

CITY OF OCONOMOWOC

PARKS AND RECREATION BOARD MEETING

Monday, August 10, 2020 – 6:30p.m.

Oconomowoc Community Center – 220 W. Wisconsin Avenue - OCC Upper Hall Room C

NOTICE: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the Parks, Recreation and Forestry Department at least 48 hours prior to the meeting at 262-569-2199 to request adequate accommodations.

AGENDA

1. Call to order – Roll Call (Confirmation of appropriate meeting notice)
2. Comments from the Audience
3. Consider/act on Minutes from the July 2020 meeting
4. Park Street/Woodland Lane/Bender Beaches – update
5. 2021 Capital Projects
6. Park & Open Space Plan – update
7. Department Reports for July 2020
 - a. Director's Report
 - b. Parks and Forestry Superintendent Report – written reports included in material packet
 - c. Recreation Manager's Report – written reports included in material packet
 - d. Community Center Update Report – written reports included in material packet
8. Consider/act on July 2020 vouchers
9. Comments from Board Members
10. Any other business that may properly come before this body
11. Adjourn

Notice is hereby given that a majority of the Park and Recreation Board will be present at the above scheduled event to gather information about a subject over which they have decision making responsibility.

Members of other city governmental bodies (boards, commissions, committees, council, etc.) may attend the above noticed meeting of the Oconomowoc Parks & Recreation Board in order to gather information. The only action to be taken at the above noticed meeting will be action by the Oconomowoc Parks & Recreation Board.

**CITY OF OCONOMOWOC
PARKS, RECREATION AND FORESTRY BOARD
MEETING MINUTES – JULY 20, 2020**

I. CALL TO ORDER – ROLL CALL

- A. The meeting was called to order by President, Joe Moroni at 6:30pm in the Community Center – Community Center Upper Hall. Confirmation of appropriate meeting notice was made by Staff.
- B. Members Present: Joe Moroni, Scott Antonneau, Jimi Hall, Katie Miller, Matt Mulder and Charles Schellpeper. Quorum present.
- C. Members Excused: Dan Gotzler and Lauren Wittnebel
- D. Staff Present: Craig Hoepfner – Director and Jennifer Clayton – Administrative Assistant
- E. Audience Attendees (who signed in): Linda Franzblau, Elaine Rogers, Nancy Showers, Susan & Tim Young, Christine & Adam Doleshal, Karin Sundelius, Jeff & Kelly Joerres, Scott Jensen, Steve Danen, Anne Kelley, Sarah Irvine, Buff Danen, Terry Holahan, Lou Kowieski, Brad & Margaret Hayes, Thomas Peters, Peter Dornbach, Nancy Vogel and Chad VandeZande

II. COMMENTS FROM THE AUDIENCE

None

III. CONSIDER/ACT ON MINUTES FROM THE JUNE 2020 MEETING

M.Mulder moved to approve the minutes of the June 2020 meeting; second by K.Miller. No opposition. Motion carried.

IV. CONSIDER/ACT ON PARK STREET, WOODLAND LANE AND BENDER BEACHES

C.Hoepfner spoke to the board about the high attendance at all the beaches in Oconomowoc this summer due to the extra warm weather this summer and many of the other area pools and attractions being closed due to COVID-19. Our department and the police have received many calls this summer especially about the Park St, Woodland Ln and Bender Beaches.

Jeff Joerres, Park St Beach resident, thanked the department and the police for the 164+ visits to the beach, in an attempt to help. Jeff prepared a presentation to share with some of the issues there. A few highlights were a needed clarification between is it a Park or a Beach? Should there be a fee? Clarification on allowing alcohol/smoking/swearing? Volume of swimmers/traffic? Is the intent for Park St Beach to be for residents, nonresidents or a neighborhood? The volume of traffic delivering watercraft during busy season has been up to 220 per week.

The Young's agreed with all the issues brought up by Joerres. Also added that they voiced concern regarding cars launching and picking up carry in watercraft. They believe it is not a question of IF but WHEN a serious accident is going to happen as a result of the car traffic.

Many commented that it is a public beach and it should remain a public beach. Nice to have others come in and enjoy the lake, if we don't allow others, we are becoming elitist. Outsiders are good for the local economy. Some feel it's not as busy as others are saying. Don't believe there should be a fee unless lifeguards and other services are offered. If you live next to a public beach you should just know you will have others there. Nice to be able to launch watercraft there. How many times was there actually an incident when the police were called? Some suggestions were to put a sign saying not to drive down to beach to launch watercraft, watercraft must be carried in. Maybe we could send lifeguards when we can just to get a little more order there. Maybe a sign saying nor drinking on road/sand/within buoys. Need same rules at all three or if we tighten up one it will push people to the next one so the problems would just move to the next. Updated signage would be a good place to start. Random checks by officers and clear rules are needed. Neighbors shouldn't have to

police it all the time. The signage is old, outdated and confusing (beach or park?). No launching of the huge floaties should be on a sign.

Kowieski, Alderman for area, has had several conversations with neighbors. He says each beach is unique. The signage needs to be updated with additional policies and they need to be enforced. Uniform policies/enforcement/maybe a lifeguard/video surveillance/more police to enforce. Bender Beach neighbors, Danen, With the pandemic this summer there has been more beach use. The swim area/beach has many watercrafts that are there when not being used. More buoys are needed. Previous years Bender has had lifeguards, none this year. If we aren't going to charge at Bender then why at City Beach? The neighbors to the beach are respectful but the outsiders are not. Years ago, when there were problems at Woodland Ln the mayor did not want to shut the beach down so a Task Force Committee was formed to figure out what to do. The Task Force created the policies on the boat mooring/lake access/and the City Beach and Bender Beach.

Park and Rec Board comments were that there are rules for these beaches, but they need to have someone enforce those rules whether it be a lifeguard, CSO, police, we will need to figure something out. Maybe it's time to form another Task Force. Signage should be updated. More consistency with the rules. Park Board was clear that access should remain open to the public. An occasional lifeguard might help get rules enforced. Budget issues due to COVID is why we decided to not staff Bender Beach this year, but we should try to have a lifeguard there at least on the weekends. C.Hoepfner stated that lifeguards are hard to find because of certifications, so they would not be the answer.

Captain Pfister stated that patrols are there quite a bit, either for calls or for random checks. They are only able to enforce issues when they see them, can't enforce what they don't see. The police do need to know the exact rules to enforce. For example, beach or park, different rules for each.

J.Hall moved to implement temporary signage immediately, with permanent signage to follow stating "No alcohol and No smoking on park property (grass/beach/within swim area) and Be respectful of Neighbors"; second by M.Mulder. No opposition. Motion carried.

V. CONSIDER/ACT ON BLAIN STREET PARK TENNIS/PICKLEBALL COURTS

C.Hoepfner discussed Blain Street Tennis Court progress with the board. Everything is going well and on schedule. Some neighbors to Blain Street Park came to the meeting and voiced their opinions on having Pickleball lines painted on the Tennis Courts. One neighbor said because of the distinct sound that the pickleball game makes that at least 20 residents, a list was handed out to the board, do not want to have the Pickleball lines painted on these courts. Parking is also an issue. Tennis is not a problem, Basketball wasn't that bad, but the Pickleball noise is too much. "If you stripe it, they will come, it's a brand-new court". Please don't stripe it. C.Hoepfner stated there are 20ish people that play at Westover and they are happy there. The parking is better, and they have restrooms there.

Board comments were if they are happy at Westover, we don't need to paint them at Blain; if there is a need later, we can revisit; we shouldn't ban it, people can still play we just aren't painting lines. C.Schellpeper moved to paint zero Pickleball lines on Blain Tennis Courts; second by S.Antonneau. No opposition. Motion carried.

VI. DISCUSS CITY BEACH STAFFING FOR AUGUST/SEPTEMBER

C.Hoepfner updated the board on the Lifeguard staffing. Right now, we are ok, but we have had some staff not be able to work due to possible Covid exposures or going on vacation and having to quarantine when coming back. We are doing the best we can with limited staff. Many of the lifeguards are moving to college and some sports are starting up like usual but with the added Covid issues we will continue to do the best we can.

VII. DEPARTMENT REPORTS FOR JUNE 2020

A. DIRECTOR'S REPORT – CRAIG HOEPPNER

The fireworks went very well, and we had opened some extra viewing areas to help with social distancing.

Skate Park – waiting to see how the Town of Delafield decides on keeping open or selling.

Roosevelt Shelter bids are due Friday.

We are hoping to do another Park Tour for the Board in September.

B. PARKS AND FORESTRY SUPERINTENDENT REPORT

Written report included in packet.

C. RECREATION MANAGER'S REPORT

Written report included in packet.

D. COMMUNITY CENTER RENTAL REPORT

Written report included in packet.

VIII. CONSIDER/ACT ON JUNE 2020 VOUCHERS

J.Hall moved to approve vouchers from June 2020; second by K.Miller. No opposition. Motion carried.

IX. COMMENTS FROM BOARD MEMBER

None

X. ANY OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THIS BODY

None

XI. ADJOURNMENT

S.Antonneau moved to adjourn; second by K.Miller. No opposition. Motion carried. The meeting ended at 9:04p.m.



MEMORANDUM

PARKS, RECREATION & FORESTRY

Date: August 5, 2020

To: Parks & Recreation Board

From: Craig Hoepfner, Director

Re: 2021 Capital Projects

Included in your agenda packet is our Department's 5-year Capital Plan (2021-2025) and 2021 Capital Budget requests. Here are the highlights for 2021:

- Request to use some of our Reserve Funds for improvements to the Community Center, including fixing our ADA ramp, replacing railings and exterior painting.
- Request for two replacement vehicles, including a Polar Trac and Pickup Truck.
- Request for two replacement projects, swim rafts at City Beach and lighting at Champion Fields.
- Request for two new projects, a Landscape Supply Storage Area at the Park Shop and a Skate Park.

Included in your agenda packet are individual documents for each of these projects. Additional information and photos will be provided at the meeting.



Project Title: Community Center Improvements and Replacements
Department: Parks, Recreation & Forestry
Department Priority: Preferred

Date: 2/20/2017

CAPITAL BUDGET SUMMARY								
Year	Prior Years	2021	2022	2023	2024	2025	Future Years	Total Project
Project Phase:								
Expenditure Budget		\$ 30,000		\$ 30,000				\$ 60,000
Revenue Budget								\$ -
Net City Cost	\$ -	\$ 30,000		\$ 30,000	\$ -	\$ -		\$ 60,000

Cost Detail			Revenue Detail		
Design	\$ -		Grant	\$ -	
Construction	\$ 60,000		Impact Fees	\$ -	
Misc/Permits/Fees	\$ -		Reserves	\$ 60,000	
Furniture/Equipment	\$ -		Excess rental revenue		
	\$ -			\$ -	
	\$ -		Subtotal Revenue	\$ 60,000	
	\$ -				
Total Cost	\$ 60,000		Total Levy	\$ -	

Scope & Description

Exterior

- 1) Fix ADA ramp and replace railings with stainless steel
- 2) Painting

Upper Floor

- 1) Upgrade lighting to LED
- 2) Add sink to bar area

Miscellaneous Replacements

Bathroom Fixtures, Trash Receptacles, Exterior Doors, Interior Painting, Tables & Chairs, Technology Upgrades if needed.

Analysis of Need/Impact

The Community Center was a substantial investment. Expectations to maintain the facility at a high level exists for our clients which include program participants, renters, etc. Ongoing repairs and replacements will occur due to high traffic and use of the facility.

Previous Action

None - Building opened in January of 2013.
 2016 COW action - change funding source to excess community center revenue to be designated to improvements



Project Title: City Beach Swim Pier Replacement
Department: Parks, Recreation & Forestry
Strategic Priority: Immediate/Critical

Date: 6/23/2020

CAPITAL BUDGET SUMMARY

Year	Prior Years	2021	2022	2023	2024	2025	Future Years	Total Project
Project Phase:								
Expenditure Budget		\$ 95,000						\$ 95,000
Revenue Budget								\$ -
Net City Cost	\$ -	\$ 95,000		\$ -	\$ -	\$ -		\$ 95,000

Cost Detail			Revenue Detail		
Design	\$ -		Grant	\$ -	
Construction	\$ -		Impact Fees	\$ -	
Misc/Permits/Fees	\$ -		Reserves	\$ -	
Furniture/Equipment	\$ 95,000		Debt		
	\$ -			\$ -	
	\$ -		Subtotal Revenue	\$ -	
	\$ -				
Total Cost	\$ 95,000		Total Tax Levy	\$ 95,000	

Scope & Description

New swimming area piers would match existing piers used at Community Center and Boat Launch. Piers will include 6' width to create stability for swimmers. Repair and replacement parts will match current pier system. We have reduced the amount of pier sections needed to lower the cost.

Analysis of Need/Impact

Existing swim piers were purchased 14 years ago. The piers are becoming a safety hazard for beach users. DPW crew has made repairs and replaced parts for the last 4 years and cannot make any more repairs. The torque from use is bending the piers and creating sharp edges. Stability of the piers has decreased over the years due to bending of side walls.

Previous Action



Project Title: Landscaping Supply Storage Area
Department: Parks, Recreation & Forestry
Department Priority: Preferred

Date: 1/23/2015

CAPITAL BUDGET SUMMARY

Year	Prior Years	2021	2022	2023	2024	2025	Future Years	Total Project
Project Phase:								
Expenditure Budget		\$ 90,000						\$ 90,000
Revenue Budget								\$ -
Net City Cost	\$ -	\$ 90,000	\$ -	\$ -	\$ -	\$ -		\$ 90,000

Cost Detail			Revenue Detail		
Design	\$ -		Grant	\$ -	
Construction	\$ 90,000		Impact Fees	\$ -	
Misc/Permits/Fees	\$ -		Reserves	\$ -	
Furniture/Equipment	\$ -			\$ -	
	\$ -		Subtotal Revenue	\$ -	
	\$ -				
Total Cost	\$ 90,000		Total Levy	\$ 90,000	

Scope & Description

The Parks and Forestry Division is requesting a new landscape supply lean-to building to be constructed at the Municipal Services Center. This facility would be used by Parks, DPW and Utilities and would store topsoil, stone, playground mulch, decorative mulch and ball diamond mix.

Storage Units would include seven bays approximately 15'x15' with concrete sides and floor and a roof to cover materials from weather.

Analysis of Need/Impact

The Parks and Forestry Division has been piling and storing topsoil, playground mulch, decorative mulch, ball diamond mix and City chipped up mulch (that we have chipped up from tree removals to use in our lower profile parks for landscape beds and around trees) outside of our shop along the Municipal Services Center building when and where we can find room to put it. The Fire Department has done inspections and told us that we need to keep mulch away from our building as it poses as a potential fire hazard. The DNR has told us that these piles need to be covered for storm water containment. Many of these supplies should have an overhang area to keep it dry for use when we need it. Having this concrete lean-to storage area with a roof would clean up our yard and make it better organized and improve our operations. We can also store our trailers, picnic tables, benches, new trees that come in from the nursery, etc. under these covered areas when we need it and during the winter when we are out of certain supplies.

Previous Action

2016 COW action - move project back from 2021 to 2022



Parks IA1

Project Title: Champion Fields Lighting
Department: Parks, Recreation & Forestry
Strategic Priority: IV.B. Plan and Implement Quality of Life Assets

Date: 6/26/2020

CAPITAL BUDGET SUMMARY

Year	Prior Years	2021	2022	2023	2024	2025	Future Years	Total Project
Project Phase:								
Expenditure Budget		\$ 110,000				\$ 125,000		\$ 235,000
Revenue Budget								\$ -
Net City Cost	\$ -	\$ 110,000	\$ -	\$ -	\$ -	\$ 125,000		\$ 235,000

Cost Detail			Revenue Detail		
Design			Grant		\$ -
Construction	\$ 235,000		Impact Fees		\$ -
Misc/Permits/Fees			Reserves		\$ -
Furniture/Equipment			Debt		\$ -
	\$ -		Subtotal Revenue		\$ -
	\$ -		Total Tax Levy		\$ 235,000
	\$ -				
Total Cost	\$ 235,000				

Scope & Description

Champion Fields is in need of many improvements. Our Department has worked closely with the Oconomowoc Softball Association to compile a priority list. Number one on the entire list is new LED lighting for Diamonds #1 and #2. Phase 1 of this project would convert the old lighting to new LED lighting, but still use the existing light poles.

Phase II of this project would be adding lights to Diamond #3.

Analysis of Need/Impact

Our current lighting system is no longer safe for the players. There are many "shadow" areas within the field that make it hard to see batted and thrown balls. There would be substantial savings on energy use as well by converting to LED lights.

Previous Action



Project Title: Replace Truck #72
Department: Parks, Recreation & Forestry
Department Priority: Preferred

Date: 2/26/2017

CAPITAL BUDGET SUMMARY

Year	Prior Years	2021	2022	2023	2024	2025	Future Years	Total Project
Project Phase:								
Expenditure Budget		\$ 40,000						\$ 40,000
Revenue Budget					\$ -			\$ -
Net City Cost	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -		\$ 40,000

Cost Detail			Revenue Detail		
Design	\$ -		Grant	\$ -	
Construction	\$ -		Impact Fees	\$ -	
Misc/Permits/Fees	\$ -		Reserves	\$ -	
Furniture/Equipment	\$ 40,000			\$ -	
	\$ -			\$ -	
	\$ -		Subtotal Revenue	\$ -	
	\$ -			\$ -	
Total Cost	\$ 40,000		Total Levy	\$ 40,000	

Scope & Description

Replace 2004 GMC 3/4 ton truck #72.

Analysis of Need/Impact

Vehicle replacement plan indicates approximately every 15 years vehicles should be replaced. Staff will evaluate condition and need as we get closer replacement time.

Previous Action



Project Title: 2011 Toro Polar Trac #76 w/cab, broom, straight plow and mower deck replacement
Department: Parks, Recreation and Forestry **Date:** 5/6/2019
Department Priority: Preferred

CAPITAL BUDGET SUMMARY								
Year	Prior Years	2021	2022	2023	2024	2025	Future Years	Total Project
Project Phase:								
Expenditure Budget		\$ 60,000						\$ 60,000
Revenue Budget								\$ -
Net City Cost	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -		\$ 60,000

Cost Detail			Revenue Detail		
Design	\$ -		Grant	\$ -	
Construction	\$ -		Impact Fees	\$ -	
Misc/Permits/Fees	\$ -		Reserves	\$ -	
Furniture/Equipment	\$ 60,000			\$ -	
	\$ -			\$ -	
	\$ -		Subtotal Revenue	\$ -	
	\$ -			\$ -	
Total Cost	\$ 60,000		Total Levy	\$ 60,000	

Scope & Description

The Toro Polar Trac unit is used extensively throughout the year for our mowing operations and sidewalk snow removal operations. We will replace this unit's attachments as well as they are heavily used and getting worn out. The unit is 49.5 inches wide to greatly reduce sidewalk edge damage from the snow removal process. It is also used for leveling out mulch in tight areas when we add mulch to playgrounds and it is used for leveling ball diamond mix.

It is our intent to replace these units every 7-10 years with the use that they get to reduce maintenance costs as parts wear out, reduce equipment down time, increase work efficiency, and they get a lot of hard year-round use.

Analysis of Need/Impact

Reduce maintenance costs, reduce downtime to improve efficiency. This unit is used extensively for sidewalk snow removal and downtown snow removal operations and mowing operations.

Previous Action



Parks 'IA1

Project Title: Skate Park construction

Department: Parks, Recreation & Forestry

Date: 6/26/2020

Strategic Priority: IV.B. 12. Evaluate potential sites in the Downt

CAPITAL BUDGET SUMMARY

Year	Prior Years	2021	2022	2023	2024	2025	Future Years	Total Project
Project Phase:								
Expenditure Budget		\$ 250,000						\$ 250,000
Revenue Budget								\$ -
Net City Cost	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -		\$ 250,000

Cost Detail			Revenue Detail		
Design	\$	25,000	Grant	\$	-
Construction	\$	225,000	Impact Fees	\$	-
Misc/Permits/Fees			Reserves	\$	-
Furniture/Equipment			Debt		
	\$	-		\$	-
	\$	-	Subtotal Revenue	\$	-
	\$	-			
Total Cost	\$	250,000	Total Tax Levy	\$	250,000

Scope & Description

As part of the City's Strategic Plan, our Department has investigated potential sites in the Downtown Region for a Skate Park and city consensus is to use the former park shelter concrete pad at Roosevelt Park. We have formed a leadership group of high school aged users and have developed a conceptual plan with the assistance of American Ramp Company.

The next step is to secure funding for the Skate Park.

Analysis of Need/Impact

This has been a need in the community for the past 15 years. The number of potential users continues to grow and Skateboarding will be an official sport at the next Summer Olympics.

Previous Action

Page #	Fund	Strategic Plan	Dept	Type	Funding	Description	2021	2022	2023	2024	2025
A40	TIF	4	Parks	Initiative	Other	Boat Launch Parking - City Beach		\$ 1,175,000			
A41	TIF	4	Parks	Initiative	Other	Boat Launch Development - City Beach		\$ 1,375,000			
A42	GF	4	Parks	B&G	Levy	Community Center Improvmts/Replcmnts	\$ 30,000		\$ 30,000		
A43	GF	4	Parks	B&G	Levy	Champion Fields - Lighting	\$ 110,000				\$ 125,000
A44	GF	4	Parks	B&G	Levy	Fencing - Champion Fields #2			\$ 70,000		
A45	GF	4	Parks	B&G	Levy	Champion Fields-Parking Lot			\$ 70,000	\$ 420,000	
A46	GF	4	Parks	B&G	Levy	Fencing-Champion Fields #3					\$ 50,000
A47	GF	4	Parks	B&G	Levy	Playground Equip-Champion Fields		\$ 480,000			
A48	GF	4	Parks	B&G	Levy	Champion Fields-Concession/Restroom					
A49	GF	4	Parks	B&G	Levy	Lighting - Riverside Park			\$ 15,000		
A50	GF	4	Parks	B&G	Levy	Shoreline Stabilization - Greenland Ave				\$ 15,000	
A51	GF	4	Parks	B&G	Levy	Shoreline Stabilization - Chestnut Street				\$ 15,000	
A52	GF	4	Parks	B&G	Levy	Shoreline Stabilization - Grove Street				\$ 15,000	
A53	GF	4	Parks	B&G	Levy	Landscape Supply Storage	\$ 90,000				
A54	GF	4	Parks	B&G	Levy	Canoe Launches: Riverside, River Knoll & Chaffee Parks			\$ 20,000	\$ 20,000	\$ 20,000
A55	GF	4	Parks	B&G	Levy	Swim Pier Replacement	\$ 95,000				
A56	GF	4	Parks	B&G	Levy	Westover Park-Playground Equip Repl			\$ 40,000		
A57	PARK	4	Parks	B&G	Other	NE Regional Park Development-Phase2				\$ 717,000	
A58	GF	4	Parks	B&G	Levy	Board Walk-Extend Nlake Rd& Vet Park				\$ 75,000	
A59	GF	4	Parks	B&G	Levy	Skate Park	\$ 250,000				
A60	GF	4	Parks	Fleet	Levy	Polar Trac	\$ 60,000				
A61	GF	4	Parks	Fleet	Levy	GMC 3/4 Ton Pickup -replace	\$ 40,000				
A62	GF	4	Parks	Fleet	Levy	Wide Area Mower		\$ 85,000			
A63	GF	4	Parks	Fleet	Levy	Toro Herbicide Sprayer			\$ 35,000		
A64	GF	4	Parks	Fleet	Levy	Truck #96-2009: Ford F250 3/4 ton				\$ 45,000	
A65	GF	4	Parks	Fleet	Levy	Unit #98-Toro Groundmaster mower/2015				\$ 90,000	
A66	GF	4	Parks	Fleet	Levy	Replace Truck #95			\$ 45,000		
A67	GF	4	Parks	Fleet	Levy	Morbark Chipper Replacement				\$ 45,000	

PARKS AND FORESTRY DIVISION REPORT
July 2020

UPDATES

- Parks, trash and restroom route is checked seven days a week from seasonal staff
- Vandalism repairs in parks and green spaces as needed
- Flag and banner maintenance performed as needed
- Digger's Hotline locates performed as needed
- Community Center exterior is cleaned/rinsed weekly for weddings and events
- Recreation Division support and work orders performed as needed
- Baseball/softball fields are dragged and prepared for game use daily
- Foul lines are painted to all ball diamonds once per week
- All athletic fields are mowed three times per week
- Prep Champion Fields for first games Friday through Sunday for Baseball 365 tournaments
- Champion Fields and City Beach light poles are inspected by Collins Engineering
- All athletic fields, parks and green spaces are fertilized
- All parks and green spaces are mowed and trimmed once weekly
- New City Beach bollards are installed.
- Annual flower beds are fertilized once weekly
- Annual flower beds are watered and weeded three times weekly to roundabout, roundabout areas, medians, downtown tree boxes, City Beach, Veteran's Park, City Hall
- Weeds are pulled/sprayed to downtown areas, South Street, parks and green spaces, medians
- Stumps are ground out, sucked out and topsoil, seed and cover are added
- Storm damage trees are cleaned up from parks, green spaces, streets and City right-of-way's
- Delivery/pick up materials for the Beer Garden events at Village Green
- Remove and replace pier railings for ski show at Fowler Park
- Delivery/pick up materials for the 4th of July fireworks and event at Fowler Park
- Clean up parks and green space areas after 4th of July festivities
- Budget preparations

MEETINGS/TRAINING

- Meetings with Blain St Park tennis court re-construction contractors
- Meeting with Wisconsin Lighting Lab on Champion Fields lighting
- Roosevelt Park shelter bid opening for materials at Rm 3 City Hall
- Signage meeting at Community Center
- Rosenow Creek trail construction meetings on site

RECREATION MANAGERS REPORT
July 2020

UPDATES

- Classes continued at the Community Center:
 - Barre – 2 classes per week
 - Baton – 5 classes per week
 - Cardio Pump – 2 classes per week
 - Creative Art – 1 class per week
 - Line Dance – 2 classes per week
 - Pee Wee Dance – 1 class per week
 - Pound Fitness – 1 class per month
 - Preschool – 2 classes per week
 - Strength Training – 1 class per week
 - Tae Kwon Do – 6 classes per week
 - To the Pointe Dance – 5 classes per week
 - Work-It-Out – 3 classes per week
 - Zumba – 2 classes per week
 - Zumba Toning – 1 class per week

- Classes held in the Parks and Schools:
 - Adult Sand Volleyball
 - Adult Tennis
 - Minors Baseball
 - Pee Wee Ball and Tee Ball
 - Soccer
 - Youth Sand Volleyball
 - Youth Tennis

- We continued to promote best practices for COVID 19 procedures to develop the best and safest plan for our staff and customers.

- Summer programming continued with limitations and safety measures in place.

- I continued to meet regularly with waterfront supervisors to discuss beach operations and safety measures.

- July continued to be hot and very busy at the beach. The boat launch closed several times again in July for reaching the net 40 launch limit.

- We began swim lessons at the beach with 137 swimmers and 12 logrollers participating in the July session. Due to Covid 19 and inability to social distance, we decided it was in the best interest of staff and families to cancel the third session of swim lessons

- Buddy's Beach Bungalow held three concerts in July. All went well.

- Pee Wee Baseball and Tee Ball began July 7 with just 7 teams, 11 volunteer coaches and 79 players this summer. This is about half of what we had last summer.

- Moonlit Movies held the second drive-in movie this summer at the High School. We had to postpone one week due to rain. We showed Aladdin and unfortunately attendance was poor.

- We held an outdoor adventures program and a Tree Climbing program. Both were full and were very popular classes this summer.
- Fitness classes continued at the Community Center with enrollment down for the summer II session.
- The Preschool Readiness program concluded. Seven children participated with teacher Mrs. Kerr. Extra safety precautions are in place for both the students and teacher and all went very well.
- Adult Volleyball leagues continued their season at Roosevelt. We have 31 teams over three nights.
- Youth Sand volleyball continued at Roosevelt with 44 youth playing over two nights. The second session began with even higher numbers participating for a total of 64 participating for the second half of summer.
- The summer tennis program continued at Fowler Park and the High School. We have 18 classes running with 141 players which is great for the circumstances. Class sizes were limited for safety of the instructors and players. The second session began with an additional 128 tennis players participating.
- We hosted the 9th annual Tennis Classic Tennis tournament with 34 players ages 12-18 playing in boys and girls divisions at the High School. We added a Girls HS Doubles division this year. All went great.
- I prepared our Fall/Winter Brochure. Registration begins August 12 for Fall and Winter.
- We hosted several smaller events at the Community Center and a couple larger weddings. Rentals remained under 150 people for July. We had several cancellations or date changes at the Covid 19 cases continued to raise.

COMMUNITY CENTER REPORT

July 2020

July at the Community Center continued to heat up with ... the heat but we keep it nice and cool inside! We celebrated more weddings and we also were host to some special events like a few Celebrations of Life which are a wonderful way to celebrate a former Oconomowoc resident's life in a beautiful setting.

JULY RENTALS:

- We celebrated more weddings in July including a wedding July 4! We also had a wedding July 19.
- We also are a great venue for internal events like a Wisconsin Public Power Incorporation training on July 22.
- Bridge Church continued their partnership with us with July services on Sundays. They host a service every Sunday at 10:30 a.m.
- We had two celebration of life events July 11 and 24.
- We also hosted three bridal showers, one baby shower and an engagement party. All went very smooth and offered a safe, comfortable environment for guests.
- We also hosted a fun child's birthday party July 17. The great thing about us finishing the lower level Community Room to use as a rental space is it has allowed events to have an indoor and outdoor connected option on the patio. This has created more guest comfort with the outdoor option during COVID. Many guests who wouldn't normally come feel more comfortable being able to join the party in an outdoor space.
- We also had two other bridal showers and another birthday party upstairs in July. Guests enjoy the upper hall as well because the amount of space allows us to accommodate them to spread out more.

JULY BUILDING USE

- We continue to be the site of the Waukesha County Senior Dining Meal Delivery. They fill the kitchen and upper hall on Thursdays to pack meals for our homebound seniors to carry them with healthy meals throughout the week.
- We have also established a relationship with Versiti Blood Center to host City Blood Drives. They hosted one upstairs July 14 and said they had a record number of donors show up! If you are ever interested in donating, we will have another drive at the Community Center Aug. 25. The need is very high right now.
- The Rotary Club has slowly started hosting meetings in person while also streaming from the Community Center. They meet about every other week here.



City of Oconomowoc, WI

Expense Approval Report

By (None)

Post Dates 7/1/2020 - 7/31/2020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WE ENERGIES	062120 PARKS SHOP	07/01/2020	ACCT 5062-865-486 5/20-6/21/...	100-507-7410-224	27.54
RUEKERT/MIELKE P.E. INC	131965	07/01/2020	PROF SC 3/14-4/10/2020 PARK...	408-507-7410-210	988.00
STERLING MAINZ PLUMBING IN...	135182	07/01/2020	REPAIR LEAKS, ADJUST PIPING L...	100-507-7410-400	549.00
STERLING MAINZ PLUMBING IN...	135228	07/01/2020	PARTS/LABOR FOWLER RESTR...	100-507-7410-400	2,159.75
RUST LOCK INC	20338	07/01/2020	WOMENS BATHROOM LOCKOU...	100-507-7410-400	502.50
RHODEE FLORAL & GREENHOU...	27808	07/01/2020	FLOWERS	100-507-7410-410	1,163.75
RHODEE FLORAL & GREENHOU...	27815	07/01/2020	FLOWERS	100-507-7410-410	33.00
MACORP LLC	35% DEPOSIT	07/01/2020	Painting of Municipal Garage	100-507-7410-400	2,867.55
D.F. TOMASINI INC.	4 PO 12047	07/01/2020	2019 STREETS PROJECTS - NE R...	223-507-7410-820	176,028.47
CLARK DIETZ	428544	07/01/2020	3/28-5/29/2020 ROSENOW CRE...	223-507-7410-210	814.15
BADGER DOCKS LLC	435	07/01/2020	GALV STEEL W/SUNWALK SPUD...	100-507-7340-435	2,213.00
KLEANLINE LLC	44573	07/01/2020	Parks Cleaning 2020	100-507-7410-210	150.00
ALL-WAYS CONTRACTORS INC	45474	07/01/2020	6-4 SCREENED TOPSOIL	100-507-7410-410	225.00
ALL-WAYS CONTRACTORS INC	45610	07/01/2020	6-16 SCREENED TOPSOIL DELIV...	100-507-7610-410	225.00
WE ENERGIES	062220 CC	07/08/2020	ACCT 1413-507-384 5/21-6/22/...	100-507-7210-224	165.67
MARCUS D SUELFLOW	06262020	07/08/2020	GOLF LESSONS 6/22-6/26/2020	100-507-7235-210	640.00
MARCUS D SUELFLOW	06262020	07/08/2020	GOLF LESSONS 6/22-6/26/2020	100-507-7245-210	1,300.00
CHAD D LETON	68725	07/08/2020	GUIDED BOAT TRIPS JUNE	100-507-7340-210	624.00
HECKEL DANCE LLC	0057	07/15/2020	SCOOB CAMP 6/22-26/2020	100-507-7240-210	192.00
ACE HARDWARE OF OCONOM...	063020 PARKS	07/15/2020	ACCT 3240 JUNE PURCHASES DI...	100-507-7410-400	30.36
ACE HARDWARE OF OCONOM...	063020 PARKS	07/15/2020	ACCT 3240 JUNE PURCHASES DI...	100-507-7410-435	6.24
SARA GIESE	070220	07/15/2020	REFUND PEE WEE BALL - REQUE...	100-406-6725-507	30.00
PISKULA'S WELDING & MACHIN...	23093	07/15/2020	7 ALUMINUM DISC PER PRINT - ...	100-507-7410-340	983.92
PISKULA'S WELDING & MACHIN...	23107	07/15/2020	PARKBENCH REPAIR	100-507-7410-435	200.00
EGGERS IMPRINTS	93209	07/15/2020	GUARD SHIRTS 4TH OF JULY	100-507-7340-340	192.00
EGGERS IMPRINTS	93506	07/15/2020	2020 T BALL SHIRTS	100-507-7245-340	815.00
CATHY ZIEGEWEID	070720	07/22/2020	REFUND PARK RENTAL/SALES T...	100-406-6110-507	-10.00
CATHY ZIEGEWEID	070720	07/22/2020	REFUND PARK RENTAL/SALES T...	100-406-6721-507	100.00
NATHANIA FARETTA	070820	07/22/2020	REFUND PARK RENTAL	100-406-6721-507	100.00
JOSH ODDSEN	071320	07/22/2020	REFUND PARK RENTAL/TAX LESS...	100-406-6110-507	-10.00
JOSH ODDSEN	071320	07/22/2020	REFUND PARK RENTAL/TAX LESS...	100-406-6721-507	100.00
ASHBY WEISSENBORN	071320	07/22/2020	REFUND FIELD HOCKEY KIDS SP...	100-406-6725-507	72.00
HILARY DEVRIES	071320	07/22/2020	REFUND BASEBALL-TEE BALL LE...	100-406-6725-507	30.00
EMILY LAABS	071420	07/22/2020	REFUND PARK RENTAL/TAX LESS...	100-406-6110-507	-10.00
EMILY LAABS	071420	07/22/2020	REFUND PARK RENTAL/TAX LESS...	100-406-6721-507	100.00
GAIL GOFF	071520	07/22/2020	REFUND OCC RENTAL & TAX LE...	100-406-6110-507	-50.00
CORNERSTONE CHURCH	071520	07/22/2020	REFUND OCC RENTAL LESS ADM...	100-406-6110-507	-10.00
CORNERSTONE CHURCH	071520	07/22/2020	REFUND OCC RENTAL LESS ADM...	100-406-6720-507	300.00
GAIL GOFF	071520	07/22/2020	REFUND OCC RENTAL & TAX LE...	100-406-6720-507	381.25
MYSTIC FIREWORKS INC	619	07/22/2020	Fireworks	100-507-7520-210	7,000.00
MYSTIC FIREWORKS INC	619	07/22/2020	Fireworks - Add'l Cost	100-507-7520-210	2,000.00
JANNA BARRIE	072020	07/29/2020	REIM SUPPLIES FOR CREATIVE ...	100-507-7240-340	22.52
JAMIE PRESTA	072120	07/29/2020	REFUND OCC RENTAL/TAX LESS...	100-406-6110-507	-10.00
LINDA SIMONS	072120	07/29/2020	REFUND OCC RENTAL/TAX LESS...	100-406-6110-507	-10.00
JAMIE PRESTA	072120	07/29/2020	REFUND OCC RENTAL/TAX LESS...	100-406-6720-507	365.00
LINDA SIMONS	072120	07/29/2020	REFUND OCC RENTAL/TAX LESS...	100-406-6720-507	140.00
CAROLE THULIN	072220	07/29/2020	REFUND PARK RENTAL/SALES T...	100-406-6110-507	-10.00
CAROLE THULIN	072220	07/29/2020	REFUND PARK RENTAL/SALES T...	100-406-6727-507	100.00
TIA GORDON	072320	07/29/2020	REFUND OCC RENTAL/TAX LESS...	100-406-6110-507	-50.00
RUEKERT/MIELKE P.E. INC	132463	07/29/2020	PROF SVC 04/11-06/05/2020 P...	408-507-7410-210	1,917.00
MACORP LLC	3422	07/29/2020	Painting of Municipal Garage	100-507-7410-400	5,325.45
CLARK DIETZ	428710	07/29/2020	05/30-06/26/2020 ROSENOW C...	223-507-7410-210	3,532.38
EGGERS IMPRINTS	94130	07/29/2020	LACROSSE CLUB T-SHIRTS	100-507-7245-340	196.00
Grand Total:					214,737.50