

**VILLAGE OF PLEASANT PRAIRIE
PARK COMMISSION
Village Hall, Auditorium
9915 39th Avenue
Pleasant Prairie, Wisconsin 53158
February 1, 2005
6:00 p.m.**

A regular meeting of the Pleasant Prairie Park Commission was held on Tuesday, February 1, 2005, at 6:00 p.m. Present were Glenn Christiansen, Rita Christiansen, Bill O'Toole, Greg Scheppler, Mike Serpe and Dino Laurenzi. Michaeline Day was excused. Also present were Mike Pollocoff, Village Administrator, John Steinbrink, Jr., Katie Zeeck and Judith Baternik, Clerical Secretary.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. MINUTES - JANUARY 4, 2005**

William O'Toole:

Make a motion to approve.

Mike Serpe:

Second.

Rita Christiansen:

Motion made and seconded. All in favor?

Voices:

Aye.

Rita Christiansen:

Opposed? Motion carries.

- 4. CITIZEN COMMENTS**
- 5. NEW BUSINESS**
 - a. Request For Proposals of a Master Park Plan (M. Pollocoff)**

Mike Pollocoff:

Thank you. I have included on your desk, and I'm sorry we couldn't get it to you earlier,

but this is an RFP that we would be sending out under a cover letter essentially to consulting firms in Wisconsin to begin the process of starting the master park plan. In the work plan we've given them for deliverables a description of some of the elements we want, the analysis we want prepared, the specific parks we talked about at our last meeting that we wanted addressed. Not to the exclusion of anything else, but we did want some specific plans on those. And just a thumbnail traffic, parking, drainage, utilities, buffering, landscaping, the other things that they should include in the park plan as they're preparing it, as well as the written site or drawn site plans that we also want to have included in this.

As far as the process, we'd send this out, look to have everything back by the first of March, and then we'd take the consultants that responded back and then have them back for our first meeting in March, and have the Commission interview the consultants with their proposals in hand, and we can come up with the ones we think are going to do the best job for us. We'd like to have, and we'll find this out when we get the responses back, but ideally from a budgetary standpoint it would be nice to have, even a draft proposal, done by September or October 1st of this year so that we could plan for implementation of whatever level we're going to spend in the budget for 2006.

One of the concepts I didn't put in here but I wanted to visit with you about was taking the draft written work that's completed by the consultant by the time we get to Prairie Family Days and set up a space inside RecPlex or IcePlex or wherever we do it out there and have the consultants there along with staff, just like we do at a Plan Commission where we have an open house to get feedback from residents on the neighborhood plan, do the same thing at that point and use that as a citizen participation component to get some feedback on the master park plan. Get those results internalized back into the plan report and then bring it back for the Park Commission to consider in September, Plan Commission in September, and then the Board finally in October. It may be a little too aggressive time frame, but there's a significant amount of work that's already been done. What we're looking to do is have somebody organize it, do the conceptual site work and drawings for us and come up with a budget for us to plan this out.

Rita Christiansen:

Any comments from the Board?

William O'Toole:

Mike, I think that would be a good idea to do something like that at Prairie Family Days, and it probably would also be a good idea for this committee to have some sort of a public meeting as well to invite comment just on this, much like you do with neighborhood plans, etc. And also perhaps, if the website would permit, to put something on the website and let people e-mail responses back as well. I just think the more avenues that we're able to utilize to get the word out the better it's going to be.

Mike Pollocoff:

I think by the time we get to that point in the process the website should be interactive enough that we can get the maps up there and then get feedback. So at our next Park

Commission meeting you may want to plan for a little bit longer stay. If we have a lot of responses we'll try to cull them down to maybe the five most responsive, but if it's really good I guess we'll do one night and look at scheduling a second night.

Rita Christiansen:

Any other comments from the Board? For the record I'd like it noted that Dino is with us.

b. Discuss Farmer's Market at Lake Andrea (M. Pollocoff)

Mike Pollocoff:

I'll get this started, but this is something that Katie Zeeck has been working on and John Steinbrink would be involved with. We've had some discussion with the RecPlex group about some requests that we've had over time about farmers or people that wanted to sell goods at a farmer market wanting to have someplace in Pleasant Prairie to go. And the lake setting along Lake Terwall would be really nice in the summer to have one of those and we thought it would be nice. If you think about Saturday mornings in Prairie Springs there's youth soccer going on and there could be some ball games going on on the other fields and whatever is happening at RecPlex. So they began the process to identify what it would take to do that. They took the ball and ran with it. Katie is you want to describe what you have here. What we're looking for is, one, if the Commission thinks it's a good idea and the process that we choose to get it implemented.

Katie Zeeck:

What this is is a proposal for the farmer's market. I'm Katie Zeeck, Special Events Coordinator for the Village. This is a proposal for the farmer's market to be held in the ball field pavilions at Lake Andrea. It has different information, but really what we want is to create an advisory board that would create the farmer's market. So this is the proposal for the approval of an advisory board.

Rita Christiansen:

Does the Board need a few minutes to review this?

Mike Pollocoff:

Do you want Katie to go through the outline with you of how it works?

Rita Christiansen:

Please, if you would.

Katie Zeeck:

Just moving to the second page, the name of the market would be the Pleasant Prairie Farmer's Market, and it would be located at the ball field pavilion in the parking lot.

There's two proposed days. In our research we found that one day is best and not more than one day. So it would either be Friday afternoons from 3 to 6 or Saturday mornings from 8 to 11, and it would go between 12 and 14 weeks during the summer months. The vendor fee there's an example on the attached page that I got from the Harbor Marketplace of Kenosha what their vendor fees just as an example. And the vendors would pay the fee to us but would run their booth as their own business. We would not collect any profit from what they make. The goal of the farmer's market is not to make money. We would just be a self-sufficient program for visitors and residents and members to use.

This is the marketing campaign. A public notice to notify potential vendors, press releases for the public, internal RecPlex and IcePlex marketing, flyer and poster distribution to the Corporate Park and surrounding businesses. We looked at the public safety considerations of the area. We have a flat surface there so it's easily accessible. It would be closed off to motor vehicles. There are also restrooms and shelter there in case it's very warm or windy or rainy. And this should not have a huge impact on parking at the RecPlex.

Dino Laurenzi:

Katie, how many vendors in terms of an event like this are you looking to bring in?

Katie Zeeck:

To start out we'd like to have between six and ten.

Rita Christiansen:

And are you going to limit it strictly to vegetables, or are you going to allow crafts? Harbor Marketplace has music and crafters and a multitude of different things.

Katie Zeeck:

Yes, they do. I believe when we first talked about it it would just be produce and flowers, plants, but it could expand. That was just our beginning idea. The advisory board could make a suggestion on what they wanted to do.

Mike Serpe:

I think the setting would be outstanding. The only thing I question is you're in competition with the farmer's markets going on in the City if Saturday morning is chosen. Columbus Park has been having a farmer's market ever since I can remember. I'm 60 years old and it's been there ever since I can remember. As congested as that area is, it still draws an enormous amount of people. I don't know why. It's just that everybody goes to Columbus Park on Saturday mornings to the farmer's market, especially in the fall of the year they get fresh things out of the farmers' gardens. If Saturday is chosen from 8 to 11 then you're in direct competition with Columbus Park. I'm sure there's enough people around to support both venues. I would question Friday afternoon from 3 to 6. I don't know how popular that would be. People if they're going

to go to the farmer's market they want to do the early morning shopping, and I don't want to say the older people are the ones that support that but usually that's the case. You don't get too many 20 or 25 or 30 year olds going to the farmer's market to get some kohlrabi and all that other stuff. It's the older people. They're the early risers and those are the ones you have to target.

I just wonder if it would be worthwhile of getting a list of vendors from the City if we could to find out if any of those vendors would be interested in possibly setting up a second booth in Lake Andrea and see if they would be viable, or say they'd rather not be in competition with one another and that type of thing. I'm just throwing this out for thought. I know some people have approached me in the past and I think that would be a great idea if Pleasant Prairie had something like the City had with the farmer's market, and I think it is also, but at the same time I want to see it be successful enough to where it would be worth having.

William O'Toole:

Have you given any thought to attempting to do one farmer's market in the summer that's kind of a one time special event and see what kind of a response it would get? Perhaps it's in conjunction with, and I don't know if we'd want to do it in conjunction with Prairie Family Days, but maybe some other activity that we know is going to bring a lot of people into the park. That might be a good time to try and have a special farmer's market rather than set up at the outset a series of these running all summer long. I'm just wondering if we should kind of test the waters that way and see if it resonates.

The thing that concerns me a little bit about having it in the park is there's not a lot of residential right by the park and, yes, I do think people come to drop their kids off to play sports and stuff, but generally they stay around and watch the games with the kids. I don't know that they're going to leave and go do their produce shopping. They might. But the harbor place with the new condos down there, there's almost a built in group of people who live there who just walk over. Columbus Park as Mike pointed out has been there forever. And there's also some kind of rotating ones in the City, aren't there? I used to live near Lincoln Park and I know there was one there occasionally. I'm wondering if somehow Prairie Springs Park could become one of those occasional sites and part of this rotation of different locations, if that might be another way to look at it.

But I think it's worth trying something, but I don't know that you'd want to invest a lot of time into setting up a whole program without really knowing whether or not it would have a very high degree of success. I don't know if it's even possible. I know who organizes that rotation of the farmer markets. I don't know if it would be possible to somehow get Pleasant Prairie in the loop. You might want to look into that.

Mike Serpe:

Bill, I think you hit the--I think if there is a rotation day that's available, I honestly think that would be probably one of the best routes to go, because it's the same group of people for the most part that go from site to site to site in the City. It's usually on 66th and Sheridan Road by that cemetery, Columbus Park, Harbor Park. I think there's only three or four days a week that farmer's market is going. I don't know if Sunday morning

would be good. But I do think that as part of a rotation that may be something else to look at unless you have some other kind of aspirations there.

Rita Christiansen:

Mike and Bill, both of you, I think a rotation might be looked at only because we have so many planned events at the park that we couldn't guarantee that we'd be there weekly. And maybe on a rotation this would fit with the triathlon and the various venues that we have planned.

William O'Toole:

I'm also trying to be somewhat considerate of the fact that I know there are so many things as Rita pointed out, Prairie Family Days and triathlons and all the different activities that we already have going. We do such a good job at those things, I wouldn't want to see us kind of dilute our efforts. I mean there's only so much you all can do together. So I like the idea, and I would just suggest in your planning that you guys kick around with some of those things and see if any of those are viable, because you do have a lot going on. I think the staff has always done first rate events across the board and I'd like to see that continue first and foremost. Then when you're really ready and you've tested this, then you know what you can do in a first class way. But I think tying in with what's going on in the larger community might be something to explore.

Rita Christiansen:

Any other comments from the Board?

Mike Serpe:

Just continue on looking at it. I think it's a good idea, just put it in the right place at the right time and the right mix.

Mike Pollocoff:

Then in the request make recommendations and advisory or steering committee, if you want to amend that or we'd amend it to say really get a focus group together or people who are involved in that thing, and if any of the Commissioners want to sit on it and work that idea around a little bit harder and get some input from people, whether they're potential vendors or users on, and I don't know who'd we get to be on the focus group yet, but that might be the next best step rather than going all the way to a steering committee.

William O'Toole:

I would definitely concur with that. I think a focus group is a good way to approach it, Mike. It's just the next step in the analysis and considering all the options. Maybe there's other options within the Village that might actually be more popular than having it at Prairie Springs Park. Maybe there's other locations. I think they should put it all into the mix.

Rita Christiansen:

Would the Board like to make an adjustment to the summary for the recommendation then?

William O'Toole:

So moved that basically the staff would put together a focus group and continue some of these items discussing with that group and do some further research on some of the other alternative approaches.

Rita Christiansen:

That's the recommendation from the Board? Do we need a second on that?

Mike Serpe:

Second.

Rita Christiansen:

All in favor?

Voices:

Aye.

Rita Christiansen:

Anybody not in favor? So moved.

Mike Pollocoff:

Thank you.

Rita Christiansen:

It's a great idea.

c. Discussion Bike Trail Plan (J. Steinbrink, Jr.)

John Steinbrink:

One of the things that the Plan Commission staff have been talking about and working about is the construction or design of a future bikeway system. And we actually incorporated into this plan the location of all the parks. As attached to your RFP that Mike gave you, you should have on the very last page in an 11 by 17 a copy of a draft form of our future bikeway system. One of the things that's kind of nice about that it

actually shows where all of the current parks are located, and all of the newer parks will be located also. It doesn't do a very good job of distinguishing between what's current and what's existing.

The current parks that we have, if I start off from the top left of the map, is Pleasant Prairie Park, which is one of our major parks; River Oaks has a small private park just left of there; Pleasant Prairie School Park is a park that is available and open to the public to use; our main park is Prairie Springs Park; Mompers Woods right off of Green Bay Road is one of the areas that we do already have, but it's under advisement for development. Whittier School has some playground equipment up in the far north. Up by the Highway 50 Cooper Road Corridor is Woodlawn Park and Becker Park. Behind the Village office on 39th Avenue and 104th is Rolling Meadows Park and Prairie Lane School with some equipment there. And then finally off to the east Carol Beach Park.

Going off with the land use comp. plan, Jean Werbie and her staff have devised where the other parks in the Village would be or where they're recommending them to be. One of the ones that we had talked about is a Carol Beach Unit W Park up by Lake Michigan; the Barnes Creek Park when that neighborhood develops; Lighthouse Pointe towards the State Line; Prairie Trails East; Pleasant Homes; Green Hills Farm; and then the Village Green Park and Highpointe Park right in the middle of the Village. So kind of one of the goals of this map was to identify to staff and the Commission and the public where all the parks are. We do have some spreadsheets that show all the amenities that are at each of the parks.

Our trail system kind of ties each of the parks together with the schools and which ones are going to be off street trails, which is like what the bike trail would be, a kind of self-standing trail. An on street lane is by 7th Avenue where there's actually lane markings on the road that identifies a separate bike lane. And finally an on street route is where you're just driving with traffic. So this is something that staff still has in draft form and we've been kind of working on trying to connect through different environmental corridors and tying together the parks and some of the schools to put together a comprehensive bikeway system.

Rita Christiansen:

It looks wonderful, John. Comments from the Board? Concerns or issues?

Mike Serpe:

Maybe to Mike, is a bike trail a real realistic thing in the near future for Pleasant Prairie?

Mike Pollocoff:

We'd have a lot more chance of getting funding for that than we will a street. Right now that's the only kind of funds there are for grants other than roads. One of the things I think that's going to make it more possible is there's so much residential development where we're able to leverage the approval of that development by getting them, having them put in a bike path and construct it and we'll get it in pieces. I mean it might not happen all at once, but there's some things I think if we stage things between Village

Green as that area develops we can get a bike path from 39th over to Green Bay Road. As we talked about our last meeting when Sewer D closes down have that sewer line be a trail from Pleasant Prairie Ballpark over to Prairie Springs. There's some things that in the next four or five years if the Commission picks and chooses and we prioritize what we want to spend our money on, I think we won't get it all done right away but we can work away at it.

Rita Christiansen:

Mike, this would be something that we want to share at Prairie Family Days when we're possibly looking at the master park plan or share with the public? This would be great.

Mike Pollocoff:

Yes, this is something that we'll want the consultant to integrate. Again, some of this comes out of transportation planning because for funding purposes we're going to keep it separate, but we're going to ask them to include it in because outside of funding it should be in the park plan. But that would be one of the things we want people to take a look at and comment on. I think if a lot of people knew what the alternatives were or the opportunities for trails, they might be a little more excited about it than not knowing anything.

Rita Christiansen:

Thank you, Mike. Any other comments from the Board?

Dino Laurenzi:

Yes, a question, Mike. You said there's funding then for the on street. Is that the on street lanes in terms of that instead of the bike trails per se?

Mike Pollocoff:

No, there's funding for both. It's just that typically it's a little bit less expensive to make some improvements to a road profile that's being widened to include the bike path on it rather than going off existing right of ways and running cross-country with a trail. And we're going to try to get developers to do that as part of their development where they would abut some parkland or get a trails that's off the streets. But some of the ice tea money that's available is usually when you're butting those improvements up along with an existing road where you can get some funding for it. I guess in a real urban environment it's not a big deal, but from my mind if you think of putting a bike path down Highway H, I don't want my kid riding his bike down Highway H. Even if you could get a bike path there. But there is money for things like that.

Dino Laurenzi:

I don't know if there would be restrictions in terms of maybe the speed on those types of roads if you'd want to put them on a highway or a road that's 45 miles per hour. But I would think in terms of allowing people to have access and use that, if a trail is off to a

certain point to get to that trail and it takes you to some hub or location, it might not be utilized as much as maybe some of the others if you expanded the road and had those dedicated bike lanes.

Mike Pollocoff:

A lot of it is just expending and having the dedicated bike lanes and getting them up off the curb so you've got that separation. But it's pricey. They're talking \$100,000 a lane mile.

William O'Toole:

Just a couple thoughts. I think some of the trails people might say, oh, I really want a bike trail so long as it's not behind my house. And I know that utilizing existing roadways it's kind of hard to fight with that because you're going down an existing path and you're just modifying it to make it more bike friendly. But clearly going into certain park areas it would be a true off road bike trail. I'm thinking back over by the River Oaks where you show the trail going through that conservancy area, and I'm just thinking of policing the trails. The police don't like to necessarily come all the way behind the lake on the road. Now that we have a bike trail way back off in the woods I think we might be setting ourselves up for some problems. So in the planning I'm sure that the police and fire and rescue people are a component of this to make sure that we could adequately police these areas and that we're not setting ourselves up for some problems.

And then the second part of that is getting back to the neighbors and making sure that whatever plans are developed that Greg knows that the bike trail now is going to run right behind his house. It's easy for you to get on it, but it may mean that while you're sitting in your yard you can see people coming right by your house, too. So we have that experience already in other parts of the Village where there is the existing bike trail. So I just raise those things as considerations as you continue to plan forward. But I think we definitely need to have some bikeway system in place in utilizing existing roads, connecting our schools. It's crazy, over in Prairie Ridge it seems like it's hard for a kid to ride their bike and get to Pleasant Prairie School. It's not convenient. It's not an easy route. The kids have probably already cut paths themselves and figured out ways that they could cut through there, but I think we ought to make it very bike friendly. I think it's a real good start and I like it.

Rita Christiansen:

No other comments? Good job on the map, too, John. Let staff know it looks really good. Appreciate it.

6. SUCH OTHER MATTERS AS AUTHORIZED BY LAW.

Mike Serpe:

I just want to regress a minute getting back to the farmer's market and when John was giving his report on the bike trail and I was looking at the map. We have a future site coming up hopefully developed, the Village Green, and Village Green Heights is being

developed. But when you think of a spot, and I'm only throwing this out because I happened to think of it, when you think of a spot that would be a perfect ideal spot for a farmer's market, and what the Village Green was really set up to be, the little center place and focal point for people to meet and greet and art fairs and farmer's market that's ideal. Hopefully it's not more than a couple or three or four or five years out.

--:

If I remember correctly, when you and I sat on that commission that was one of the things I believe Jean Werbie talked about, too.

Mike Serpe:

Number one we're going to have the location for it, and, number two, we're going to have the rooftops to support it. I'm just saying if we're thinking about a farmer's market that's a good idea, maybe we don't have to jump into it real quickly. We may want to see what the future may bring with the further development of the Village Green Heights if it ever happens which I think it will in the near future I would guess, or at least I would hope. Just a thought.

Rita Christiansen:

Anyone have anything else?

William O'Toole:

So, Mike, can you bring us up to date now on the two Commissions and where we stand with that? At our next meeting would it just be Parks versus Rec? Can you fill us in on that?

Mike Pollocoff:

We have a little over a dozen people who have requested to be on one or the other. Dino has asked to move to Rec, and then Greg moves to Rec, and Greg would give that Rec Committee some continuity because all you guys are hanging in with the exception of Dino on the Park. We probably have over a dozen people so far that have submitted a request to be considered for one or the other. So I can see if John and whoever from the Board wants to sit in and interview the candidates, it would be nice to have Rec up and running in March, and then staff up the Park Commission. We're going to be adding alternates onto both those Commissions so you'll be carrying more people than normal. It helps as far as if people have something going on. Every now and then you might have a conflict on a decision where you have some personal involvement or financial involvement in something, and then that way you can recuse yourself from it and not worry about a quorum. So I'm hoping come March the Board will be able to make those appointments and have the first meeting for the Rec Commission in March and then the first meeting for Park. The Park Commission meeting would need to be an organization meeting by the ordinance since you'll have a new body. And Mike Serpe is going to Rec, too. So you elect officers and take a look at the date. If you want to change dates that would be the time to do it and as far as the time of your meetings and then you're off and

running. And then we should have a slate of consultants who will be trying to impress you with the park plan.

Rita Christiansen:

Anything else?

7. ADJOURNMENT

Mike Serpe:

So moved.

--:

I'll second it.

Rita Christiansen:

All in favor?

Voices:

Aye.

Rita Christiansen:

Opposed? None. Thank you very much.