

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

A regular meeting of the Pleasant Prairie Park Commission was held on Tuesday, July 5, 2016, 6:00 p.m. Present were Michealene Day, Kris Keckler, Dan Klemack, Brock Williamson, Dave Klimisch, Jim Bandura (Alternate #1) and William Mills. Cindy Schwab 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. No citizens were present.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. MINUTES OF MEETINGS - JUNE 7, 2016**

Michealene Day:

In your packet there were minutes of the meeting of June 7, 2016. If I don't hear any additions or corrections may I have a motion to accept the minutes as presented?

Brock Williamson moved to approve the Park Commission Meeting minutes of the June 7, 2016 meeting presented in their written form: Seconded by Kris Keckler. Motion carried 7-0.

- 4. CITIZEN COMMENTS**
- 5. DIRECTOR OF PUBLIC WORKS REPORT**

John Steinbrink, Jr.:

Madam Chair and members of the Commission, a couple of weeks ago Prairie Springs Park and RecPlex was host to the Pleasant Prairie Triathlon. It was a very successful event. Had over 1,000 participants. Had a little bit of hindrance in the beginning with a bad rain event. Had a small delay of two hours. But the event ended up going off, and it really is a great event to have for the community. And anyone that helped out and volunteered for the event we would definitely like to thank you. That's all I have to report.

Michealene Day:

Okay, thank you.

6. NEW BUSINESS

a) **Receive and Approve Recommendation to the Village Board Regarding Award of Contract for the 39th Avenue Retention Basin Utilization Plan.**

John Steinbrink, Jr.:

Again, Madam Chair and members of the Commission, on May 3, 2016 the Village Park Commission met to discuss and approve the design and timetable for Village Green Center Parks to develop an RFP. This project was renamed 39th Avenue Retention Utilization Basin when it was bid out. On May 24th it was distributed to a list of about a dozen interested design firms. And then we did receive two bids on June 9th.

The first one was for Ayres Associates in the amount of \$78,078. And the second was Smith Group JJR for \$144,000 even. We did have an evaluation committee comprised of myself, Tom Shircel, the Assistant Village Administrator, Matt Fineour the Village Engineer and Brian Smith the Director of Recreation. We met a couple times to go over the different proposals.

Ayres Associates is headed up by Blake Theisen, and for those of you that were here a couple years ago Blake has done our Park and Open Space Plan the last two iterations of it when he was with SSA. Well, SSA went out of business, but Blake ended up landing and Ayres Associates. So JJR did the original concept plan with the developer. And so I really wasn't surprised that those two had come and worked with it.

During our evaluation project process we really looked to make sure that everything was compared apples to apples even though it was almost 100 percent difference with their. We met with Ayres Associates, Blake Theisen, just to verify that he had a good handle on everything that had to be done as far as the civil package, the design, his experience doing splash pads and other stuff like that. And he put together a pretty impressive resume. And so he also did all of the parks for the City of Kenosha. We have a lot of experience with him. I'm very confident and very happy with the committee's recommendation to go with Ayres Associates for the amount of \$78,078 and to bring the Park Commission recommendation if you choose to do that to the Village Board and the next meeting and then proceed forward.

Michealene Day:

I notice this proposal is broken out pretty well, and the total different phases that he was going to be quoting on. And it looks like they have a sufficient amount of personnel working on it. Do we have a time table for them to be complete with the project to get to us?

John Steinbrink, Jr.:

Yeah, they looking to have it done by late winter of 2017. It probably won't go to the Village board until the third Monday in July, and by the time we get contracts executed starting in August, do some open houses with the public, do a couple of drafts back and forth and have everything done. He's been very responsive to work with in the past. So I'm confident that he'll keep everything moving very quickly.

Michealene Day:

And then I see there are several review meeting times.

John Steinbrink, Jr.:

Correct.

Michealene Day:

And that's going to be with just the Village staff.

John Steinbrink, Jr.:

Correct that will be just with staff. And then we will bring a draft proposal to the Park Commission as soon as it's complete.

Michealene Day:

Great. Anyone else have any questions for John?

Jim Bandura:

Just a quick one. Is the DNR going to be involved with this?

John Steinbrink, Jr.:

No, not at this time. One of the things that we asked him to do is put together a list of permits and get them filled out and kind of close. But we're not looking at actually working with the DNR at this time. There are no wetlands in the areas or anything like that so we're not predicting much of an issue with the DNR. But any permits will be identified and filled out.

Jim Bandura:

Great, so there's a line item in here regarding storm water management permit.

John Steinbrink, Jr.:

Right, that's correct. So the storm water management is actually comprehensively looking at the amount of water that's going to go within the storm water basins and just making sure that the calculations are correct, making sure that they properly size the basin, make sure that the inlet and outlet are spaced far enough apart to meet all the MS4 requirements that we have.

Jim Bandura:

Good.

Kris Keckler:

I just had a question, and if you want to advance to maybe slide 10, but the one that's the closer shot of the western storm water pond with the pavilion, that one right there. What's the expected difference between that plaza space and where [inaudible].

John Steinbrink, Jr.:

This is all very conceptual right now. This is something that JJR had put together a number of years ago. So during the process this will get fine tuned. And if something has to change or tweaked based on the existing grades and elevations, one of the things that has to be done is that a site survey has to happen. And that we need to get enough of the civil package together to kind of identify the elevations of the curbs and the roads to make sure that the grading is going to balance, to make sure that the whole site lays out. And that's where our Village Engineer Matt Fineour really was a huge asset to have on this team because he really asked all those tough questions, and Blake did a great job answering them. So this is all very conceptual at this time. But by the time we're finished we'll have a little bit better idea of the elevations once the survey is. And once we get the survey then we can start designing everything else.

Kris Keckler:

It looks really nice and I appreciate that. As far as the storm water ponds is there going to be an aeration or water feature?

John Steinbrink, Jr.:

Yeah, we're going to have a fountain in both of them. We're going to make sure that they look really nice because it really is going to be a centerpiece of the downtown area, the Village Green area.

Kris Keckler:

Thanks.

Brock Williamson:

Are they thinking about doing that amphitheater like they have on there?

John Steinbrink, Jr.:

It's all very conceptual at this time. And depending on what the needs are, it really depends on what the residents want and what the Park Commission recommends to the Village Board whether we end up with an amphitheater or something else. It's really hard to tell what's going to happen.

Mike Pollocoff:

Ideally it would be good to have the decision made whichever way we go, an amphitheater or some other amenity because that will proceed the development of the housing there. So we want people

when they buy a unit there they have some knowledge if it's going to an amphitheater. I mean it's not going to be a Ravinia.

Brock Williamson:

I know a lot of other parks that do [inaudible].

Mike Pollocoff:

Right. And that's something from a marketing standpoint, from a commercial development it would be an asset to have something like that there to draw people into the area. But we really need to see if it's doable once the engineering is done. And then we do want to come up with whatever the community feels like once we run this thing through, whatever that improvement is going to be to have it in place so before those units start building up around there they know what -- we can say thing is what you're going to be buying so no surprised.

Jim Bandura:

Then prior to that I mean I'm all in favor of the amphitheater. Wouldn't you have to have some layouts of the road profiles? Okay.

Mike Pollocoff:

We have just part of the downtown plan we do have some engineering done on it. But I really want to have our engineer kind of fly speck that thing and make sure it's right, and if not get it to where we're comfortable so that it's based in reality and not a conceptual. But that will drive the whole thing because there's a lot of relief on this parcel.

Brock Williamson:

Another big feature Lindenhurst Park District has been doing is they just opened a little children's water park and that's been a big hit.

Mike Pollocoff:

We talked about doing that on the other park, the splash pad.

Brock Williamson:

[Inaudible] with that being a real tight community there they've created little things. I know our seasons are very short, but still for the summers it's a big draw for kids and their families to come out play especially when kids aren't in school.

Dave Klimisch:

So with this being a conceptual master plan what needs to happen -- how will we figure out the details of what these storm water ponds will look like?

John Steinbrink, Jr.:

Well, once they complete the survey and then they figure out the size of the ponds that they need to be, Ayres will come down and put together a concept of the shape and the volume and the size and the functionality of the pond. And then we'll have an opportunity tweak it. And I'm sure that there's some variation as long as it meets the regulations of our storm water permit.

Jim Bandura:

John, when that happens Ayres will be in front of us?

John Steinbrink, Jr.:

Sure, absolutely, kind of the same way that they were -- that Blake was as part of the Park and Open Space Plan. So they will come and do a presentation. There will be some boards. And keep in mind before this the public will have seen everything, too. So they're going to come down and have an open house, have these concept plans. We'll probably meet for a couple hours, what would you like to see? Ayres brings it back. They put together their best fit plan. If it looks good for staff -- we'll probably make a couple changes, send it back. Then it will go to the Park Commission and then you guys will have a crack at it, any changes you'll want to see. It will probably go back again, and then hopefully we have something final after that. And that will probably be mid to late fall by the time all that progression happens.

Michealene Day:

Any other questions?

Dan Klemack:

I'm just curious the two bids that were received, the JJR was almost double. Was there something in there that was [inaudible].

John Steinbrink, Jr.:

Yeah, JJR probably thought that they had a better lock on it because if they had done the conceptual plan. But I guess our thought was that if you have this much legwork into it you'd think you would put in a more competitive bid. And the bidding process is what it is. A lot of times a company if they're really busy they'll shoot a number out, and if you want to pay it great. We're very happy that Ayres put the bid in where they did. We did meet specifically with them and the design team just to make sure that all the key points that I talked about earlier were covered. And we are very confident that Ayres will provide a good product at the end of the day.

Brock Williamson:

And that's okay because you guys have a history with them.

John Steinbrink, Jr.:

Correct.

Brock Williamson:

JJR has a worldwide reputation [inaudible].

John Steinbrink, Jr.:

And JJR is a good firm.

Brock Williamson:

They are, they're [inaudible].

John Steinbrink, Jr.:

Nothing bad about it. But Ayres Associates came in a little bit more aggressive on this bid so we're excited to have them.

Michealene Day:

And I do like it's got a not to exceed price as well.

John Steinbrink, Jr.:

Correct.

Michealene Day:

So we're covered there, too.

John Steinbrink, Jr.:

Yeah, we spent a lot of time going over the scope and line by line and everything that has to be done.

Michealene Day:

So it wasn't like low balling and then expecting them to come in with extras.

John Steinbrink, Jr.:

Yeah, for the price that they submitted you're correct.

William Mills:

And you do have a history with Ayres or just the engineer?

John Steinbrink, Jr.:

We've used Ayres for other civil engineering packages. And so we do know that at least from the civil side -- they're really known for their transportation on the civil engineering side so that's kind of a good fit for the roads and some of the layouts for getting some input there. They have a strong survey team. And then everything that Blake brings to the table as far as his concept and design it's kind of open mindedness to take a concept from the public and bring it to print to make sure that it's what the community wants. He's been very successful in the past with us doing that.

Brock Williamson:

Something else that really jumps out with this whole master plan is Criterium bicycle racing. You have three roundabouts, and that would be a perfect circuit for Criterium. You might think about the way down the road as this all gets developed that would be a great attraction at Village Green. If you have one come through town [inaudible] because they just do multiple loops.

Mike Pollocoff:

Yes.

John Steinbrink, Jr.:

Yeah, I'm sure it's really going to open up a lot of opportunity when it's complete.

Michealene Day:

Any other questions? Can I entertain a motion then to go with the staff's recommendation of using Ayres Associates?

Dave Klimisch moved to approve recommendation to the Village Board regarding award of contract for the 39th Avenue Retention Basin Utilization Plan: Seconded by Jim Bandura. Motion carried 7-0.

7. PARK COMMISSION COMMENTS

Michealene Day:

Any comments?

8. ADJOURNMENT

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