todd Greenwald, Bob Rohde) to approve Laimon Park financials from June, 2020.** Motion Passed: 7-For, 0-Against.

10. Adjournment

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

Respectfully Submitted,  
Nick Phalin, CPRP  
Parks & Recreation Director

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

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

**DATE:** August 12, 2020

**DEPARTMENT:** Parks and Recreation

**PROVIDED BY:** Nick

***SUBJECT:***

Update regarding Sydney Gergen's Girl Scout Gold Award project.

***BACKGROUND:***

Sydney's project has been completed in phase one, with installation of a gaga ball pit at both Kiwanis Village Park and South Park. These will be converted into one ice rink for the winter.

Attachment is power point that Sydney put together.

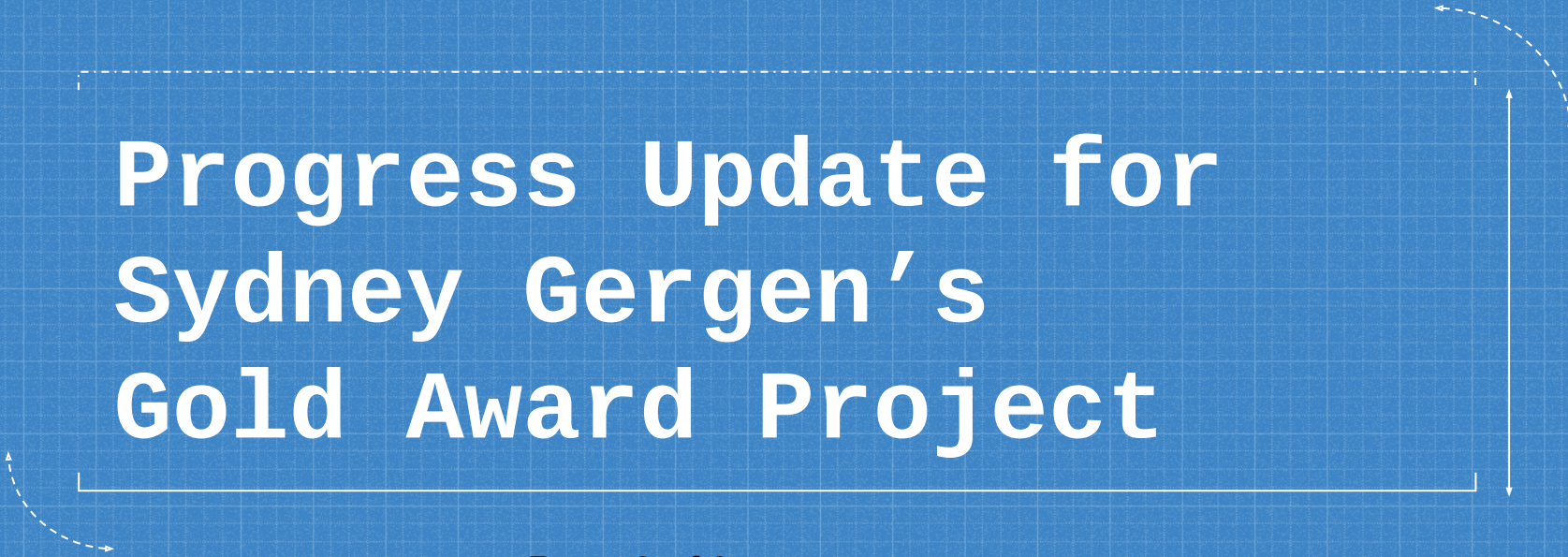
***FINANCIAL IMPACT:***

***RECOMMENDED MOTION:***

**ATTACHMENTS:**

Description

Gaga Pit Presentation



# Progress Update for Sydney Gergen's Gold Award Project





# Phase 1: Construction of Gaga Ball Pits



Date Constructed: July 6th 2020

Total Amount of Volunteers: 14

- 8 of the 14 were students and coaches that were apart of the Pewaukee Robotics Team
- 2 were Girl Scouts
- The remaining 4 were parent volunteers





## Gaga Ball Pit Construction:

- The overall construction took around 2 and a half hours to complete
- The locations that we ended up choosing were at South Park near the playground and at Village Park on the grass area on the far left of the parking lot











# Phase 2: Construction of Ice Skating Rink



## Ice Skating Rink Progress Report:

- As of right now, I have a large majority of the supplies donated for the creation of the Ice Skating Rink.
- Recently, were custom made by Metal and Services that were then donated. The straight brackets are the support system for the ice skating rink.
- Furthermore, I received a matching gift donation from Starbucks which allowed me to purchase the brackets that created the two Gaga Ball Pits. The rest of the money will then go to purchasing supplies for the construction of the ice skating rink and the opening celebration.
- Hopefully, the conversion of the gaga ball pits to the ice rink will be in early November.





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

**DATE:** August 12, 2020

**DEPARTMENT:** Parks and Recreation

**PROVIDED BY:** Nick

***SUBJECT:***

Discussion and possible action regarding Pewaukee Sussex United Soccer Club's payment for the 2019-2020 season.

***BACKGROUND:***

Pewaukee Sussex United pays Parks & Recreation for their park usage related to the number of players and teams they have participate in their season. The season runs for the fall and spring. For the fall 2019 and spring 2020 season, they were only able to play in the fall due to COVID. They are requesting a 50% reduction in their payment as they were only able to participate in half of their season.

***FINANCIAL IMPACT:***

***RECOMMENDED MOTION:***

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

**DATE:** August 12, 2020

**DEPARTMENT:** Parks and Recreation

**PROVIDED BY:** Nick

***SUBJECT:***

Discussion and possible action regarding field naming rights at Pewaukee Sports Complex.

***BACKGROUND:***

The attached document is a draft of the agreement in regards to naming Pewaukee Sports Complex Diamond 3 'Mike Sarcia Field'.

***FINANCIAL IMPACT:***

***RECOMMENDED MOTION:***

**ATTACHMENTS:**

Description

Sarcia Field



## NAMING RIGHTS - DONATION AGREEMENT

This Donation Agreement, hereinafter referred to as the “Agreement”, is entered into by and between the Pewaukee Parks and Recreation Department on behalf of the City of Pewaukee, a Wisconsin municipal corporation hereinafter referred to as the (“Department”) and Pewaukee Youth Baseball intending that this Agreement serve as a binding agreement setting forth the respective obligations, covenants, liabilities and promises of the parties.

Per the Park Naming and Dedication Policy the Department allows for Philanthropic Naming opportunities which are to be determined by the Joint Board through negotiation with the prospective donor. The amount of charitable contribution associated with a Philanthropic Naming opportunity should be sufficient to cover:

- All or a significant portion of annual maintenance and/or program expenses for the Park Asset or Park Property during the full term of the agreement;
- Naming expenses incurred by the Department, including the design, production and installation costs for plaques, signage and other recognition benefits.

Per this policy, the existing northwestern baseball diamond located at Pewaukee Sports Complex (N45 W23440 Lindsay Road) currently named ‘Diamond 3’ shall be renamed:

### **“Mike Sarcia Field”**

In return for this naming right, Pewaukee Youth Baseball will be utilizing **approximately \$18,000 of memorial fundraising for the purchase of an inning-by-inning scoreboard, installation, and electrical wiring for this ball diamond.** Funds will be submitted by September 30, 2020. The term of this agreement is for 20 years, beginning is January 1, 2021, and terminating December 31, 2040. Should Pewaukee Youth Baseball fail to transfer the above mentioned funds of this agreement by the deadline, the Department will rescind this naming right and the park asset name will revert back to the original.

In addition, Pewaukee Youth Baseball will create signage for Mike Sarcia Field in the ‘batter’s eye’ in centerfield outfield fencing, scoreboard advertisement panel as well as a plaque near home plate fencing. These items will be paid for by Pewaukee Youth Baseball separate of the scoreboard donation as stated above.

Additionally, future maintenance, repairs, and replacement of scoreboards, shall be paid for by funds generated through scoreboard advertisement panels, held by The Friends of the Parks of Pewaukee.

W240 N3065 Pewaukee Rd. Pewaukee, WI 53072  
ph: 262-691-7275 f: 262-691-6078 e: [park@pewaukee.wi.us](mailto:park@pewaukee.wi.us)



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Kyle Haug, President  
Pewaukee Youth Baseball

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Date

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Del Kaatz, Jr.  
Joint Park/Recreation Board Chairperson

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Date

DRAFT



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

**DATE:** August 12, 2020

**DEPARTMENT:** Parks and Recreation

**PROVIDED BY:**

***SUBJECT:***

Discussion and action regarding approval of the 2020 fall Parks & Recreation programs.

***BACKGROUND:***

***FINANCIAL IMPACT:***

***RECOMMENDED MOTION:***

**ATTACHMENTS:**

Description

Fall Programs

## **2020 Fall Recreation Programs**

<b>Program Name</b>	<b>Description</b>	<b>Age(s)</b>	<b>Cost</b>
Adult Christmas Gift Making	Adult Gift Making	Adults	\$48/\$58
Adult Spanish	Spanish Language Classes	Adults	\$53/\$63
Antique Clock Repair	Adult Clock Repair Class	Adults	\$215/\$225
Art Showcase – Australia*	Youth Art Class	6-12yrs	\$48/\$58
Badges & Buddies Archery	Coop w/WC Sheriff	7+ yrs	Free/\$10
Basic Drawing	Drawing Class	Adults	\$120/\$130
Brains & Balance	Senior Fitness Class	Seniors	\$24/\$34
Chair Yoga	Senior Fitness Class	Adults	\$29/\$39
Chicago Shopping Trip	Trip	16+ Yrs	\$46/\$56
Cooking Demos (4)	Cooking	Adults	\$25/\$35
Dance	Dance for preschool/youth	3-7yrs	\$88 & \$98/\$98 & \$108
Fall Frolic*	Community Special Event	All Ages	FREE
Flag Football (pending)	Youth Flag Football League	1-4 <sup>th</sup> grades	\$62/\$72
Gentle Yoga Blend	Gentle Yoga	Adults	\$52/\$62
Hiking Club	Activity/Social	Adults	FREE/\$10
Holiday Gift Making for Kids	Kids Gift Making	6-12yrs	\$48/\$58
Holiday Papercraft Social*	One Day Class	6+ yrs	\$18/\$28
Jazzercise	Fitness Class	Adults	Contracted
Kids Love Art Class*	Preschool Art focused on kindness giving	3-5yrs	\$36/\$46
Learn the Harmonica	Harmonica Lessons	12+ yrs	\$58/\$68
Mosaic Experience	Mosaic Art Class	Adults	\$48/\$58
Movie in the Park	Outdoor Movie at Park	All Ages	Free (sponsored)
Open Gym*	Active Preschool Class	3-5yrs	\$36/\$46
Pastel Primer*	Youth Art Class	6-12yrs	\$48/\$58
Positively Fit	Senior Fitness Class	Adults	\$24/\$34
Preschool Playground*	Active Class	2-3yrs	\$26/\$36
Recreational Tree Climbing	Coop w/Waukesha Co	7+ yrs	\$40/\$50
Scarecrow Building Festival*	Community Special Event	All Ages	\$20
Senior Holiday Social	Holiday Party for Seniors	Seniors	FREE
Sugar Plum Fairy Party*	Preschool	4-6yrs	\$16/\$26
Tai Chi	Senior Fitness Class	Adults	\$32/\$42
Tech Savvy (4)	Various Tech Topics	Adults	\$60/\$70
Watercolor Painting	Painting Class	Adults	\$150/\$160
Yoga	Vinyasa Yoga	Adults	\$52/\$62
Zumba Gold	Senior Fitness Class	Adults	\$22/\$32
Zumba Toning	Senior Fitness Class	Adults	\$22/\$32

### **NOTES:**

★New Programs (Total 9)

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

**DATE:** August 12, 2020

**DEPARTMENT:** Parks and Recreation

**PROVIDED BY:**

***SUBJECT:***

Discussion and possible action regarding Laimon Park financials.

***BACKGROUND:***

***FINANCIAL IMPACT:***

***RECOMMENDED MOTION:***

**ATTACHMENTS:**

Description

Laimon Financials

**Budget Comparison - Detail**  
**Fund: 960 - Laimon Park Fund**

**JULY**

**REVENUE**

<b>Account Number</b>		<b>2016 July</b>	<b>2017 July</b>	<b>2018 July</b>	<b>2019 July</b>	<b>2020 July</b>	<b>Diff</b>	<b>2020 YTD Total</b>	<b>2020 Budget</b>	<b>YTD % to Budget</b>
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	-	-	-	-	-	-	-	-	#DIV/0!
960-00-40622-001-000	Gasoline Sales	17,430.15	22,868.61	31,980.65	36,594.47	20,412.25	(16,182.22)	50,660.16	73,117.00	69%
960-00-40622-002-000	Boat Launch Fees	2,026.41	1,892.04	1,496.93	2,501.03	1,789.00	(712.03)	6,850.97	7,000.00	98%
960-00-40622-003-000	Rental Revenues	(64.37)	(849.54)	(17.03)	(8.03)	-	8.03	66,745.81	60,000.00	111%
960-00-40622-004-000	Residential/Comm Rent Pymts	2,700.00	2,754.00	2,809.08	2,893.55	2,980.15	86.60	17,621.10	35,414.60	50%
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	-	23.00	56.75	76.34		(76.34)	164.46	150.00	110%
<b>Monthly Revenue Totals</b>		<b>22,092.19</b>	<b>26,688.11</b>	<b>36,326.38</b>	<b>42,057.36</b>	<b>25,181.40</b>	<b>(16,875.96)</b>	<b>142,042.50</b>	<b>175,681.60</b>	<b>81%</b>

## EXPENSES

Account Number		2016 July	2017 July	2018 July	2019 July	2020 July	Diff	2020 YTD Total	2020 Budget	YTD % to Budget
960-00-50403-000-000	Depreciation Expense	-	-	-	-	-	-	-	-	#DIV/0!
960-00-50427-000-000	Principal/Interest on Debt	-	-	-	-	-	-	40,043.50	40,044.00	100%
	<b>GENERAL GOVERNMENT EXPENSE</b>	-	-	-	-	-	-	40,043.50	40,044.00	100%
960-00-51938-000-000	Insurance/Prop/Liability/WC	-	-	-	-	-	-	350.00	350.00	100%
960-00-51940-000-000	Lakeside Park Loan Payment Exp	-	-	-	-	-	-	-	-	#DIV/0!
960-00-51950-000-000	Land Acquisition Expense	-	-	-	-	-	-	-	-	#DIV/0!
	<b>GENERAL GOVERNMENT EXPENSE</b>	-	-	-	-	-	-	350.00	350.00	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	63.26	87.60	128.86	-	131.75	131.75	256.60	700.00	37%
960-00-55200-000-150	Gasoline Expense	7,582.26	11,117.61	16,300.74	19,007.85	19,674.41	666.56	33,589.69	51,833.00	65%
960-00-55200-000-155	Operating Supplies	-	667.35	1,353.90	1,072.18	1,098.32	26.14	2,053.18	3,200.00	64%
960-00-55200-000-156	Grounds & Maintenance	184.00	401.42	-	68.63	-	(68.63)	1,803.20	15,000.00	12%
960-00-55200-000-160	Equipment Maintenance	360.00	19.96	908.74	-	-	-	989.00	5,000.00	20%
960-00-55200-000-165	Building Maintenance	9,837.94	262.73	-	-	-	-	2,900.25	5,000.00	58%
960-00-55200-000-168	Other Property Expenses/Taxes	-	-	-	-	-	-	5,740.08	5,500.00	104%
960-00-55200-000-169	Donation A/C Funded Expenses	-	-	-	-	-	-	-	-	#DIV/0!
	<b>CULTURE, RECREATION &amp; EDUCATION</b>	18,027.46	12,556.67	18,692.24	20,148.66	20,904.48	755.82	47,332.00	91,233.00	52%
960-00-40636-000-000	Lakeside Park Capital Outlay	-	-	-	-	1,765.08	1,765.08	91,725.76	48,714.00	188%
	<b>CAPITAL OUTLAY</b>	-	-	-	-	1,765.08	1,765.08	91,725.76	48,714.00	188%
	<b>Total Expenses</b>	<b>18,027.46</b>	<b>12,556.67</b>	<b>18,692.24</b>	<b>20,148.66</b>	<b>22,669.56</b>	<b>2,520.90</b>	<b>179,451.26</b>	<b>140,297.00</b>	<b>128%</b>



Budget Comparison - Detail  
Fund: 960 - Laimon Park Fund

2020 REVENUE

		2020 January	2020 February	2020 March	2020 April	2020 May	2020 June	2020 July	2020 August	2020 Sept	2020 October	2020 Nov	2020 Dec	2020 YTD Total	2020 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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	#DIV/0!
960-00-40622-001-000	Gasoline Sales	\$ -	\$ -	\$ -	\$ -	\$ 3,989.91	\$ 26,258.00	\$ 20,412.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,660.16	73,117.00	\$ (22,456.84)	69%
960-00-40622-002-000	Boat Launch Fees	\$ (16.78)	\$ -	\$ -	\$ 530.00	\$ 1,507.00	\$ 3,041.75	\$ 1,789.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,850.97	7,000.00	\$ (149.03)	98%
960-00-40622-003-000	Rental Revenues	\$ (31.97)	\$ 25,851.84	\$ 40,925.94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 66,745.81	60,000.00	\$ 6,745.81	111%
960-00-40622-004-000	Residential/Comm Rent Pymts	\$ 2,893.55	\$ 2,893.55	\$ 2,893.55	\$ -	\$ 2,980.15	\$ 2,980.15	\$ 2,980.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,621.10	35,414.60	\$ (17,793.50)	50%
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	\$ 52.01	\$ 48.93	\$ 36.77	\$ 15.91	\$ 6.34	\$ 4.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 164.46	150.00	\$ 14.46	110%
Monthly Revenue Totals		\$ 2,896.81	\$ 28,794.32	\$ 43,856.26	\$ 545.91	\$ 8,483.40	\$ 32,284.40	\$ 25,181.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 142,042.50	\$ 175,681.60	\$ (33,639.10)	81%

2020 EXPENSES

		2020 January	2020 February	2020 March	2020 April	2020 May	2020 June	2020 July	2020 August	2020 Sept	2020 October	2020 Nov	2020 Dec	2020 YTD Total	2020 Budget	Dif	% of Budget
Account Number																	
960-00-50403-000-000	Depreciation Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	#DIV/0!
960-00-50427-000-000	Principal/Interest on Debt	\$ -	\$ -	\$ 40,043.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,043.50	40,044.00	\$ (0.50)	100%
	GENERAL GOVERNMENT EXPENSE	\$ -	\$ -	\$ 40,043.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,043.50	40,044.00	\$ (0.50)	100%
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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	#DIV/0!
960-00-51950-000-000	Land Acquisition Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	#DIV/0!
	GENERAL GOVERNMENT EXPENSE	\$ -	\$ -	\$ -	\$ 350.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350.00	350.00	\$ -	100%
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	\$ -	\$ -	\$ -	\$ 124.85	\$ -	\$ -	\$ 131.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 256.60	700.00	\$ (443.40)	37%
960-00-55200-000-150	Gasoline Expense	\$ -	\$ -	\$ -	\$ 965.61	\$ 2,190.70	\$ 10,758.97	\$ 19,674.41	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,589.69	51,833.00	\$ (18,243.31)	65%
960-00-55200-000-155	Operating Supplies	\$ 4.00	\$ 314.52	\$ -	\$ 106.50	\$ 1.50	\$ 528.34	\$ 1,098.32	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,053.18	3,200.00	\$ (1,146.82)	64%
960-00-55200-000-156	Grounds & Maintenance	\$ -	\$ -	\$ -	\$ 1,366.04	\$ 437.16	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,803.20	15,000.00	\$ (13,196.80)	12%
960-00-55200-000-160	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 687.50	\$ 301.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 989.00	5,000.00	\$ (4,011.00)	20%
960-00-55200-000-165	Building Maintenance	\$ -	\$ -	\$ 57.44	\$ -	\$ 71.81	\$ 2,771.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,900.25	5,000.00	\$ (2,099.75)	58%
960-00-55200-000-168	Other Property Expenses/Taxes	\$ 5,368.83	\$ -	\$ -	\$ -	\$ 371.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,740.08	5,500.00	\$ 240.08	104%
960-00-55200-000-169	Donation A/C Funded Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	#DIV/0!
	CULTURE, RECREATION & EDUCATION	\$ -	\$ -	\$ 57.44	\$ 2,563.00	\$ 3,759.92	\$ 14,359.81	\$ 20,904.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 41,644.65	91,233.00	\$ (49,588.35)	46%
960-00-40636-000-000	Lakeside Park Capital Outlay	\$ 24,357.00	\$ 292.00	\$ 432.20	\$ 42,461.48	\$ 70.00	\$ 22,348.00	\$ 1,765.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 91,725.76	48,714.00	\$ 43,011.76	188%
	CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ 42,461.48	\$ 70.00	\$ 22,348.00	\$ 1,765.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 66,644.56	48,714.00	\$ 17,930.56	137%
Total Expenses		\$ -	\$ -	\$ 40,100.94	\$ 45,374.48	\$ 3,829.92	\$ 36,707.81	\$ 22,669.56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 148,682.71	\$ 179,991.00	\$ (31,308.29)	83%

Pewaukee Park and Recreation Department - Laimon Family Lakeside Park  
2020 Deposits from Tenant (Gas/Launch/Rent)

Date	Total Amount	Launch Amount	Gas Amount	Rent	Other
1/14/2020	\$ 125.48			\$ 125.48	Q4 Utilities
1/16/2020	\$ 286.43			\$ 286.43	Q3 2019 utilities
1/31/2020	\$ 2,893.55			\$ 2,893.55	Rent
2/29/2020	\$ 2,893.55			\$ 2,893.55	Rent
3/31/2020	\$ 2,893.55			\$ 2,893.55	Rent
4/14/2020	\$ 139.19			\$ 139.19	Q1 Utilities
4/30/2020	\$ 2,980.15			\$ 2,980.15	Rent
5/4/2020	\$ 808.06	\$ 273.00	\$ 535.06		
5/11/2020	\$ 150.38	\$ 63.00	\$ 87.38		
5/18/2020	\$ 990.65	\$ 217.00	\$ 773.65		
5/26/2020	\$ 3,027.82	\$ 434.00	\$ 2,593.82		
6/1/2020	\$ 7,372.85	\$ 434.00	\$ 3,958.70	\$ 2,980.15	Rent
6/8/2020	\$ 6,816.71	\$ 574.00	\$ 6,242.71		
6/15/2020	\$ 2,525.14	\$ 329.00	\$ 2,196.14		
6/22/2020	\$ 7,408.19	\$ 882.00	\$ 6,526.19		
6/29/2020	\$ 10,737.88	\$ 567.00	\$ 7,190.73	\$ 2,980.15	Rent
7/6/2020	\$ 13,175.84	\$ 938.00	\$ 12,237.84		
7/13/2020	\$ 7,977.67	\$ 504.00	\$ 7,306.85	\$ 166.82	Q2 Utilities
7/20/2020	\$ 6,570.36	\$ 595.00	\$ 5,975.36		
7/27/2020	\$ 10,367.57	\$ 532.00	\$ 6,855.42	\$ 2,980.15	Rent
	\$ -				
	\$ -				
	\$ -				
	\$ -				
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	\$ -				
	\$ -				
	\$ -				
TOTALS:	\$ 90,141.02	\$ 6,342.00	\$ 62,479.85	\$ 21,319.17	
LESS SALES TAX:		\$ 302.00	\$ 8,998.36		
NET TOTAL:		\$ 6,040.00	\$ 53,481.49		OVER

**Budgeted Revenue 2020**

		<b>Actual</b>	<b>Remaining</b>	<b>% Remaining</b>
Gas sales	\$ 73,117.00	\$ 54,241.78	\$ 18,875.22	26%
Boat launch fees	\$ 7,000.00	\$ 6,728.75	\$ 271.25	4%
<b>TOTAL:</b>	<b>\$ 80,117.00</b>	<b>\$ 60,970.53</b>	<b>\$ 19,146.47</b>	<b>24%</b>

**After hours launch deposits**

4/13/2020	\$ 58.00
4/28/2020	\$ 72.00
5/4/2020	\$ 43.00
5/11/2020	\$ 28.00
5/19/2020	\$ 36.00
5/26/2020	\$ 63.00
6/1/2020	\$ 68.75
6/8/2020	\$ 68.00
6/15/2020	\$ 78.00
6/22/2020	\$ 38.00
6/29/2020	\$ 28.00
7/6/2020	\$ 21.00
7/13/2020	\$ 35.00
7/20/2020	\$ 38.00
7/27/2020	\$ 14.00

TOTALS: \$ 688.75  
 LESS SALES TAX: \$ 32.80  
 NET TOTAL: \$ 655.95

**Total Launches To Date**

1004

**Total Gallons of Gas To Date**

15082

**Lake Patrol Gas**

Month	Gallons Sold	Total Amount
May	82.218	\$ 143.53
June	138.003	\$ 274.62
July	167.519	\$ 342.14
August		
September		
Total:	387.74	\$ 760.29

**Annual Launch Passes**

Fees	\$	# Passes
Resident	50.00	11
Non-Resident	75.00	3
Total Passes		14

**Other**

8/03/2020

10:23 AM

## Transactions Detail Report - Full Description

Page: 1

Dated From: 7/01/2020

From Account: 960-00-57610-000-000

ACCT

Thru: 7/31/2020

Thru Account: 960-00-57610-000-000

Fund # 960 - LAIMON LAKESIDE PARK FUND

Debit

Credit

960-00-57610-000-000

## LAKESIDE PARK CAPITAL OUTLAY

Posting

----- Transaction -----

Date	Type	Number	Date	Beginning Balance:	
7/31/2020	DIS	66535	7/31/2020	RA SMITH, INC	89,960.68
				ENGNR SVC/PARK LOT-BOAT LAUNCH-DNR PRMT	1,765.08
				152411	
				Ending Balance:	91,725.76

Fund Totals:

Beginning

89,960.68

0.00

1,765.08

0.00

Ending

91,725.76

0.00

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

**DATE:** August 12, 2020

**DEPARTMENT:** Parks and Recreation

**PROVIDED BY:** Nick

***SUBJECT:***

Discussion and possible action regarding bids for Laimon Park boat launch and parking lot renovation project.

***BACKGROUND:***

The bid opening was completed on 8/11/20. The attached document is the recommendation from raSmith. We estimated the cost of the project at \$204,019 when writing for our grant application. The lowest bid came back at \$202,350, which does not include any of raSmith's costs for pre-engineering, engineering or project management.

We find out on 8/18/20 about the WDNR grant application status.

***FINANCIAL IMPACT:***

***RECOMMENDED MOTION:***

**ATTACHMENTS:**

Description

raSmith Bid Recommendation



August 10, 2020

Mr. Nick Phalin, Director  
Pewaukee Parks and Recreation  
W240 N3065 Pewaukee Road  
Pewaukee, WI 53072

Re: Laimon Family Lakeside Park  
Launch and Pavement Improvements

Dear Mr. Phalin:

Bids were opened at 1:00 p.m. on Monday, August 10, 2020 at the Village of Pewaukee Village Hall for the above referenced project. The bids received have been checked and tabulated as follows:

<u>BIDDER</u>	<u>BID</u>
1. Parking Lot Maintenance	\$219,195.00
2. Payne and Dolan	\$264,755.30
3. Poblocki Paving	\$369,935.00

We believe that Parking Lot Maintenance price is reasonable and submitted competitively in good faith.

Our estimate was lower than all of the bids. The higher cost may be attributable to the time line to get the work completed, the addition of a storm sewer line to Park Avenue and the cost of concrete elements.

Should the Village decide to proceed with the work, I recommend that they award the contract to the lowest responsive, responsible bidder, Parking Lot Maintenance in the amount of \$219,195.00.

.Should you have any questions, please contact me.

Sincerely,  
R.A. Smith, Inc.



Timothy G. Barbeau, P.E., R.L.S.  
Town of Delafield Engineer

Attachment: (previously forwarded to Mr. Phalin)

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

**DATE:** August 12, 2020

**DEPARTMENT:** Parks and Recreation

**PROVIDED BY:** Nick

***SUBJECT:***

Discussion and possible action in regards to lighting additions to Laimon Park boat launch area.

***BACKGROUND:***

At the very end of the WDNR grant application, it was brought to my attention of adding a light pole near the boat launch area. This would increase safety of those launching boats before sunrise or returning after it is dark.

We had written \$1,000 worth of lighting into the WDNR grant, and have now received proposals, which are not part of the asphalt bid. The verbal quote received from our electrician includes two new light poles (launch and gas area replacement) with LED heads, materials, wiring and install for a total of \$4,697.54.

***FINANCIAL IMPACT:***

***RECOMMENDED MOTION:***

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

**DATE:** August 12, 2020

**DEPARTMENT:** Parks and Recreation

**PROVIDED BY:** Nick

***SUBJECT:***

Discussion and possible action regarding replacing electrical wiring, conduit, and point-of-sale system for gas sales.

***BACKGROUND:***

During the parking lot renovation project, it was brought to my attention that our electrical wiring to the gas pump area may need to be repaired and improved. We have been prolonging the point-of-sale upgrade and expenses, thought to be roughly \$15,000 in previous quotes.

When working with Northern Petroleum, they mentioned a possible upgrade, along with the underground conduit and electrical necessary to keep us functional. The previous system is extremely outdated with being over 30 years old. There are only two technicians who know this system, which limits our service call options and speed for repairs.

***FINANCIAL IMPACT:***

The attached quote includes a NEW Ruby CI point-of-sale system, which is a simple model (generally for gas stations with 2 pumps). This would fit our needs well at the gas pier. The quote also includes all new wiring, conduit, trenching and install. We have spent \$2,883 on issues, repairs and service calls related to the outdated console from 2017-2020.

Trenching and install will be done during the parking lot renovation, but is required by their organization as it must be done at a lower level as it is fuel related.

***RECOMMENDED MOTION:***

**ATTACHMENTS:**

Description

Console Issue Expenses

New Northern Quote

Charges related to outdated pump issues

2017	\$	134.00
	\$	898.50

2018	\$	609.00
------	----	--------

2019	\$	284.00
------	----	--------

2020	\$	301.50
	\$	301.50
	\$	354.83

Total for 2017-2020	\$	2,883.33
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**Northern Equipment Company, Inc.**  
W222 N610 Cheaney Dr, Waukesha, WI 53186-1697  
Phone (262) 549-9610; Fax (262) 549-9546

**QUOTE**

DATE	QUOTE #	CUST #
7/17/2020	0000222360	0001220

**BILL TO:**

Pewaukee Park & Recreation  
129 Park Avenue  
Pewaukee WI 53072

**SHIP TO:**

262-691-0360

Laimon Family Lakeside Park  
129 Park Avenue  
Pewaukee WI 53072

P.O. NUMBER		TERMS	SALES PERSON	
		NET 10 DAYS	Deanna T	
QUAN	DESCRIPTION	PRICE EACH	AMOUNT	
SCOPE OF WORK: Run conduits and new wire to fueling area for 1 lot light, 1 dispenser, 1 intercom speaker, 1 e-stop, and 1 submersible motor. Install data box for dispenser communication for new register. All necessary electrical permits to be provided by Prime Service Providers. Eliminate 2400 fuel controller (30 plus years old) and install EMV compliant POS terminal for dispenser communications and processing EMV cards.				
1.00	Electrical Subcontract	3,630.00	3,630.00	
1.00	NEW Used Ruby CI with communications box	5,150 <del>4,550.00</del>	<del>4,550.00</del>	
1.00	Installation and Start Up of new Register	1,250.00	1,250.00	
1.00	Trenching for Electrical by NEC with equipment charges	2,400.00	2,400.00	
ACCEPTED BY: _____				
DATE: _____				
TOTAL			\$11,830.00	

\$12,430

\$12,430

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

**DATE:** August 12, 2020

**DEPARTMENT:** Parks and Recreation

**PROVIDED BY:**

***SUBJECT:***

Discussion and possible action regarding 2021 budget proposal.

***BACKGROUND:***

***FINANCIAL IMPACT:***

***RECOMMENDED MOTION:***