

**VILLAGE OF PLEASANT PRAIRIE
PARK COMMISSION
Village Hall, Auditorium
9915 39th Avenue
Pleasant Prairie, Wisconsin 53158
Tuesday, June 7, 2005
7:30 p.m.**

A regular meeting of the Pleasant Prairie Park Commission was held on Tuesday, June 7, 2005, at 7:30 p.m. Present were Rita Christiansen, Glen Christiansen, Kathleen Burns, Michael Russert, William Mills and Alex Tiahnybok. Michaeline Day and William O'Toole were excused.. Also present were Michael Pollocoff, Village Administrator; Jean Werbie, Community Development Director; John Steinbrink, Jr., Superintendent of Parks; and Judith Baternik, Clerical Secretary.

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

Rita Christiansen:

Has everybody had a chance to review the meeting minutes and if there are no changes I'll need a motion to approve the minutes.

Kathleen Burns:

I move we approve the minutes.

William Mills:

I second.

Rita Christiansen:

Those in favor?

Voices:

Aye.

Rita Christiansen:

Opposed? Meeting minutes stand.

- 4. CITIZEN COMMENTS**

5. NEW BUSINESS

Mike Pollocoff:

If I could, I'd like to request that the Commission change Jean and I around. She has another commitment, so if she could make her report first.

Rita Christiansen:

Absolutely. We'll change the order then.

b. Consider Review Subdivision Plats (J. Werbie)

Jean Werbie:

Good evening. Before you you have a copy of the Pleasant Prairie Residential Development listing. I provided a copy of this to you a couple of months ago. What we intend to do in order to help give some better direction to the Park Commission in their review of various plats and plans that come before the Plan Commission and the Board is to provide an update to you probably about four times a year of the current subdivisions and developments that the staff is working on that are going to be coming before the Commission and the Board for public hearing.

This evening what I wanted to do is give you an updated listing of developments that we are currently working on or have recently been approved or developed in the Village. This is an ongoing list that we have been working on for a number of years, and it helps to put things in perspective as to where we've been and where we're going and what we have to look forward to with respect to new development in the Village.

The items that are highlighted on the sheet indicate various subdivisions, condominium developments or other type of developments that the staff is going to be bringing either a conceptual plan, a preliminary plat or final plat to the Park Commission. It's our intent that once we start to get into a sequence with the Park Commission that all concept plans will come to you in advance of them going to the Plan Commission and the Village Board so that there could be an early opportunity for you to review any concepts as it relates to park and open spaces, active parks, passive parks, bike trails, pedestrian walkways or any type of other interconnections that may need to be introduced or dedicated or reserved within a particular development.

What I also provided for you this evening is a copy of our most recent version of the Village's comprehensive plan. Just about every couple of months we always want to make sure that our comprehensive plan is updated and if there have been any changes made by the Village Board, and then this new document goes out on the website. So it's always pretty current and up to date out on the website. We just haven't had it laminated because we just had the new one printed just about a week ago. But what it does identify for you, and this is based on the comprehensive plan, again, that was approved by the Plan Commission and the Board back in 1996 and then updated since then. But what it does identify for the Park Commission this evening is that there is a little light green area

with a triangle in it that identifies where neighborhood parks should be located within the Village or multi use parks such as out where Prairie Springs Park is located.

So, just as a practical matter, whenever a new development is being proposed and the staff has sat down with the developer to evaluate what they're looking to do, we always first refer back to our comprehensive plan to examine whether or not a neighborhood park, a community park, a regional park or some type of interconnection is going to be needed as a result of their development. We want to get an early opportunity to do that. And, as you know, you recently approved a request for proposal for some additional park plan work that's going to be done, and based on this plan I believe you selected three different areas in the Village that they're going to be evaluating some more detailed park planning for. There's five different areas, excuse me.

Two of the areas that you're going to be looking at we have some pretty large neighborhood plans and concept plans that are going to be coming to the Village in very short order this summer. So the timing of this is pretty good. We wanted to make sure that it all links together, and with the next item on the agenda that Mike's going to be talking about, as new development occurs the need for impact fees to help develop those parks as a result of the new development pressures that are being placed on the community will fit real nicely with respect to our growth development and the development of the parks.

I just wanted to point out to you that some of these developments as identified, Ashbury Creek, Arbor Ridge and Arbor Ridge, all three of those are in the northwest corner of the Village. One of them, the first one, is Ashbury Creek, is the former TriClover property, vacant land just southwest of TriClover, and then Arbor Ridge and Arbor Ridge condominiums is just to the north across the street in the Prairie Ridge Development.

The next one Creekside Crossings and Creekside Crossings Condominiums we just approved last night for the Village Board to initiate an early mass grading of that development, but the final plats have not been approved, and those two developments are located just north of 93rd Street, just east of Old Green Bay Road. It's approximately a 180 acre development there. It's a mixed residential, single family condominium, two, four and eight unit development. Both of those developments that I just referenced have identified areas for parks, whether private parks or public parks as well as walking trail systems. So what we intend to do is bring you more refined and detailed maps at a readable size that we can get to you ahead of meetings and then we'll take a look at those particular areas.

The next one is Devonshire. The Devonshire Development is proposed in the Village Green neighborhood as well as the Devonshire subdivision within that neighborhood. They're both tracking on a similar path. There's a very large community park that has been identified by the Park Commission and by the Plan Commission. And what we'd like to do is, again, have the timing of what the Park Commission is recommending fit with the timing of these developments as they continue to track through. In that particular area I have three different developments that will all be contributing land and/or impact fees for the development of that Village Green Park, so the timing is very good with respect to that one.

The Village is also working on a neighborhood plan at the very southeastern corner of the Village. It's identified as the South Sheridan Woods neighborhood plan, and there's an Elkshire Development and a couple of other developments down in that corner, and we do need to examine the needs for any type of neighborhood park or other type of recreational amenities at that location as well.

The next one is the Meadowdale Estates. And this is coming right up to a final plat, but Meadowdale Farms is located in this area. It's Section 23 just south of 93rd Street just west of 39th Avenue. Meadowdale Farms was the first phase. Meadowdale Estates built another phase with VK Development, and now the balance of the entire development is proposed to be completed in that particular area.

The next one is Sagewood Condominiums, as you're aware, the Village Green that's under construction as we speak that is on Highway 165 to the west of here. They are just completing their first phase of single family where there's a condominium area called Sagewood. There's a two family condominium area, and then there's another phase of single family as well. And all of that is tracking through the Village sometime this summer. We've been working with most of these developments for about three to five years. It just happens that they're all starting to hit about the same time.

The next development is the Settlement at Bain Station Crossing. This is interesting. We're actually working with about five different developers to develop this area just north of Bain Station Road just to the east of H. And there's five different development opportunities right in this area. The first one that's going to be presented to you is the Settlement at Bain Station. They will have a concept plan pending and that's primarily a condominium development.

Then the last two, one is Westfield Estates. That's located on the very north end of the Village just north of Highway 50, just to the west of 88th Avenue. It's a single family development as well as some condominium development and we'll be presenting that one to you.

And then the last one is Woodfield Estates. That's a much smaller development just south of the Village off of 39th Avenue. It's approximately seven or eight lots. It's very small.

But I just wanted to make you aware of some of these developments. Again, we will get the information to you. Most of these are going to be coming to the Plan Commission at the end of July, beginning of August, so we'd like to get some input. So these will either be before you at your July meeting or your August meeting. And then from this point forward probably on a routine basis as they are coming up in the cue as part of our review we want to get them before the Park Commission before they go to the Plan Commission and the Board to get your input. And as you continue through your planning process and get the trail plans done and some of the other plans done it will be very helpful for the review of these various developments in the Village.

Rita Christiansen:

Any questions for Jean Werbie? Jean, thank you very much for your time. We appreciate it. We look forward to receiving the information. We appreciate your hard work.

b. Park Impact Fees (M. Pollocoff)

Mike Pollocoff:

Thank you. The Commission at a previous meeting reviewed the concept of the park impact fees. Since that time the Village Board has authorized the process to begin to implement the fees. There will be a public hearing conducted on June 20th to review the proposed fees. In your packet I think you have everybody's fees on the pdf that was sent to you, but the ones that related to the park impact fees I guess I'll go over those. It's the very last section, Appendix D. In this section it's combined between Parks and Recreation and Recreation Commission will be considering the item on the pool improvements. The park improvements would be reviewed by this Commission.

In a nutshell, the purpose of impact fees is to not improve existing deficiencies that exist in the Village. We can't use impact fees to create something that we don't have right now for the existing taxpayers, but it takes the impacts of new development and it identifies that in an incremental basis based on in the case for residential unit a per person per house, and it takes a look at what new facilities are going to be required to be built or constructed or acquired, whatever the mix is. If it's land acquisition, construction, getting a project put together, and those projects are paid for by those incremental fees. So in the case of parks we do have some trails that we're starting to work on in the Village, but we're deficient in the amount we need. So there's some work we're going to have to do ourselves, but developers as the development comes on board and the builder builds houses, at the time the building permit is issued, that builder or the homeowner is going to ultimately pay it, they'll pay the incremental fee to money inside a segmented fund to make future park improvements. Some may be relatively quick and some might be a while coming. Based on the speed of development, the Village board could decide we're going to go ahead and do this improvement, there's enough development coming on to retire the debt from impact fees so we can get that in place now. You don't want to have a big gap from the time that the fees are collected until the money is actually spent. There has to be some reasonable nexus between those two events.

If you look at the impact fee calculation sheet which is Schedule 2 in Appendix D, total improvements for the cost of parks is placed at round numbers \$4.1 million. The total acreage of existing improved parks is 163 acres. The average cost per acre to improve a park is \$25,744. The standards that we're meeting is that total acres is, again, 163 acres. In 2000 there was 5,819 households. The estimated number in 2004 is 6,547. Based on the census information that's provided to us, there's 2.73 people in an average household in the Village. The census population in 2000 was 16,136. The estimated housing starts per year is 182, and the estimated 2004 population is 18,122. Divided by the population you have the acres of developed park land per population is .00899, and acres of developed park land per 1000 of population of 8.99.

To arrive at the impact fee calculation, we take the cost per acre, which is the \$25,700, times the standards of acres per developed park land which is the 8.99, and that gives us a cost per population of \$232 per person per capita. So you multiply that by the average people per household and that's \$632. So for the park portion of the impact fee that's how much would be collected from every single family home. On a condominium project it would be every condominium unit. On an apartment project it would be every apartment unit that would be collected and put into the fund to finish out those incremental increases that demand places on needs for new park facilities.

In preparing the needs analysis John and Jean prepared an analysis of the existing park spaces we had. Took a look at the current master park plan and the implementation of that. That will be updated again once we complete the update of the master park plan. So this number could be tuned up. It will probably go up. It's not like it's going to go down with the additions that we're going to make and the changes in the comprehensive park plan. First, if there's any questions on the park impact fee, but secondly if the Board wants to make a recommendation to the Village Board to adopt the park impact fee or not adopt it.

Rita Christiansen:

Discussion?

Michael Russert:

So, Mike, would the developer be paying that?

Mike Pollocoff:

Ultimately it's going to fall on the person who buys the house. Typically the developer is not going to be paying it. Under some cases in some communities they require the developer to make that payment as part of their final plat. That's the way our impact fees used to be structured. But the Village has a surplus of lots in areas where it's been platted. The impacts are still going to come, and really the point of impact is when that building permit is pulled and the house shows up with the people in it. So it's going to be a number that ends up getting built into a home package price, and the builder would probably pay it at the time he's going to charge the homeowner or the property owner who is building the house. That's really where that transaction will take place as far as we're concerned when the building permit gets handled, and how that happens between the builder and the people who are paying him to build the house is up to them.

Rita Christiansen:

Any other discussion?

Alex Tiahnybok:

Mike, you explained that total cost of the improvements being \$4.2 million. This is above and beyond what's in place currently?

Mike Pollocoff:

That's correct.

Alex Tiahnybok:

On the cost per thousand or the cost per individual, you use the entire population of the Village to calculate that number. Now, maybe I'm not getting something here, but is the impact fee going to be applied to every existing household or only to new construction?

Mike Pollocoff:

Only to new construction.

Alex Tiahnybok:

So that's not going to come up anywhere near the goal number of \$4.2 million.

Mike Pollocoff:

Well, the long-term population for the Village, and this shows this probably better in the public works proposals, is 40,000 population. And the impact fees aren't going to cover everything. Right now we haven't kept up with what we need to come up with, and we can't require new residents to pay for stuff that should have been here to begin with. So as time goes on the Village is still going to need to put some amount of money into the parks to bring them up to spec or do what they have to do.

Alex Tiahnybok:

The time horizon for this \$4.2 million is over?

Mike Pollocoff:

Twenty years.

Alex Tiahnybok:

So it's derived from the new development to account for approximately 20,000-

Mike Pollocoff:

If you look at 180 units a year it doesn't--a lot of people think we're building really fast, but 182 units over 34 square miles is not a lot.

Alex Tiahnybok:

Exactly. I just did the mental calculation and thought something doesn't fit here. But if

it's over a 20 year time horizon that makes sense then.

Mike Pollocoff:

That's under optimistic growth. Realistic growth might be--right now we're in optimistic growth. We're in a high growth pattern. But real estate is real estate and it goes up and it goes down.

Rita Christiansen:

Mike, I have a question. At any time can the question be raised again to raise the impact fees then?

Mike Pollocoff:

We'll need to evaluate these things on a regular basis. For fairness to the Village to make sure as the parks evolve that we're addressing what we need to address, and in fairness to the new property owners that haven't built their house yet that are coming here that the fees are realistic and representative of the actual needs.

Jean talked about one project, the Village Green project. In that concept plan you'll be looking at is something really different in Pleasant Prairie. It's an urban park concept somewhat similar to Lake Forest. Probably more similar to the Glens down at Glenview where you're going to have some park space that can be festival space. It's going to be typical park space, but it's going to be a central downtown or Village center urban park. That's really not a park that the Village's residents have to pay for, although you could say that Village residents are going to use it. As that proposal kind of evolves and as the Plan Commission and the Park Commission look at the different iterations and get recommendations from the Village Green Technical Advisory Committee, we'll have to carve out that impact fee and say how much of that new center development is going to be able to use that. Then put in the added equation is how much benefit are businesses that locate around that park going to derive by having that park there. So that would be the next change in this equation is to say that some businesses are going to benefit by virtue of the fact they have a park that they can take advantage of, either festivals or sidewalk sales or whatever would happen in that space. So this is a pretty dynamic process in evolving.

It's a little expensive to go through these and get them put together, and we're prohibited by State law from including that as an expense to the developers or the people who are going to pay that impact fee. So when we take a look at redoing these, we have to kind of pencil it out ourselves first to make sure it's worth the effort because we have to pay the freight to do that.

Rita Christiansen:

Any other discussion from the Board?

William Mills:

Are there any guidelines in terms of how quickly you have to spend that money in terms of

Mike Pollocoff:

We have two attorneys that have given us the five to ten . One attorney is saying five years is too long, and another attorney says if it's a fairly large development you can wait ten years to spend it under the assumption that the Village is going to be farther ahead and the people who paid those impact fees and the taxpayers are going to be farther ahead if you accumulate all that money at once, not incur any debt service on that and just pay cash out on whatever you're going to build. I think the real test is how aggressive the home builders get about this. If they feel like their ox is getting gored on this and they're having to pay a lot, they're going to be wanting to know that that money is being spent and not just sitting someplace. If it's perceived as a way to slow down development or making development more difficult to do in the Village or more expensive, we will probably be in trouble. We feel pretty confident that we're being conservative in these and these are going to accomplish what we need over time. We're at \$2,300 for the total with police, fire, public works, pool and parks and we're still waiting on transportation and storm water which are the big ticket items. The number of \$5,000, if you go down to Illinois, it's substantial what's paid down there.

I think the real policy question that you'll deal with and the Board is going to deal with is how much as new development comes in are you willing to have the general taxpayers pay for and how much do you want to have picked up by impact fees? We only have two places to get the money if we want to accommodate growth, and that's going to be from the people that are coming or the people that are here.

Rita Christiansen:

Any other questions or issues? John do you have anything you needed to add or wanted to add?

John Steinbrink, Jr.:

I think the only think I might want to add on your attachment is another copy of our future bikeway system plan along with our park locations. Basically all we did we took the comprehensive plan that Jean talked about and we took off everything except for the park and open space plan. We kind of labeled where the parks were, the names of the parks that you have on the summary. You can correspond to location where they are in the Village and then along with some population averages based off what you have for the comprehensive plan. Then we tried to tie as staff, and this is something we're working on, a system of bike trail and pedestrian trails that kind of interconnect the main park features in the Village, along with some the schools, medium size parks and smaller size parks along with areas by Lake Michigan and Prairie Springs Park and the bike trail. Tried to do some sort of intertown activity between those. So you can use this map to get yourselves familiar with where Unit W is, where Prairie Trails East Park is and some of these other ones. Just use it at a reference tool.

And then we took the costs of what it would take to build some of these new parks to come up with that \$4.2 million that Mike had talked about. A lot of those numbers are summarized in that cost summary for impact fee study that we handed out also.

Rita Christiansen:

Any questions from the Board? Then I'd like a motion please to adopt the impact fees per residential dwelling unit.

Glen Christiansen:

Motion to adopt.

Rita Christiansen:

I have a motion to adopt. Do I have a second?

William Mills:

I second the motion.

Rita Christiansen:

All in favor say aye.

Voices:

Aye.

Rita Christiansen:

Opposed? Being none, motion carries.

Mike Pollocoff:

We've got a couple housekeeping items. One is that last night the Village Board authorized the acquisition of the Karalius property on 104th. Pleasant Prairie Ballpark, that's the house we talked about at our last Park Commission meeting a lot. I was able to negotiate that acquisition for \$200,000, which we feel is a good deal. We felt that thing could have busted up for almost \$300,000. We're going to be purchasing that and closing on that this month, and then we'll do a quick asbestos check on it and the Fire Department will do a practice burn on it. It will be up probably a good part of the summer. The asbestos check to get the results back takes a while, but we'll be able to get that down. As Vandewalle starts their process on the park plan we'll be one more step closer on that to having that park tied out. I think that was the one thing I really wanted to add on.

Rita Christiansen:

That's wonderful news because that park is so highly news in that area by everybody over there. Great news.

Mike Pollocoff:

Once the house is out of there and there's one rotten tree we might take out of there, but it's really going to open it up and be a lot more visible.

Rita Christiansen:

Are there any other issues, questions or concerns?

Michael Russert:

Is there an update on Vandewalle's proposal?

Mike Pollocoff:

I just received today their signed contracts for us to execute. John just told me that if you remember Mikala, one of the presenters, has left the firm to go to California. So her boss will be the one who is completing the project who had rave reviews. He wasn't there at the evaluation when the Commission was interviewing people. They will be starting on that shortly, I would imagine within the next few months, or sooner than that, probably next month. They'll be starting on a scoping meeting with everybody to get the process started.

Rita Christiansen:

Anything else?

Glen Christiansen:

Did we have the meeting time put on the agenda for review at our next meeting?

Mike Pollocoff:

Sure, we'll put that on the agenda.

6. ADJOURNMENT

--:

Motion to adjourn.

Rita Christiansen:

I need a second.

--:

Second.

Rita Christiansen:

All in favor?

Voices:

Aye.

Rita Christiansen:

Opposed? Being none, meeting is adjourned.

Mike Pollocoff:

I did have one more item. The Village Board is on July 4th is the first Monday that's our regularly scheduled meeting, so we're going to look to move that Monday meeting to Tuesday. They'll be meeting at 7:30 if we could have the Commission meet at six.

Rita Christiansen:

We're going to be out of town. Is there any chance we could move it to the next week or is that not possible?

Mike Pollocoff:

The Rec Commission meets the following Tuesday. We could do it on Wednesday or the following Wednesday.

Rita Christiansen:

A lot of people are out of town the 4th of July. Could we move it to the next week?

Alex Tiahnybok:

Is that standard protocol to move the Board meeting to the following day? I thought it was the following week.

Mike Pollocoff:

The Plan Commission meets the following week.

Rita Christiansen:

I don't believe that would be a problem for me.

Mike Pollocoff:

You can pick your date. If you want to meet as soon as the next day you could, but if there's another date that's good.

Rita Christiansen:

Could we make it to the following Monday? Is that acceptable to everybody on the Board?

Mike Pollocoff:

The Plan Commission meets that Monday.

Rita Christiansen:

What time does the Rec Commission meet on that Tuesday?

Mike Pollocoff:

They meet at 7:30, so if you want to meet at six.

Rita Christiansen:

We're talking about the 12th. Would that be acceptable for everybody's schedule? So we'll meet here at six o'clock on the 12th and Judy will send out a notice. Thank you for everybody being flexible.

Mike Pollocoff:

John and I will be out of town that day. But if I can I'll get Jean Werbie to pinch hit for us. Stick with the 12th and we'll have staff here for you.

Rita Christiansen:

Alright, thank you.