

**VILLAGE OF PLEASANT PRAIRIE  
PARKS COMMISSION  
Village Hall Auditorium  
9915 39<sup>th</sup> Avenue  
Pleasant Prairie, Wisconsin 53158  
December 2, 2008  
6:00 p.m.**

A regular meeting of the Pleasant Prairie Parks Commission was held on Tuesday, December 2, 2008, 6:00 p.m. Present were Michealene Day, William Mills, Michael Russert, Jim Bandura, Troy Holm. Glenn Christiansen and Rita Christiansen were absent. Monica Yuhas and Kathleen Burns were excused. Also present were Michael Pollocoff, Village Administrator, John Steinbrink, Jr., Superintendent of Public Works and Ruth Mack, Clerical Secretary.

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. CONSIDER AND APPROVE THE NOVEMBER 5, 2008 PARKS COMMISSION MEETING MINUTES**

**Troy Holm moved to approve the Parks Commission Meeting minutes of the November 5, 2008 meeting presented in their written form: Seconded by Jim Bandura. Motion carried 5-0.**

**4. CITIZEN COMMENTS**

**5. NEW BUSINESS:**

**a. Discuss Formation of Ad Hoc Committee to Coordinate Plans for Prairie Family Days**

Mike Pollocoff:

This is an item that comes to the Parks Commission from the Rec Commission talking about Family Days. There were two members from that Commission when they met on the budget almost two weeks ago and we talked about Family Days and some of the issues with it. I just had a call right before we came in and they'd asked that the item be removed from the agenda. They're working on another plan and I guess they're not ready to bring that in yet. It's up to you guys if you want to talk about it it's on the agenda.

Michealene Day:

So it was brought up to us from the Rec Commission and they're not ready for us to discuss it yet?

Mike Pollocoff:

They don't have anything to bring to you.

Michealene Day:

Does anyone have objection to table this item until the Rec Commission is ready for it?

Mike Pollocoff:

I'd recommend removal only because it will keep showing up on every agenda and if they're not ready then it will be—

Michealene Day:

Anyone have any objections to removing t from our agenda? So we'll remove it.

**b. Receive and Approve 2009 Parks Commission Meeting Schedule**

Michealene Day:

You'll notice it is, again, the first Tuesday of every month except for April 8<sup>th</sup> due to election day. We always have it the day after which would be a Wednesday. We do need a motion to accept the schedule of meetings.

**Michael Russert moved to approve the 2009 Parks Commission Meeting Schedule. Seconded by Troy Holm. Motion carried 5-0.**

**6. PARKS COMMISSION COMMENTS**

Michael Russert:

I was wondering if we can get an update on the 2009 budget from what was approved due to the playground equipment and also the light at the Lake Andrea boat launch?

John Steinbrink, Jr.:

The budget isn't formally approved until this Thursday. I was going to bring that forward

at the January Parks Commission meeting.

Michael Russert:

Okay. Were there any changes from two months ago from when it was brought forward?

Mike Pollocoff:

I can get the book.

John Steinbrink, Jr.:

Mike can grab the book if you like and then we can update it. I think one of the biggest changes that we had from what was proposed was that the Board was recommending putting a freeze on capital until towards the end of the year in case our revenues in the general fund are not sufficient that they would postpone the capital one year so we could keep operations going was the biggest thing. So we should probably know around spring or early summer on how the projected housing is going to be within Pleasant Prairie to kind of know if we're going to replace anything.

Michealene Day:

We had discussed at a previous Commission meeting that we might be getting together soon again to discuss the bike trails or meeting again with the park plan. Do we have any set date when we're thinking about getting together again as a Commission?

John Steinbrink, Jr.:

One of the capital items in the park budget was some consulting money to hire someone, put out an RFP, and then work on the bike and pedestrian plan as an addendum to the Master Park and Open Space Plan. I believe that was still in the budget for 2009.

Michealene Day:

So if it gets approved then we're looking more at spring. I'm just looking for time tables for everyone to know that there will be probably more time requirements for the study, that we'll be working on this plan.

John Steinbrink, Jr.:

As soon as that money is released we would move forward on it. I'm not sure if that's going to be released in January, talking about the bike and ped plan, if that money is released in January or if that's something that waits until later on in the year.

Mike Pollocoff:

No, that could be released early. We'll probably need to get that released—we have to have this planning done before the end of the year so we can start at the end of the year. We've got to get it going sooner than later.

William Mills:

Is that the entire parks plan or just the bike?

John Steinbrink, Jr.:

No, just another addendum of it for the bike and ped plan so when new development does come forward or grants become available at least we have that plan in place.

Mike Pollocoff:

And I think we're looking at a re-do or an update of the Master Park Plan in 2010.

John Steinbrink, Jr.:

In 2010 I believe or '11.

Mike Pollocoff:

It doesn't seem like it's been that long since we did it.

John Steinbrink, Jr.:

I believe it was approved in 2005.

Michealene Day:

And in 2010 it needs to be redone or revisited?

Mike Pollocoff:

Or updated, yes. And there's been a lot of things that have happened since the plan was done. And actually we've done some stuff by the plan.

Michealene Day:

I actually think quite a bit of it has been done by the plan. It was well thought out. We had good guidance.

Mike Pollocoff:

It really helped us with development, what we were able to require developers to do and get done for us. The items that were funded were the north ball field amenities at Prairie Springs Park with impact fees and a grant that's \$28,000, infield tarps for the softball diamonds \$6,000, and the ped plan for \$7,500. The only thing that wasn't funded for capital was the security cameras in Prairie Springs Park on the outside. Equipment that were moved to the new internal service fund was getting another pickup truck and a gator.

Jim Bandura:

The ones that aren't funded is that . . . .

Mike Pollocoff:

Sure.

John Steinbrink, Jr.:

Yes, I'll keep bringing them back every year until they're hopefully funded at one point.

Jim Bandura:

(Inaudible)

Mike Pollocoff:

I do, too. It just kind of depends on the mix of what we have going. As John indicated we're taking a lot of our capital purchases, mostly the bigger ticket things like an ambulance, snowplows, some of the big equipment, and sometimes we start purchasing that right as the fiscal year starts. This year we're going to hold off and get into that third quarter probably before we put the specs together and get it out.

The economy is in such a state that we've eliminated four positions that are in different ways related to development. It could be the ones that are more typical are the people that work at the front counter that take the zoning permits, the building permits, do the inspection. But it also goes into the fire department. The fire department receives revenues from fire inspections on sprinkler systems. There's nothing going on there so they lose a secretarial position that helped organize that. And to the extent that this recession is deeper we want to be able to convert some capital money to personnel if we have to.

If you look at the Village budget 80 percent of what we do is people. We deliver services, and we need to make sure our equipment is in good shape and things like that, but we're doing everything we can in the TIF District to keep investing and bringing new businesses here and keep that going. We're all subject to a bigger force right now. So the Board was thinking we'll commit to spend this, it's in the budget, but let's give ourselves the opportunity to go nine months into the year and take a look at where we're at before we decide to pull the trigger on doing the big stuff.

Over the last couple of years we've little by little been getting caught up on a lot of things, the equipment, we're starting to get caught up on roads. The Board is still going to repave roads, rebuild roads. We've got some significant grants for road reconstruction. We're going to stay ahead with that stuff. You don't want to look at the dark side of things, but on the other hand you want to be prepared to be able to respond to it and I think we're in a position to do that. But I think to go out and right out of the shoot start buying things we're not going to be doing that. But some of these small things that aren't that expensive and are going to be time intensive as far as the bike and ped plan it's going to take us a while to get that done.

Michealene Day:

The grants that we apply for have they been in the system for a while that the money will be there, or does the State pull that grant money right away? I mean like this next budget can they dry up the money for those grants that we're trying to get?

Mike Pollocoff:

I think some of the stuff is in the line. But they the Legislature is going back into session with a budget deficit of \$2 to \$5 million depending on how you do your accounting. So they're going to be going after fund that could be done now. There's already a lot of work being done by some associations and the states. We're putting together a list now of those capital improvements that we feel we're in a position to say these are ready to go within six months.

We're getting information as far as the stimulus package that's going to involve public works money and release they want projects that are ready to go. They don't want to say, okay, here's a bridge that needs to be rebuilt and it's going to take us six months to a year to get a design done or a road or whatever. And that would include things that we have in our parks or anything where we could facilitate a public improvement being made that will have enduring value that's going to involve the letting of a contract to get construction started. You can see this kind of queue up and get going. I haven't seen anything like this since '86 and '87 there was one that was a tough one where they were doing some of that. When it happens it happens fast which is what they want to do.

So we may see some things crop up that we're going to want to pull that park plan out

and say, okay, we're ready to go with this and we're going to do the same thing with our Village capital program. We're not going to be able to buy equipment with it, but if we're buying something that's going to be built that's going to create jobs and start priming the pump that money is going to start pouring in. Given the level or order of magnitude, the one in '86 and '87 probably nation wide was about \$100 billion, and they're talking \$500 to \$700 billion right now. So when that rolls out it's going to be significant.

This budget was started when John did the budget putting it together he started in July and things were pretty good. We knew there was some slow down. As we started putting it together in September the whole thing turned on its head and we thought we've got to be ready for nothing to be happening. And now we're actually, and I haven't even talked to John or the engineer about this yet, but we're going to be starting to put stuff together to be ready to go and get some of the federal money that's going to be coming out to get construction started. That won't happen until after January 20<sup>th</sup>, though. It will be interesting to see what happens.

Michealene Day:

I hope it works very well.

Mike Pollocoff:

You and me both.

Michealene Day:

Does anyone have any other comments or questions? I want to thank everyone for coming out and drive safely. Keep warm.

## **7. ADJOURNMENT**

**Troy Holm moved to adjourn the meeting. Seconded by Jim Bandura. Motion carried 5-0.**