

**VILLAGE OF PLEASANT PRAIRIE
PARK COMMISSION
Village Hall Auditorium, 9915 39th Avenue
Pleasant Prairie, Wisconsin 53158
January 5, 2016
6:00 p.m.**

A regular meeting of the Pleasant Prairie Park Commission was held on Tuesday, January 5, 2016, 6:00 p.m. Present were Michealene Day, Troy Holm, Brock Williamson, Jim Bandura (Alternate #1), Dave Klimisch (Alternate #2), Kris Keckler and Cindy Schwab. William Mills was excused. Also present were Michael Pollocoff, Village Administrator; Tom Shircel, Assistant Village Administrator; John Steinbrink, Jr., Public Works Director; and Ruth Mack-Stoner, Executive Secretary. Four citizens were present.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. MINUTES OF MEETINGS**

Michealene Day:

In your packet you had minutes from November 3, 2015. If there are no corrections or additions I'd like a motion to accept the minutes as written.

Dave Klimisch moved to approve the Park Commission Meeting minutes of the January 5, 2016 meeting presented in their written form: Seconded by Jim Bandura. Motion carried 7-0.

- 4. CITIZEN COMMENTS**

Michealene Day:

I see tonight we have four citizens in the audience. Welcome. If anyone would like to speak this evening there's a couple of items I'd like to address. First, when you do come to the podium we do need you to speak clearly into the mic because it does go into the minutes, and we need your name and your address please. Second, if any of the residents have comments relating to any of the comments of what we're going to be discussing, we would like to bring that up when we are discussing new business. But if it's anything other than what's on the agenda then you would come up during now, the citizen comments. So if anyone would like to make any comments in open citizen comments?

- 5. DIRECTOR OF PUBLIC WORKS REPORT**

John Steinbrink, Jr.:

I have nothing to report this evening, Madam Chair.

6. NEW BUSINESS

- a) Receive and consider citizen input related to 2016 park improvements funded by impact fees.**

John Steinbrink, Jr.:

Madam Chair and members of the Park Commission, as you know at our last several meetings we've been talking about getting some impact fee money. It was approved by the Village Board in the 2016 budget for the parks. And we had sent out some information pieces in our newsletter and on the website asking for some community input on different amenities that they'd like to see in some of the neighborhood parks. And so I guess at this point I'll leave it open to the citizens if you like to see what their input is. And then I did have one email also that I can read into the record when they're done.

Michealene Day:

Terrific. Rafael, would you like to --

Rafael Balli::

Should I come up?

Michealene Day:

Yes, please.

Rafael Balli:

Hi, I'm Rafael Balli, B-A-L-L-I. I'm at 9863 Cooper Road. So I wanted to know -- I was kind of curious about where the impact fees come from. And then also what does a garden -- what were folks thinking? Was it more for like flowers or small shrubs, fruits and vegetables? I was kind of curious about that part of it.

Michealene Day:

Mr. Pollocoff, do you want to explain the impact fees? You're probably a little bit better.

Mike Pollocoff:

And that's a good question. Impact fees relates to an ordinance that the Village adopted probably 15 years ago. And Pleasant Prairie was originally a farming community, and then kind of a rural residential community. It began to develop with more commercial properties and more subdivisions. And the purpose of an impact fee ordinance is to collect a charge from a developer when development occurs in this case so that the existing parks that are in place aren't impacted by having more use than there was improvements to handle them.

And so as part of that impact fee ordinance the Village was required to prepare a needs analysis. And that needs analysis was based on a comprehensive plan for the Village looking where population was going to be growing, where infrastructure was that would allow infrastructure to grow and population

to grow. And then a value was put in that impact fee analysis for every incremental unit that came in. In the case of residential it's a house, or if it's a multifamily it's how many units are in the building. If it's commercial or industrial it's what is the value of the building based on its construction value in that first year. So we've been collecting those over quite a while.

And when we use those park impact fee monies in this case we can't use it to improve or do maintenance on parks. And we can't use it to replace things in parks. But we can use it to add value to the parks, add new amenities. So that impact fee that those people paid goes directly to improve a park facility or even buy more land for parks. So that's where we are. If we don't spend the money within ten years then we have to send it back to the developer that paid it. And that's kind of a rolling average. Every year that goes by we need to spend a certain amount and do it.

Now, the Park Commission has adopted a comprehensive Master Park Plan. And in that park plan which was probably a good year and a half project, we held hearings in a couple places over a period of time. And we took that park plan, and it showed what kind of amenities were going to be put into certain areas as we saw population increasing. So the park improvements that need to be put in by and large have been identified by the Master Park Plan. They can be modified. It's not like a cast in stone document. But it really identifies how the Village foresees development of the area, and then where are we going to obtain money to do those. Some of those are coming from the park impact fee funds; some of them are coming from the general fund budget. If we decide there's something that's going to be of significant value that we want to make as part of the tax roll then we'll do it that way. So that's what the park impact fee is. And as far as what type of gardens do you want to answer that?

John Steinbrink, Jr.:

Sure. The community garden it's really been something that we've had as kind of a demonstration garden at the LakeView RecPlex at Prairie Springs Park on the north side. So we had I believe it's about ten elevated beds. And it's been primarily used for fruits and vegetables. We had a couple of herbs and a couple of flowers. It's pretty much open to whatever the community wishes to have in it. So we're just looking for some input on what the community would like to see and how we can get some community support to operate and manage it.

Michealene Day:

If I may, Cindy Schwab was involved in the first gardening experiments that we had. And I think she's got quite an interest in it, and she may be able to elaborate a little bit more, too.

Cindy Schwab:

Basically it was a group of people that got together, and they as a group decided what they wanted to plant. So really the Village didn't have much say in what was planted. But it was almost all vegetables, annual vegetables that were planted.

Mike Pollocoff:

Definitely it's not something where we're going to direct what gets planted or where. It's really to provide that opportunity for it to occur where the people who want to use it can use it and have it be structured that way.

Brock Williamson:

Wasn't part of it before you had to give the vegetables away?

Cindy Schwab:

Yes.

Brock Williamson:

So we're talking about maybe changing that.

Cindy Schwab:

Yeah. And so now I think there would probably be a lot more interest if people could actually grow it and take the vegetables themselves. I think that would probably be decided in the group of people within the parks who are willing to do it and what they want to do with the fruits and vegetables. I would imagine most people would want to keep them for themselves and use them.

John Steinbrink, Jr.:

It's been around three years that we've had the community garden going over there. The one thing that I think is really missing out of this component is that community support. Getting someone to truly take ownership of the community garden program and take it over. We did have some UW-Extension and some people from some other master gardeners that kind of headed it up to kind of spearhead to get it going. But then once they get it going they kind of want to move on and spearhead and start something else. And no one has really taken the bull by the horns and kind of adopted that per se. So we're definitely looking to make this community garden successful to get a group of people that are willing to kind of spearhead and take ownership of the program and not just be a Village program.

Michealene Day:

Correct. Did you have any more questions on that Rafael? Did we answer your questions?

Rafael Balli:

You did.

Michealene Day:

Great.

Jeremy Baumann:

Jeremy Baumann, 9943 53rd Court in Village Green Heights. So my question is -- I have a lot of questions. But on that so are you looking to build that first and then have somebody take ownership?

Or is the idea to go find somebody to start spearheading that before you even spend the funds to build it? Which comes first?

John Steinbrink, Jr.:

I think that we could work with someone to get it going. And really just to have a community garden all it really takes is just a tilled piece of land. It doesn't have to be raised beds. It doesn't have to be fenced in. It doesn't have to be any of those things. You could start off small and then grow it from there. It's just kind of seeing what kind of interest that we have in different community parks to actually have a community garden. And then we can take it from there to see what steps of capital improvements that happen within those parks.

Jeremy Baumann:

So before the Village is going to go spend park money on this or whatever's in the budget you're going to find people that want it in their parks before you're going to start doing it.

John Steinbrink, Jr.:

Correct. So whichever kind of community -- we kind of broke it up into some boundaries that are showing up on the screen. So kind of broken up geographically within 13 different districts. And then each one of those districts has a couple of parklands, whether it's active or passive parks. And then just kind of figuring out where there's interest. Because it doesn't make sense to spend any resources when everyone in section 9, just using that as an example, really has no interest in a community garden. And then it's just kind of funds wasted. And so whether the funds are used for a community garden or basketball courts or tennis courts or playground equipment is really something that we're hoping to get some input from the community this evening.

Jeremy Baumann:

That was going to be kind of another question was what's determining the factor of when you decide what the funds are going to be for. So if tonight you don't hear any interest about these gardens is it then, okay, let's move the focus to other things, tennis courts, basketball courts, things like that?

John Steinbrink, Jr.:

Right now as part of the Parks and Open Space Plan that we've done, we've probably been doing it about 10, 12 years now, we do have a plan for each of the parks and what capital improvements are to be made. And the staff did put a recommendation together for the Board and for the Park Commission. And so in the Village Green area, we are looking potentially of putting together some basketball courts in that area with lights. I believe it's four basketball courts, some lights, and then some sort of a parking area for there. I mean that's just kind of the staff recommendation based on the Park and Open Space Plan.

Jeremy Baumann:

But was that tennis courts? I thought I read the --

John Steinbrink, Jr.:

There were tennis courts at one point. And at some of the prior meetings there's actually some other parks where we're looking at making some improvements. So one of the Park Commissioner's comments were does it make sense really to have a bunch of tennis courts and no basketball courts? Where if we put tennis courts in one park, some basketball courts in another park, and then the residents can kind of choose where they'd like to go to play tennis or play basketball. And so far we've been getting the most interest of tennis at Pleasant Prairie Park. And I've been getting the most comments from residents that basketball at the Village Green Park.

Jeremy Baumann:

Okay. I'll go on record to say my recommendation would be tennis courts at least in the Village Green neighborhood and Devonshire and everything else there's a lot of individual basketball courts. So most families have basketball hoops in their yards or in their driveways. Which I understand basketball courts is something different where you have full games and stuff like that. But I don't see any tennis courts around that area at all or anywhere near us.

John Steinbrink, Jr.:

Yeah, we do not have any outdoor tennis courts within Pleasant Prairie at this time. And so the first ones to be proposed would be a part of using this impact fee money at whichever park as determined by the park and open space plan.

Jeremy Baumann:

So I'd go on record as recommending tennis courts for Village Green Park. And then I guess the second part of that is just because you choose one or the other now, does that lock you in that the other one would not go into that park? I've seen the overall Village Green Park Plan which has everything. So is it just a matter of a step-wise approach --

John Steinbrink, Jr.:

Right. It's as we have the capital. It's as we have the funds available. And so there's still more development to happen. So that Village Green is within the impact fee boundary number 7. There's still a lot of development to happen. And so once we collect more impact fees maybe down the road in five or ten years then we can make an additional improvement based on our Park and Open Space Plan. So even if we decide to go with tennis courts now, maybe in ten years we go basketball courts or soccer courts or improve the softball field. So it's just kind of based on the needs. So we'll have more meetings like this down the road and ask for input from the residents on how to spend the money.

Jeremy Baumann:

And then this is kind of switching gears so maybe I should have started with this first. So impact fees what portion or how do you figure out what portion is due up every ten years? Because you said it was somewhat rolling, right? So how is that determined or how does the community know or I guess the Board what's coming up in future years so you can stay ahead of how much you're going to have to

spend or give it back? Because ultimately I think as a Village we want to spend that, we don't want to give it back, right?

John Steinbrink, Jr.:

Absolutely. And we always wait until we have enough money in the pot where we can make a sizeable contribution to a park. If we just have a couple thousand dollars that's not going to expire we'll probably just wait. But keep in mind a lot of it is driven by development. So from 2008 until now we really haven't been collecting that much. But prior to then we were collecting it on a pretty regular basis as Village Green and Devonshire were developing. And that's why they have such a lion's share of the money. And then depending on where development happens in the Village within the next five to ten years will really determine where that impact fee money is collected and ultimately where it's spent.

Jeremy Baumann:

Okay. And then so you had discussed about having a large portion of that money early on. So then how does the Village handle that money? Does it just sit? Does it go --

John Steinbrink, Jr.:

It's kept in a separate fund. Mike do you want to --

Mike Pollocoff:

It's in a segregated fund. Can't use it for anything else. It's in an interest bearing fund. But keep in mind we're a municipal government that we don't do high risk investments. We don't do medium risk investments. We barely do low risk investments. So if we can get close to one percent we're doing pretty good. So we're not earning --

Michealene Day:

Paying the bank to keep your money.

Mike Pollocoff:

We're not making a lot of money off interest, but it is separated.

[Inaudible]

Mike Pollocoff:

No, we're not losing it. But it's in a segregated fund, but it's in a capital improvement fund, so it doesn't retire every year. It just goes on. It's not like the general fund budget where you get one year and then you go to next year and have to do a whole new budget. That just goes on. And so the Village Board, after the Park Commission has looked at it [inaudible] the budget, and the Park Commission will make a recommendation. Let's get these things lined up to go, and the Board will approve it.

But the guidance from the Commission is we want to get that money allocated so that from a legal standpoint we're going to encumber those funds to do certain things. We open up the project to say let's get citizen comments to make sure that if the public is just crazy about not having something there or they really want something else we've got six months to go through that process and let them know about it. That's why we send the newsletters out to every household to get as much feedback as we can. And we do get feedback in different ways. I meet with some neighborhood associations throughout the year, and I use that opportunity to get feedback from them. And some people just call us and say what they think. Honestly we really don't get as much feedback as we'd like to get.

Jeremy Baumann:

And then what's, and maybe this was already out there I just don't know, but what's the time frame for when you're trying to determine? So I know there's recommendations, and then you'd like to get moving I assume so that you can get this in and use it next year for the budget. Is there a time frame that you're looking to have it locked down of what you're going to do?

John Steinbrink, Jr.:

Yeah, the funds already have been approved by the Village Board. And so I would like to get an order in my March sometime. And keep in mind whichever direction that we go just to get the most competitive price I like to roll the construction of it within our paving program which is actually bid out in probably under a month. So if we can get some direction I'm able to bid in like a small \$60,000 project in within a \$2 million project to hopefully bring that price down a little bit so we can get a little bit more for our money just based on the sheer volume of the project. So as soon as we can probably make a decision on it we're really looking to start to have it a summer construction and have it completed by fall this year.

Jeremy Baumann:

And then when you're talking about basketball courts versus tennis courts, I've seen parks that have basically both incorporated within one where you have basketball hoops on the outside of the tennis courts or things like that. Or looked at a tennis court and a basketball court versus like two or three and what the trade offs are for that kind of stuff?

John Steinbrink, Jr.:

The price for two tennis courts and four basketball courts with the fencing and the lighting are very similar. We have not looked at incorporating them within the same court which may not be a bad idea. And as far as having both a tennis court and a basketball court the Park Commission thought that it would make more sense to kind of put a group of them in one area. So if someone is playing tennis and there's only one court they don't have to travel somewhere else. Where if you have multiple courts in one location there's a better chance that you can either pick up a tennis match. Or if there's multiple basketball courts and you want to have a pickup game there's a better change of once you drive there you don't have to go from park to park for a single court of being able to use that recreation.

Jeremy Baumann:

And are there any indoor tennis courts around? RecPlex they don't transition any of their indoor, do they?

John Steinbrink, Jr.:

The RecPlex does have the availability of tennis courts.

Mike Pollocoff:

Four courts.

John Steinbrink, Jr.:

Yeah, it's four courts that they have out there.

Mike Pollocoff:

But it's a rubber gym floor so it's a fast court.

Jeremy Baumann:

You have to change the gym to make it a tennis court.

Mike Pollocoff:

But it's lined for it. It's marked.

Jeremy Baumann:

That's all I have. Thank you.

Rafael Balli:

I like the tennis court idea, too. The ownership of the garden I'd like to talk to someone about that and see where the current ones are, how big they are. I've never done anything like that before, but if it takes someone to send emails or try to volunteer people I'd like to explore that.

John Steinbrink, Jr.:

If you'd like after the meeting I can get you contact information. I can set you up, and I can actually show you where our ones currently are. Then we can work together on that, absolutely.

Mike Pollocoff:

The Village would own the garden, per se, the land. And that gives everybody involved in it

recreational immunity. So the people that garden in there or work in it don't have any exposure from liabilities to any accidents that would happen out there under the Village's immunity from recreation. People can sue us but they won't win if there's something that happens there. We don't turn over ownership of it. We just say here it is. It's still our land. If you're the entity that wants to operate it -

Rafael Balli:

I don't want to own a garden. I just want people to be able to come out and help and try to keep it active and growing and stuff.

Michealene Day:

That would be terrific. Thank you, Rafael.

Doug Stacey:

Good evening. My name is Doug Stacey. I'm at 10508 Wilmot Road. I'm here primarily because I read I think in the November newsletter that you were looking at doing community gardens. I thought I'd come and hear what was happening, although it sounds like you're pretty early in the process. So I'll just say I live right by Pleasant Prairie Park, it's right behind my house. I like to garden. Giving back food to the community, whether it be Shalom Center or whatever seems like a good way to give back to the community. So I'd be interested in putting some effort into that. I didn't plan on being the sole person at Pleasant Prairie Park doing this whole thing. But I'll throw my name out there and say if there's an opportunity. I don't know if you're just going to do it at LakeView or if you're considering other parks.

John Steinbrink, Jr.:

It would be available for any park in Pleasant Prairie.

Doug Stacey:

Okay, so I guess that's about all I have.

Michealene Day:

Doug, do you know where the gardens are right now in LakeView Park?

Doug Stacey:

I didn't know there were any. I missed out on the current ones.

Michealene Day:

When you go along the lakeside over -

Doug Stacey:

Oh, wait a minute, is it to the north of the beach area/

John Steinbrink, Jr.:

Yeah, we have an image up on the screen. Those are the ball diamonds on the north side on Prairie Springs Park. You can kind of see Lake Andrea on the bottom right hand corner.

Doug Stacey:

That red box?

John Steinbrink, Jr.:

Correct. It's very close to where the new archery range is.

Doug Stacey:

Okay, so I have seen this. I guess I didn't know -- I came with a lot of maybe questions more of how do you get water back there? Are there tools? Is there a budget? Who grades the land? I don't want to be out there with a hoe trying to -- so I'm assuming you'll give support for the activity.

John Steinbrink, Jr.:

Yeah, there are about a dozen raised beds. We do have water run under there. And one of the local high schools built a small storage shed, like a 6 by 6, and so we have some tools that are kept within that shed. And so we have some tools. We have the beds. So you're not really tilling up raw land. It's soil mixed with compost, and we do have a water source over there.

Doug Stacey:

But is Pleasant Park an option, or would I be talking about --

John Steinbrink, Jr.:

Pleasant Prairie Park could definitely be an option, absolutely. We'd just need enough support within all the community to actually do it.

Doug Stacey:

It sounds like Rafael is going to scare up all the support.

John Steinbrink, Jr.:

That would be great.

Doug Stacey:

With his email campaign. But I just wanted to throw my name out there. I thought it would be a good way to give back. And I'm right next to the park. I could be there taking care of it whenever.

John Steinbrink, Jr.:

Excellent, thank you.

Michealene Day:

Thank you, Doug. Anyone else like to speak? All right. As a person comment it's been a pleasure having the three of you come up and speak your mind. It's always interesting to hear what people are thinking. We try really hard to come up with good plans and ideas. And sometimes when somebody comes up and says, oh, we really like that it's a real eye opener so that we can realize, oh, well maybe this is another option. So we encourage the residents to please come and come often. And we enjoy meeting you and listening to your comments and your ideas. So I hope tonight is not the only night you guys come. I hope you will visit often. Is there any other comments under new business?

John Steinbrink, Jr.:

Madam Chair I did have one from a Ms. Pauline Hammerbeck. It was send via email. And I'll just read it verbatim as the email was sent off. Again, it's from Ms. Pauline Hammerbeck. There's not an address on here, but I do believe she lives around Springbrook Road and Old Green Bay Road, general area in the Village.

"Hello, I won't be able to attend the January Park Commission meeting, but I wanted to share some thoughts. While I have no personal need for a community garden (I have space for a garden in my yard), I think they are GREAT and would love to see a few trials in PP. I would also like to see a few more physical shelters that would facilitate events in inclement weather (access to electricity here would be great). It would also be smart to think about landscaping that offers a bit more diversity and provides feed for wildlife. I think we should be thoughtful about lighting as well; if there's new lighting required, we should consider lighting that is directed downward vs. up in the sky, which blocks the night sky, disrupts circadian rhythms in some animals and, overall, creates light pollution in our communities. Thanks, Pauline Hammerbeck."

Michealene Day:

Terrific, thank you.

John Steinbrink, Jr.:

And then I do believe that Mr. Holm is on the Village Green HOA. And I know that there's been some discussion out there.

Troy Holm:

Not anymore.

Michealene Day:

Oh, not anymore?

Troy Holm:

I just retired.

Mike Pollocoff:

You know more than we do, though?

Michealene Day:

Do you have any updates or anything you'd want to share from that?

Troy Holm:

No, I don't.

Michealene Day:

Okay. Didn't mean to put you on the spot there, Troy.

Troy Holm:

Actually the only thing we did talk about is we paid for one of the -- we were required -- not required, but we were asked to pay for one of the benches because we put in two. And I think that's the only thing that came up.

Michealene Day:

All right. As we have no other citizens which would like to speak, we'll move to -- oh, I'm sorry.

Matthew Miller:

My name is Matthew Miller. I live at 7909 105th Avenue. I'd like to know if the vegetable gardens are organic at the moment?

John Steinbrink, Jr.:

Yes, they are.

Matthew Miller:

They are, okay. That's all I'd like to know right now.

Michealene Day:

Great, thank you. You going to be able to help us out with that?

Matthew Miller:

Maybe.

Michealene Day:

Great, I hope so. Thank you.

7. PARK COMMISSION COMMENTS

Michealene Day:

Hearing none, again, I'd like to thank everyone for coming out and giving us your input and your ideas. And if I don't have any other comments or anything else before the Board I'd like a motion to adjourn.

8. ADJOURNMENT

Troy Holm moved to adjourn the meeting: Seconded by Dave Klimisch. Motion carried 7-0.