

**VILLAGE OF PLEASANT PRAIRIE  
PARKS COMMISSION  
Village Hall Auditorium  
9915 39<sup>th</sup> Avenue  
Pleasant Prairie, Wisconsin 53158  
January 6, 2009  
6:00 p.m.**

A regular meeting of the Pleasant Prairie Parks Commission was held on Tuesday, January 6, 2009, 6:00 p.m. Present were Michealene Day, Glenn Christiansen, William Mills, Michael Russert, Jim Bandura, Troy Holm, Monica Yuhas and Kathleen Burns. Rita Christiansen was excused. Also present were John Steinbrink, Jr., Superintendent of Public Works and Ruth Mack, Clerical Secretary.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. CONSIDER AND APPROVE THE DECEMBER 2, 2008 PARKS COMMISSION MEETING MINUTES**

Michealene Day:

It's in your packet. If you've had a chance to review them and if there are no corrections or additions can I entertain a motion to accept the minutes as presented.

**Troy Holm moved to approve the Parks Commission Meeting minutes of the December 2, 2008 meeting presented in their written form: Seconded by William Mills. Motion carried 7-0.**

- 4. CITIZEN COMMENTS**
- 5. NEW BUSINESS:**
  - a. Review and Approve Bike and Pedestrian Trails Plan Request for Proposal.**

John Steinbrink, Jr.:

We went through and we took a copy of what we had written for an RFP for the Master Park and Open Space Plan and kind of tweaked it a little bit to make it relevant for the bike and ped trails plan. We tried to send it out a little bit earlier than we normally have out in the package just because of the holidays and give the Commission a little bit of time to review it.

I guess what I'm looking for is if the Commission has any comments or questions or any additions or anything they would like deleted off this proposal. The plan is to narrow it down to two consulting firms and have them come and hopefully at our February meeting do a presentation and then the Commission can choose which of those two will be completing these projects for us.

Michealene Day:

We have a couple of new members here. Can you explain to them about the process that we went through and how the RFP works?

John Steinbrink, Jr.:

Sure. We are going to go and once any revisions or changes are made after this evening's meeting have it posted out on January 12<sup>th</sup> which is a week from yesterday I believe, and we're going to mail it out to half a dozen consulting firms in Southeastern Wisconsin that specialize in this kind of work. They're going to go through and complete a proposal that kind of meets the description of what we have within this outline. And then we'll end up going through and picking the top two that meet the qualifications. Is that what you're looking for?

Michealene Day:

Right, the process. Some of us had gone through it with the Master Park Plan.

John Steinbrink, Jr.:

I do have a list of questions that we use for the Park and Open Space Plan which I will send out before the February meeting that we have. They're pretty general standard questions that we'll alter a little bit to make them relevant for the bike and ped plan.

Michealene Day:

Does anyone have any questions about that RFP going out? I thought it was pretty good. I thought you did a good job—

John Steinbrink, Jr.:

Okay, thank you.

Michealene Day:

—requesting what we do and what we're looking for.

William Mills:

I just had one comment. On page 7, John, in the standards, second sentence it says the park must be useful and functional since you pulled that from the park plan.

John Steinbrink, Jr.:

Yes, that was something that was missed so we'll get that changed. This is definitely a document that's going to be very helpful to the staff in the future, and then any new parks or any developers that come in it really gives them a solid baseline of where the trails have to be. The Village Board just did acquire some new parkland off of 93<sup>rd</sup> so we'll make sure we tie that park in with the trails and alter any of our existing bike and ped plans that we have. It really should be a very exciting process to go through.

Michealene Day:

Were there any other questions or comments on the proposal?

Troy Holm:

In page 3 on the project overview it says the Village averaged 6,120 housing units per year. Why wouldn't you just put the very last or either the average growth per year or the final housing because I don't think housing will decrease from there.

John Steinbrink, Jr.:

I guess I was missing where you were talking about. I was flipping to the page.

Troy Holm:

It says the Village averaged 6,120 housing units per year from 1990 to 2008. I was just either, a, do the average growth in houses per year or end up with either the 2007 total housing units in the Village.

John Steinbrink, Jr.:

Okay, we can do that with the average growth. That makes sense.

Troy Holm:

It looks like the average from 1999 to 2000. I don't think housing is going to decrease. It's a more powerful statement to say I have 7,500 units now versus 6,100 on average.

John Steinbrink, Jr.:

Okay, we'll make that change in that paragraph for you.

Michealene Day:

Any other comments?

William Mills:

I just had a question actually. The 2010 Comprehensive Land Use Plan what exactly is that plan? I know we worked on the Open Parks and Space Plan. I'm assuming that's a more encompassing overall Village plan, but I was just wondering.

John Steinbrink, Jr.:

The 2010 plan and the 2030 plan they really take into account more of the overall land use. So they would have plans for commercial, retail, industrial, single family, multi-family units would end up being developed. So we want to make sure that if there are going to be a very dense population we have to make sure that we service them with trails.

Michealene Day:

Any other comments? May I entertain a motion to accept the RFP with the corrections that we've asked John to make?

**Kathleen Burns moved to approve the Bike and Pedestrian Trails Plan Request for Proposal with corrections: Seconded by Troy Holm. Motion carried 7-0.**

## **6. PARK COMMISSION COMMENTS**

Michealene Day:

Was there an announcement or press release about the 93<sup>rd</sup> park, the land that maybe you want to tell us a little bit about?

John Steinbrink, Jr.:

There was a press release that was out this morning actually. I do not have a copy of it, but Mr. and Mrs. John Ingram live over on 93<sup>rd</sup> Street just east of where Dabbs Farm Drive and Creekside Crossing are. They were very generous to donate a 34 acre tract of

land. That kind of starts at 93<sup>rd</sup> and heads north. As part of the land dedication Mr. Ingram would like to see a couple of things which the Village is going to abide for over time. One of them is that they name the park after him and his family obviously. He wanted to see a fishing pond, a natural fence that kind of surrounds the east side and have some walking trails and little bushes and trees that would attract native birds.

Over the course of the next couple months staff is going to be working on developing a plan for that park. So you'll be seeing that probably late spring or early summer. And then we'll start the budget process on how to actually start developing that park. Again, it's something that's very exciting because that's probably one of the biggest personal dedications of land ever minus a corporate or a big developer just for a single resident to come and do that. So that was very generous and we are very appreciate of that. It's going to be a really nice piece of land especially in that Whittier Heights neighborhood where they really don't have any park. And as that all gets developed it's really going to be nice for the residents out there.

Michealene Day:

Yes, it will be.

Glenn Christiansen:

What is the current land use there now?

John Steinbrink, Jr.:

It's ag right now. It's just a big hay field.

Michealene Day:

Any other comments?

Glenn Christiansen:

I have a different topic. This year on the bridge on the Des Plaines River how far do you think you'll get with that this year?

John Steinbrink, Jr.:

We have put all of our resources for the grant cycle that we had for 2007 and 2008. We did apply for the next grant cycle to extend it for another 200 feet of elevated board walk. That really brings us to some higher land. I'm hoping to find out in April if we are awarded that because then in the fall I would like to have that construction group continue on making an elevated boardwalk. Maybe one day this summer we can take a

field trip to kind of see how the progress has moved along with that bridge, because it really has turned out really nice out there.

Glenn Christiansen:

Yeah, it would really be exciting to have that finished. It would open up a whole new avenue through that area.

John Steinbrink, Jr.:

Yes, because it really is an area in the Village that's a beautiful natural area that really is untapped right now. Really the only access to that property is off the River Road and it's not publicized very much. With some of the plans we're working on to make some trails and fire breaks and some of the other projects we have out there, in probably five or six years it's going to be a really nice project when it's complete.

Michealene Day:

Any other comments?

Michael Russert:

John, I know I came late, but I could just go back to our new business, number a.

John Steinbrink, Jr.:

As long as Ms. Day is fine with the procedure for that.

Michealene Day:

Sure, we already approved it, but if you have questions go ahead.

Michael Russert:

My question was so we're going to receive bids until January 27<sup>th</sup>?

John Steinbrink, Jr.:

That's correct.

Michael Russert:

And then on page 7 the project will be done between October 1<sup>st</sup> and December 1, 2009?

John Steinbrink, Jr.:

They want to have it pretty much in a final form by October 1<sup>st</sup> with it being complete by December 1<sup>st</sup>.

Michael Russert:

So the proposal, not the actual work being done?

Michealene Day:

Correct.

John Steinbrink, Jr.:

Right.

Michael Russert:

And what is the timing for the work to be done?

John Steinbrink, Jr.:

As soon as the budget allows for it so there really is no exact time frame for it. One of the biggest things at having this plan allows us to do is if a developer decides to develop a parcel of land it will be very clear that there is a trail that goes through there, the width of the trail, the base that it has. It makes us eligible for certain grants now, stewardship grants and other grants that the DNR or other organizations may have. So once you have an adopted plan it really opens up a lot of doors to get some funding available for it. So it's really just the first phase.

Michael Russert:

So we're looking at 2010 before construction is actually being made for the trails?

John Steinbrink, Jr.:

I really don't even know if anything would be that quick to be honest. It's really based on development and grants. I'm not sure how much of the general fund would be put into making trails since the budgets are pretty tight right now.

Michael Russert:

Okay, thank you.

Michealene Day:

My only one other comment was I was just thinking right now that I'm sure that the Village Board will probably send a letter of thanks to Mr. And Mrs. Ingram, but as it's going to be dedicated to parks would it be appropriate that this Commission also send a letter of thanks to the Ingrams for their generous donation?

John Steinbrink, Jr.:

I believe that it would be and I do plan on having that as an agenda item on our February meeting as it was just approved last night. I didn't have time to put it on the agenda.

Michealene Day:

I know because that all came up so quickly.

John Steinbrink, Jr.:

So we did plan on having that as one of our agenda items at our next meeting. It just happens it was approved yesterday and we met today.

Michealene Day:

Sure, I understand. Any other comments?

## **7. ADJOURNMENT**

**Monica Yuhas moved to adjourn the meeting. Seconded by Michael Russert. Motion carried 7-0.**

Michealene Day:

Thank you all very much for coming.