

**VILLAGE OF PLEASANT PRAIRIE
PARKS COMMISSION
Village Hall Auditorium
9915 39th Avenue
Pleasant Prairie, Wisconsin 53158
February 3, 2009
6:00 p.m.**

A regular meeting of the Pleasant Prairie Parks Commission was held on Tuesday, February 3, 2009, 6:00 p.m. Present were Michealene Day, Glenn Christiansen, Rita Christiansen, William Mills, Michael Russert, Monica Yuhas, Kathleen Burns, Troy Holm (Alternate #1) and Jim Bandura (Alternate #2). Also present were Mike 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 JANUARY 6, 2009 PARKS COMMISSION MEETING MINUTES**

Michealene Day:

Thank you. In your packet you have your January 6, 2009 minutes. If there's no correction or additions can I entertain a motion to accept the minutes?

William Mills moved to approve the Parks Commission Meeting minutes of the January 6, 2009 meeting presented in their written form: Seconded by Michael Russert. Motion carried 7-0.

Michealene Day:

Motion passes. Thank you.

- 4. CITIZEN COMMENTS**
- 5. NEW BUSINESS**
 - a. Receive Presentation and Select Consultant - Bike and Pedestrian Trails Plan**

John Steinbrink, Jr.:

Good evening Chair and the rest of the Commission. Staff went and put together an RFP for a bike and ped plan as was reviewed at our last meeting. The RFP went out and we

received six responses back and staff had narrowed it down to the top three or what we feel is the top three. Included in your packet was a copy of their proposals. And then I believe yesterday we sent out some evaluation questions and guidelines to use as an aid when you guys make your selection.

We did go and picked a random order for all three of the participants today. They were Bonestroo, the Bicycle Federal of Wisconsin and the Schreiber Anderson Associates will be presenting in this order. We told each of the consultants if they could prepare a 10 to 15 minute presentation on each of them, and then the Commission will be allowed to ask them questions and hopefully render a decision by the end of the evening. So guess with that I'd like to ask Bonestroo to start the presentation.

David Burch:

Are we on camera, TV or otherwise?

John Steinbrink, Jr.:

Just on audio.

David Burch:

Are we on?

Michealene Day:

You're on.

David Burch:

Alright. Some places I have to see where the TV camera is. I'm Dave Burch from Bonestroo. Thanks. Like going either first, second or third. So that's a perfect. Thank you very much. It's our pleasure to be here. Thank you very much for the opportunity. I understand we'll keep it to about 10 or 15 minutes. I have a brief PowerPoint presentation. John will hand out the handouts for that presentation. As he queues it up we will just step through it.

You have our proposal so I won't go too much into background, but I've been with Bonestroo about nine years. Prior to that I worked with Waukesha County Parks doing a variety of parks, comprehensive plans, trail plans and land acquisitions for the County for 20 years. It's been my pleasure the last nine years to work with a pretty neat team from Bonestroo, landscape architects, planners, scientists, engineers, CAD techs and construction inspectors.

I just want to touch on a few key issues that were in our proposal. One is that our approach is consistent with the Village's vision. It's tailored scope of services is based on our understanding of the RFP and discussions with John and also a little research on our own about the past work that's been done in the Village. Our experience leads to results in built facilities. We are always dreaming and hopeful that the plan doesn't stop with the plan, that it actually becomes a facility and a number of facilities that link together and get built, and I'll talk a little bit about that later in the presentation. And then we have some examples of sustainable connections that have improved communities and naturally have in some unique ways have tied communities together.

We did take a look at the map that we received based on I think it was the late 2005 or 2006 plan. We started looking at some of the deficiencies in the plan and areas that we want to target. And then based on our conversations talked to John about the five target areas that you want to spend some particular attention to, and we've included that particular attention in our scope. We understand that connectivity is key to this plan. We also know that there are multiple jurisdictions involved, and we have quite a bit of experience working across political boundaries to make trails happen.

We know what your needs are and, of course, throughout the process we're good listeners, too. It doesn't really end with us starting the project but it begins with us beginning to listen to you as we do our kickoff meeting. We know we want to focus on the five neighborhoods. We have a pretty good understanding of the time line and budget based on the RFP and our discussion with John. And we understand that the plan will be sufficient enough to take you to the next steps. And what I mean by that is there will be enough detail in there to take to the next level for construction documents and implementation, or if you choose to go after funding that plan will have enough detail and accurate cost data for you to take it to the next step.

Briefly, our scope of services are pretty simple based on the budgetary constraints that we were given. Project startup is one of our first things we do, get everyone on the same page. At that time we talk about project schedule, vision, things that you haven't liked about your last consultant or things that you want us to do better, areas for improvement. We appreciate that time together at the kickoff meeting. Existing facility evaluation we'll spend some time looking at existing facilities and looking at the gaps in the network. Typically we use walkability and bikeability checklists. I'm not sure if you're familiar with those but those are proven documents that have a series of questions that allow us to connect the dots, if you will, in assessing an area whether it's bikeable or walkability.

Community participation this is something that we really love to do, and sometimes it's not always easy to do, but we do believe this is a very public and open process and we've included opportunities for that in our scope, whether they be a part of this meeting or separately scheduled meetings in order to coordinate public input, whether it's neighborhood by neighborhood or as a Village as a whole. Then we move to a preliminary plan based on what we've heard. Normally we have another opportunity for

public input between preliminary and final plans. And then we move into a final plan document that's suitable for adoption.

Well, I'm here as one person representing a team of people. I don't do all of the work although I'll be the face that you see. I'm not here to just sell you on something. I'll be the lead person on this project. We have other disciplines in our office. Brian Lenney, the picture on the right, is one of our wetland scientists and has done a lot with floodplain, floodway, wetland delineations and permitting, knowing that some of these projects may have impacts to the resources. We want to address that in our plan and identify where those hurdles might be so that when you go to the next phase you know that there might be some resource and permanent issues as part of that project.

Engineers on our staff, the lower picture on the right is Amy Plato, one of our engineers walking with our client in West Bend. It was right after that bridge had been set and now they were talking about how to make the trails which had some cultural significance in the area and a lot of wetlands, how to make the paths connect to that bridge which had just been placed. So Amy is one that you'll probably see on this project. Brian is one you'll see on this project, and we have some other people in our office that will be helping me. I've provided a level of effort based on some of the people you'll see working on our project.

I think that the diverse project teams have a huge advantage as opposed to just doing a plan with planners, that we are foreseeing some of the issues that you might have as you go to construct. And I think there's a huge value in not only doing a plan that makes sense but having a plan that has thought ahead to permitting and constructability and in all cases how it could be funded.

Here's some project examples. We've been involved with the City of Brookfield now for five phases of their Greenway Trail implementation. I should give due credit to Schreiber Anderson. They did the master plan for that a number of years ago. Our job was to take the master plan and then make it work into implemental sections, phasing and getting it permitted and getting it built. So we've built a number of sections now. The sign on the upper right was a temporary trail rules and safety sign. As we first built the trail we wanted some temporary signage to go in. Since then the lower left represents the trail head with benches and bike rack and eventually there will be additional plan material around that. But it's a way to start identifying the trail system as the Greenway Trail. As people see those signs now they know that it's a part of the City's system.

The plan that you see is actually a multijurisdictional project that involved the City of West Allis, City of Brookfield, Waukesha County, Milwaukee County and DOT. We had to get under an I-94 bridge to connect to neighborhoods and two parks, and the trail project recently just won an award. It was a very tough project. It took about four years to get done, but the initial plan that we did made some sense. The DNR permitted it on a pretty quick basis and it ended up being a neat connection between neighborhoods that

had some security issues. It wasn't visible from the road. It wasn't visible from the homes. They were really worried about how this looked. So we opened it up a little bit, gave them some land management guidelines and provided a trail that connected neighborhoods, two parks and made it a safer place to be.

The City of New Berlin we did a series of alternate transportation projects for them. It was five that we designed. One got built, but all of these had some element of either on road or off road facility. Most of them were to connect parks, although we did work with a number of developers in an effort to have the developers pay for the trail along their development, and that turned out to be highly successful and helped ease the financial burden on the City to have the developers pay for that section of trail. We also had some boardwalk sections that had to be built across some wetlands. This is another example of—you see the picture on the right was originally a straight shot that the City had wanted to do based on an old plan. We took that and worked with the grades to make it accessible, put the curvilinear trail in there and ended up being I think a more pleasant trail experience for the users.

The Village of Lindenhurst, this is in Illinois actually just over the border, and we did a comprehensive bike and ped plan for them. The trouble with a lot of Illinois communities is they're all built out already. It makes it very challenging to come back and retrofit pedestrian and bicycle facilities. This was one that we had a lot of proposed bike paved shoulders and bike lanes. But we did have some opportunities to get off the road and most of it was through forest preserve. So we had to coordinate with the local forest preserve district in order to accommodate off road trails. They haven't built any of these yet but the plan was completed and adopted, and they're quite excited about the next steps to start connecting the Village of Lindenhurst, the Lindenhurst park districts and the forest preserve with the neighborhoods.

This is really my time to stop talking and listen to your questions and answer your questions. So thank you very much.

Michealene Day:

Thank you. We'll start to my right. Do you have any questions?

Monica Yuhas:

I notice in the packet that you have broken down everyone's degrees and their knowledge and different projects that they've worked on. How many people is it going to take to work on this plan?

David Burch:

In our whole office?

Monica Yuhas:

Yes.

David Burch:

Do you have a copy of the level of effort that I provided in our proposal?

Monica Yuhas:

Right here. So everyone that's in here would be working on the plan?

David Burch:

In some regard.

Monica Yuhas:

In some way?

David Burch:

And some of it is with just review and some of it is certain segments of the final report. Like I indicated to you I would take the lead in the project, but we do have probably five or six people that we've identified, eight in the proposal that we've identified to work on the project. So they all have some areas of expertise that I like to incorporate into the plan. When we talk about specific details of those neighborhood areas two or three of those people are directly related to that additional detail you would like.

Monica Yuhas:

Thank you.

David Burch:

You're welcome.

Michealene Day:

Glenn, do you have any questions?

Glenn Christiansen:

No.

Rita Christiansen:

John, could you go back to the slide that shows what our draft is? Specifically based on what we have up here as our draft and what you're proposing, what would make your firm the firm of choice?

David Burch:

I think one thing I would say first of all is the fact that one thing I didn't see was a lot of north/south connections in our plan. And I think the other thing is we've had experience with—our team members most of them are bike riders and two of them they say they're walkers but they drive to work, I know that. I think the fact that when we actually go out and look at these areas we have experience with looking at how to make the existing facilities better and how to make proposed facilities work. I'll go back to being multidisciplined in the fact that it's not just one person's viewpoint that ends up being the best solution. That usually it's a brainstorming effort from a multiple number of disciplines that make it work. So I would say that that's one thing that we have to offer.

Michealene Day:

My question would be I see at the end what your proposal amount is. Is that all inclusive, or when we have community meetings and discuss this is there extras? How is your fee basis started? I see you have your lump sum quote, but then you also have at the end of your proposal your unit prices. Can we expect it to come in at that, or is that just a beginning figure where we're going to have a lot of little extras involved?

David Burch:

No, I would say the number on page 12 is accurate to what we see including all the meetings you've asked for. If there's meetings above and beyond that then we would negotiate a number that fits within your budget. We provide the level of effort so you can see what peoples' rates are and about how each person is doing for the project.

Michealene Day:

Okay, thank you.

Michael Russert:

My question is in your packet with the Cardinal Park Plan where you had to build or over or under 94, we'll have a similar situation where we have to cross Highway 31 or Green Bay Road. I just want to know what kind of challenges you had going under 94 and seeing how that would maybe apply to our Green Bay Road.

David Burch:

I think coordinated efforts with DOT officials is one of the—it's either that or DNR. What we like to do is an early walkthrough with those officials, and that might be incorporated into one of our meetings where if that's a particularly difficult spot where we know we need to cross we'll arrange to have an onsite meeting with those officials at the site. If we do that in the planning process and start addressing it now, when it does become a real project at least they know it's coming and there's a desire there. There may be also an opportunity for funding from that agency. So what I call early reconnaissance is really important with regulatory agencies and agencies like the DOT. So I would consider that to be one of the first meetings that we actually invite them to, or if we need to go to their offices or get on a conference call and do some early coordination with them.

Michael Russert:

And then with that was there an option to go over 94 or was it only an option to go under 94?

David Burch:

They gave us two options, go around or go under. Going under was—the biggest issue was the amount of debris under the Interstate. There's a gap between those two lanes and it seems to be an area where people have decided to get rid of lots of junk. So when we first looked at it, it was filled with glass and metal and remnants of car accidents. It looked like some homeless people had been living down there for a while so there was some shopping carts and other things. So part of it to make it safe was to look at lighting and remove vegetation that was overgrown that had been ignored and open that area up so people felt safe going under there.

Michael Russert:

Thank you.

Kathleen Burns:

I found most of the questions I had answered in the proposal and presentation. Thank you.

William Mills:

Just two questions. First question, do you have previous experience with the Village of Pleasant Prairie?

David Burch:

We do. I can't tell you everything we've done but I know we've done some storm water work and some water work. I almost brought Mustaffa with me tonight to help me out but maybe John can. I haven't been directly involved with those.

John Steinbrink, Jr.:

Bonestroo has worked with us for our storm water master plan, and they're actually in contract right now to do a lot of our sanitary sewer, lift station design and overview. Mike, if you want to add anything else to that.

William Mills:

And the second question was just in terms of you've broken out your plan into different phases. Could you give us some idea as to time line? How many months between each one of those different phases?

David Burch:

Usually one of the first things we do at the kick off meeting is to define that schedule even more. I know we've promised to hit your deadlines of draft by October 1 and final by December 1. Based on—let me get to my tasks. The kick off meeting is something that may happen as quick as a week after the agreement is executed. In some cases where we have an existing relationship with a client we go ahead and get it done to get the project going. The existing facility evaluation data gathering I think we would have that done by mid April to end of April. For the task three, community participation, that I would like to spend some time talking about and really defining how we get the most participation. I could throw out a bunch of dates, but it's really up to you all to help us understand what the best possibility is for getting people engaged out and whether it's getting information on the website or newsletter. We've done some where we hold it in conjunction with a special event where we know there's going to be a lot of people there and we have a little booth to talk about the planning process. That is sometimes effective. So that is something we'd want to work with you on to make sure it's scheduled for the right date and time.

Once we have that done the preliminary plan is something we could probably do in 60 days. Then we allow time for reactions and meetings and refinements to that. And then once we have all our input I think 30 to 45 days is enough to wrap it up. So I don't see any issues in meeting the deadlines that you expressed in the RFP.

Michealene Day:

Thank you. Does the Commission have any other questions? Thank you, Mr. Burch.

Mike Pollocoff:

To follow up on Michael's questions about dealing with the DOT on the underpass that you did, to what extent have you budgeted in your level of effort for that work to take place?

David Burch:

For those meetings?

Mike Pollocoff:

Yes.

David Burch:

The way we do it is every second and fourth Tuesday at their district office they have open meetings where you can go in and meet with all the division leaders. I don't know if you've ever gone to those. But that's typically how we do and you've got all the people around the table at the same time and we're already there for other projects. So it's our way of streamlining it a bit so we may be there for three other projects so it's a cost savings to you.

Mike Pollocoff:

Okay, so who typically would be at that when they have their open meetings?

David Burch:

Todd Becker is the one. From a planning standpoint Todd Becker is the one we typically have dealt with.

Mike Pollocoff:

No, I mean from your shop.

David Burch:

From ours it would probably be myself or one of our engineers or transportation engineer.

Mike Pollocoff:

When the project is completed, how permit ready will this project be? I mean aside from

design?

David Burch:

As far as permit ready you have to have final construction documents so in that regard it wouldn't be permit ready. You would need construction documents for the selected projects that you would implement out of the plan.

Mike Pollocoff:

So based on your work with the DOT . . . that you'd be giving us, aside from getting the design put together what would be the level of approval we would have from DOT?

David Burch:

Nothing other than recognition that these projects are coming. So typically what we do when we have a final plan is we put a memo together and we send it off to the DNR and the DOT and indicate this plan has recently been adopted and you may see this project coming forward and thank you for your input to date. It's enough to open the door a little wider when you go to construct.

Mike Pollocoff:

What percentage of your level of effort have you allocated to this?

David Burch:

For meetings, for coordination?

Mike Pollocoff:

For dealing with crossing the State highway.

David Burch:

I would say six to eight hours total. And that's wrapped into our preliminary plan effort and community participation.

Mike Pollocoff:

Tell me about the most difficult project you've worked on in terms of not the degree of difficulty but completing it. You don't have to say the communities name but what are some of the problems that can develop in preparing these plans?

David Burch:

I would say it had to be City of Brookfield and our recent project at Mitchell Park which still isn't finished and it's on year five. Mainly because of the butler's garter snake issue, crossing a county trunk highway connecting to a county park, getting over the Fox River where the City was in the process of changing its floodplain ordinance at the time we were doing the model, and deciding how to best go about the permit process with the DNR because we had to enhance the butler's garter snake habitat as part of the permit, yet we had to provide new upland habitat for the snake while at the same time minimizing the impact to the wetlands with a boardwalk and keeping the cost under \$500,000. So I would say that's-

Mike Pollocoff:

That's the project where you're actually doing the design. I'm talking about one where you're preparing the plan.

David Burch:

We did the master plan for that first.

Mike Pollocoff:

And that was difficult in and of itself?

David Burch:

Yes, mostly because we knew most of these proposed improvements were going to have regulatory issues. But the City adopted the plan as we prepared it and then decided to move forward with implementation. I would say that was probably the most challenging. We also had to look at a number of alternatives in that process of using existing roads, River Road is the specific side on the south side of Mitchell Park. There is a navigable waterway on the north side of River Road which made it almost impossible for us to expand that road to provide a trail right along the road. Therefore, we had to go through the wetlands and the habitats. We had two or three alternatives when we finished our plan, but we picked the one that we thought was going to be the one met with the least number of resisters. But it turned out it didn't matter which one was selected. They all had some challenges.

Mike Pollocoff:

And so just to summarize you're proposing to complete the plan with 53 hours of labor?

David Burch:

Correct.

Mike Pollocoff:

I have nothing else Madam Chairman.

Michealene Day:

Thank you. Thank you very much for your time.

David Burch:

Thank you very much.

John Steinbrink, Jr.:

The next person that we're going to ask to present would be Catrine from the Bicycle Federation of Wisconsin.

Catrine Lehrer-Brey:

I'm going to start out today by going a little bit into the background of the Bicycle Federation of Wisconsin just because we're a little bit different than the average firm that might have replied to your RFP. We're a nonprofit advocacy and education group. We're mission driven and our mission is to make Wisconsin a better place to bicycle. We have 3,200 members Statewide that are cyclists of all types, commuters, mountain bikers, everything from recreation to professional cyclists.

And we really are working to build relationships Statewide for bicycle advocacies, so we have contacts at the local level with local governments and all the way up to the DNR and DOT level. We work with the DNR and the DOT to review plans. Right now I'm working in the Menomonee Valley to review a bike trail that's part of the Hank Aaron State Trail which is managed with the DNR. The DOT got involved with a grant for the DNR, and so we're working with Tom . . . which is a bicycle and pedestrian employee with the DOT, just looking to make sure the bicycle route, well, it has to go down an amazing grade is a really short area. So it's been an interesting project in working with these groups and try to please it seems like absolutely everyone to cover in that plan.

So we work in many different ways and that's kind of an engineering example. We also work through encouragement and have bike to work week. We recently were in an unfortunate situation in Kenosha County for a ghost bike candle lit vigil in results to some of the deaths that had occurred with pedestrian/vehicle accidents. We work on things like that. In education, on a happier note, we get to teach kids how to ride bicycles safely in traffic. And we work a little bit law enforcement in how to control traffic and

that kind of thing around schools as part of our safe routes to schools program.

So we have a pretty broad basis of things we do. But we're unique in that as an organization we want bike plans in the communities. That fulfills our mission. We have experience in doing this. We work really in the implementation in making it happen. We have a history of plans, we'll finish them, but we'll go back and help with applying for funding for transportation enhancement grants through the DOT. We've worked on the City of West Allis bike plan and they were putting bike lanes in before we even finished the project. We worked very closely with the City engineers for that to happen.

We have a small staff. There will be three of us working on this project, myself, and we hired a new Executive Director and so he will be with us, Kevin Hardman, and Jack Hart was our former Executive Director. And he's staying on and will work more in the advocacy role throughout the State. But because of his knowledge and his history with the Bicycle Federation of Wisconsin in the planning area he's definitely going to stay on to help me out with his historic knowledge of working with the DOT. He basically started the planning element of a bicycle federation and has been the lead on multiple projects. So his knowledge will definitely be present.

Actually one more thing back to Jack. He told me to mention that he's really sorry he couldn't be here today. He's got family and couldn't make the meeting last minute, but he lived north of here in the White Caps Subdivision so he's biked through Pleasant Prairie so he's familiar with it. I'm sorry I don't know what the White Caps Subdivision is. I know it's north and west of here. So a little bit of local mileage, local familiarity I guess I would say.

So in our project approach I think the most thing we believe in strongly from working on other plans is that you really need local buy in. So we really try to put a lot of stress upon the public outreach in those first couple steps of the scope. Because if you don't have public support it makes implementation very difficult. We dealt with this a little bit in West Allis because West Allis is just west of Milwaukee and it's a little bit more of a blue collar neighborhood, and I don't think that they really saw themselves as avid bicyclists and that their neighborhood would be this really great bicycling neighborhood. I think there was a little bit of an image issue. But we had one other person that was just really excited about it, and we worked with these public meetings and we talked to people, and I think slowly they started to realize it already was there. There were people that were biking to the Wisconsin State Fair because it's a couple blocks away from them.

So working with the public and getting them to understand what it is to have a bike plan, what bike lanes are, what that means for them as a driver, as a cyclist, what it means for the kids that might need to get to school. That public support is absolutely critical especially when it has to do with public funding for implementation as well so it's quite helpful.

And then going into the professional analysis that's kind of a key to what sets us apart as an organization. We're avid cyclists. Each of us on staff commutes to work on a bicycle. We live what we recommend. We make a point of being familiar with State and national standards, knowing what emerging designs are coming up. Right now there's something called a sharo . . . and it's something that's painted on the road that isn't a bike lane and it isn't a bike route, and it's right now being revised to be accepted in the manual uniform control traffic device, MUCTD we usually call it. So with that professional analysis we bring a perspective that is very specific to bicycle and pedestrian planning. And then take that and package it up into a plan and a recommendation which is designed to be referenced and implemented, not to collect dust.

These are a few images of the plans we have done. Mt. Pleasant is a good example because it's near here and has a little bit of a similar pattern in that there are a few subdivisions that need to be connected to connect neighborhoods. It was kind of a little bit more of a rural area I guess when you compare it to working for Milwaukee. I believe Jack was the lead on writing that and he said that there was a similar budget for writing that plan.

The City of Green Lake was quite small and they were a great plan for us because we helped them to write the plan and then after the plan was done we secured a grant for \$500,000. It was from the DOT. And if you go to the next slide for just a second this is the map we created for them for the plan. Just to the east side of town over here is a really large conference center. Then we've got a State highway that runs up into town. What we really wanted to do was connect the town where the people live and where they buy their coffee in the morning to this conference center and vice versa if somebody was staying at the conference center and they want to check out downtown. And all there was was this huge highway with no connections for bicycles or pedestrians. So this grant got written to the DOT and \$500,000 was awarded and it will be implemented soon. We were very helpful in writing that grant.

Next was the off street bike way study for the City of Milwaukee. That was mostly a GIS analysis of looking at open space and property in Milwaukee that could be developed for off street trips. So it was a little bit more of the GIS analysis of really just breaking down how much room do we have, who is it owned by, what is our potential for making connections to Milwaukee County which has some fantastic looped trails, really looking to see if we could close some gaps I guess you could say.

And the finally the West Allis bicycle plan was fun. I was the lead on writing it and that was a really great example of making connections between where residents are, where people work, where they shop, and really providing a network so that people can really use bicycling as a mode or walking as a mode to get their errands done and to get to work and that kind of thing. That was where we had lanes striped before the plan was even done. They were so excited. So the next two slides are just example maps just so you

can get an idea of those connections.

The next one was West Allis. There was an off street trail that runs kind of mid town in the big park on the west side. It's connected basically east/west right across town. And that was something that the City worked with SEWRPC. We were helpful but we kind of came in towards the end. The plans were already in place and that kind of thing, but they were really having a difficulty dealing with crossing a railroad. And I think they ended up going under. It was a lot of work and very difficult. I wasn't part of it but I got to see that this poor trail got delayed like five years in the process of getting it done. My lesson I think working on this project was this map. We created this ideal network where we got north, south, east, west connections and then phone call after phone call we got from West Allis and they're like, you know, politically it's not going to work. You're going to have to take it out.

So we came up with some compromises. There were some things as the Bicycle Federation we said ethically we can't say that this is a bicycle network that we believe in. You can't take off every east/west connection. People aren't going to get anywhere. So we said why don't we put it in a later phase. In ten years a lot can change and it's good to have it in the plan because, for example, there was a north/south connection that the DOT is working on. I think it's 92nd Street or something like that. And we have it as a bike route. The DOT wanted to make a bike lane and widen it, and West Allis wanted to put more of a focus on pedestrian things and didn't want the bike lane. And they were able to actually, even though the plan wasn't adopted that we were writing for them, reference this map and say we've done our work and we're acknowledging our bicyclists. There was a bike lane two blocks west of that. So, anyways, it helped to go through the process with the DOT for them to look at our plan and be able to utilize that to get through that process.

The next slide are just a few examples of different things we've worked on with other municipalities that we would possibly recommend for your network after we're worked with you and what's available and what different construction projects are going on, examples of different infrastructure things that could go in.

Next slide, again, kind of a little bit back to the scope, key things that we think are pretty important in kicking off this process of getting really a much better understanding of what you guys want to see in the future of Pleasant Prairie.

Next slide please. I think a lot of that is key of kind of knowing what's going on. I'm just looking in the minutes of the Park Commission thing and I noticed there was a lot of construction coming up. I was reading the minutes of the meeting in December. I read that and I thought, oh, I wish I knew which ones they were talking about. Because getting in on that and talking to the DOT right away and saying, hey, you know if you can widen that shoulder we can put a bike lane there. In working through that process I think timing is critical. And if that can be done I think a lot of headway can be made. I

will admit Jack is our rock star. Unfortunately if you have detailed questions about that process I have to refer to Jack. But I've seen him do it. I just haven't done it myself.

And the last slide kind of pulls around. I think one thing was that it wasn't necessary in your request for proposals, but one thing we try to do with a lot of our bike and ped plans that we write kind of rounds out the processes of not just leaving it just with engineering but bringing in education and encouragement. Things like the bike to school programs, we've worked with different communities and school districts to write those proposals and get funding. Frankly, those are the cheaper elements of bringing a bike plan to fruition. We learned that with the Village of West Allis because it looks at the infrastructure costs that we brought to them and we're like, whoa, this is a big part of our budget. So it was a lot easier for them to take off smaller bites and say but we can talk about getting our kids to school safely. We can look at slowing down traffic. There's a lot of different elements that can make it a safer place to walk and bike that don't always involve widening highways and big expensive projects. And as long as that's on the radar in the future there's other work to be done.

I think that's about it. I'd like to finish with just hitting home the point that we're a mission driven organization, and we want this plan to happen regardless of who does it. We really like to build up a relationship with the Villages we work with because we keep in touch. Helping out with funding and implementation is part of what we do. Thank you.

Monica Yuhas:

My question is what happens to the planning if something were to happen to Jack? Because right now I see there's three of you. If Jack is taken out of the picture can the plan still be put together in a timely fashion? Are you still able to meet the requirements that the Village is asking of you?

Catrine Lehrer-Brey:

Absolutely. I think that Jack has passed along the contact information to work with the DOT. And while I don't have his experience working with the DOT I have the phone numbers and the e-mails addresses. We don't have him in kind of our level of commitment in our scope of services . . . his hours are more great and he's more of the icing on the cake I believe than the structure of what we're doing. And I don't expect him to go anywhere. He's not allowed.

Glenn Christiansen:

The project of Green Lake with the half million dollar grant who provided the money?

Catrine Lehrer-Brey:

I believe it was a transportation enhancement grant from the DOT. It's SEMAC . . . it goes every other year. So one year SEMAC . . . gets awarded and one year it's the transportation financing.

Glenn Christiansen:

How involved with the project was the writing of that grant?

Catrine Lehrer-Brey:

The writing of the grant was actually something we had already done with the plan so it wasn't in the contract at all. The woman that we worked with, Laurie Bernard, is actually our contact as a reference called us and said, hey, help me out with writing this plan and we did. That's what we do.

Rita Christiansen:

Can you tell me about what kind of feedback you got from residents regarding proximity of trails to their homes? Sometimes we have the mentality of not in my backyard. So are we going to have this same opportunity to educate people and what have you learned in the process of other plans?

Catrine Lehrer-Brey:

I haven't heard of that in Milwaukee or locally. But prior to working for the Bicycle Federation of Wisconsin I worked in Texas. There was a trail system in the Ft. Worth area called the Trinity Trails. It was a network of trails that ran on levies but it ran through a lot of people's backyards. And they were very concerned with the type of person that a trail would attract and thought maybe that was a bad thing. They were worried about crime and that kind of thing. And the best way we found to appease those things, because you don't have numbers, before it's occurred you can't say—we can say other trails are safe. But another thing we were able to tell them was that often their property value goes up. People love to live near trails and that was a specific that we could show them.

Another thing I think the appease their fears on a project I worked on we just made really sure to tell them that it would be engineered for safety right off the bat, that it was something being thought about. In the case of this plan we made sure there were a lot of way finding signage, so that if something happened to someone they'd know where they were on the trail because sometimes that can be very difficult if you're out on a rural trail. You're like I passed a bridge. So working with designing for security whether it be lighting, way finding, call boxes can get expensive in a trail, but if it's that much of a concern it can be done. And then really working with the outreach and talking about a lot

of the benefits of the trails. It's hard to change peoples' perceptions but education.

Rita Christiansen:

Okay, great. Thank you very much.

Michealene Day:

Michael, do you have any questions?

Michael Russert:

Not at this point, no.

Kathleen Burns:

Tell me about formation of the steering committee. Have you done this with all your projects?

Catrine Lehrer-Brey:

Yes. I think sometimes it can get difficult. It really depends on the size of the project, the size of the community. Because when you get 30 people together it's so hard to get schedules to match and that kind of thing. So we recommend to keep it feasible. You need a meeting space that will work in times like that. But to get the different players involved that are going to work with the implementation I think that's one of the reasons that in our West Allis plant it was being implemented before it was even done, because we had engineers at the table from the beginning and they got really excited about it. And they knew. He's like, Catrine, I'm going to be out on 108th Street next week painting. Do you want me to paint stripes? I looked like as long as you have permission I'm not going to say no. It's part of the plan and that would be great.

So working with getting somebody from the schools I think really helps because you often have children involved in trail projects. Definitely engineers or different people working for the municipality that are going to be maintaining. I think you hear a lot of issues with I don't want to build something that I have to maintain that's going to be expensive or impossible. Getting the people involved with the number right off the bat so that this plan doesn't get published and people are shocked by the cost for painting, striping, whatever is necessary. Parks people are very helpful. There's a lot of knowledge right in these municipalities that we work with that we draw upon.

William Mills:

One of your deliverables is construction maintenance cost for the trails. But I've noticed

that with your background you don't have as strong an engineering presence as some of the other companies. How do you get to getting accurate cost estimates?

Catrine Lehrer-Brey:

Most recently I've called Dave . . . for the City of Milwaukee. He's the bicycle and pedestrian coordinator for the City of Milwaukee. He works directly in the public works department of Milwaukee and sits right next to the guy that buys the paint and does the striping. So he has the most recent bid out to see what costs are. Pulling from different projects that we've worked on and the people that are currently implementing we're able to get a pretty fair estimate from multiple sources and what the latest costs are on printing a bicycle map or something that costs other people that we work with.

William Mills:

How about dealing with floodplains because definitely in part of our plan if I remember correctly we're going to have those sorts of issues. Have you had those issues at other communities that you've worked with?

Catrine Lehrer-Brey:

I personally haven't. But I'm also not—I think through my background working with GIS, being able to easily work with the maps to see what is and isn't in the floodplain. And then working with some of the national best practices and standards. There are definitely other people who put bike trails through floodplains. We've got some e-mail lists and stuff that we'd shoot out a question to and say, hey, what have you guys done and what worked and what didn't work in terms of knowing what materials to use and that kind of thing.

Mike Pollocoff:

Going through your document in your project approach you outline a level of effort that's 118 hours. And in your plan costs you're identifying 98 hours. So which would be the—

Catrine Lehrer-Brey:

The plan cost in the table that ends up as \$7,454?

Mike Pollocoff:

Right. If you go back to—

Catrine Lehrer-Brey:

Under the phasing.

Mike Pollocoff:

Under the phasing under your hours that equals 118.

Catrine Lehrer-Brey:

That would be a math error.

Mike Pollocoff:

But on which end?

Catrine Lehrer-Brey:

I think when it comes down to it when I hear that the other firm was 50 hours we're very flexible in setting up our scope of services and our level of effort. We are a small firm and we propose more hours because in our regard we're the advocates so we feel like we have to put out the best plan we can possibly make because it's going to be look at as an example set for others. And so there's three of us working on it and we can afford to put more hours into it. I think we'll definitely not have a problem fulfilling the scope as stated in the proposal within budget. Whether it's five hours here or five hours there, move around, I think we're very flexible with that. Having to defer we would stick with the lesser amount of hours for the \$7,000 amount.

William Mills:

Mike, sorry to interrupt. Is your math correct? We were just thinking we've come with 98 versus 95 so definitely a difference but a little closer.

Catrine Lehrer-Brey:

I was expecting there be a small discrepancy because I thought there would be some overlap that I'm going to be working with Jack and there may be hours put in that we're both going to be working on part of the public outreach strategy.

Mike Pollocoff:

You're right, 95. I counted a number twice.

William Mills:

So 95 versus 98 and there is a discrepancy there.

Catrine Lehrer-Brey:

We'll stick to 95. We can do it.

Mike Pollocoff:

Then the other thing as far as in dealing with the DOT I know you've indicated that the engineer on the project is going to be the one who will detail it. Again, at the point what level of approval on your previous plans, not your design, if your engineer has done the designs, what level of approval have you had by the DOT before the community is engaged in that next step to start construction drawings?

Catrine Lehrer-Brey:

Again, I think it's been more of a blessing from the DOT, an acknowledgment of yes you've done the work. I think that at that level we can't provide you a detailed engineering plan so the DOT can't officially sign us off. But working closely from the beginning in getting the engineers to kind of take our perspective when you have the car versus bike war helps a lot.

Michealene Day:

Any other questions? Thank you for your time.

Catrine Lehrer-Brey:

You're welcome. Thank you.

John Steinbrink, Jr.:

The next and final presenter is going to be Matthew with Schreiber Anderson Associates.

Matthew Bruczyk:

First off thank you for the opportunity to be here today. Thank you, John, for your help. Pleasant Prairie has a good system of parks in place and a good plan in place I think and we're excited to be a part of that just to let you know that off the bat.

I'd like to just stress from the beginning is the fact that we are a multidisciplinary firm. I do planning. We have a lot of engineers, landscape architects. We can do pretty much everything for these kinds of plans, parks and open space plans and bike and pedestrian plans. So just keep that in mind as we go along here. I think it's particularly important because there's a level of the park and open space plan that you have and what we've

determined meeting with John and trying to figure out what you want. That approach I think is going to help along the way.

So what do I mean by multidisciplinary. As you can see 14 landscape architects, a group of planners, civil engineers and transportation planners. Certified planners, members of pedestrian and bicycle professional associations, landscape architects, league cycling instructors. I'm a league cycling instructor so we have that kind of knowledge. Lead AP certified planners and designers and then professional engineers as well.

This is the kind of work that we typically do. You'd probably be most interested in the park and open space plan, master plan and the local/regional core plan. But paging through your park and open space plan I noticed there was a desire to develop the Des Plaines River and Lake Michigan shoreline and doing waterfront master planning is something that we do. Transportation planning, of course, that's kind of what I focus on. But within that there's roadway and pathway, promenade trail designs and then the street scape as well. All that will play a role in the plan that we do for you.

Continuing with some of the work that we do, multi-modal transportation is really my background, transportation management. Schreiber Anderson is the DOT sponsored or selected safe roads to school planning firm, so we've done safe roads to school plans for about 24 communities now. And within those plans we focus on elements such as complete streets, traffic counting, pathway designs. Our designers they're award winning street scapes. There's always a focus on economic and community development. We just were awarded the contract for bike and pedestrian plan for Jefferson County, and that's definitely a big focus on that is connecting the parks and neighborhoods and communities. So it becomes a destination. People search this out and it drives economic development.

Some project team, Schreiber Anderson cycling is a part of the culture there. I ride year 'round. I ride my bike to work and around town. I ride for recreation and I'm also involved with advocacy work in the Madison area.

So this is the project team. There would be three of us primarily working on the plan. Myself, nonmotorized transportation planner, transportation to man management which is essentially trying to get people out of their cars and using different modes. Up until about six months ago I was a transportation planner for UW-Madison. Just to give you an example on that campus we have about 60,000 people coming to campus every day, 12,000 parking stalls, so we had to get them there by means other than car. So I always keep that in mind when I'm doing bicycle and transportation plans that I have that experience for success in that way.

I'm a league cycling instructor with the League of American Bicyclists, so teaching cycling and I think that experience that I have it helps me figure out what facilities work and what facilities don't work just from personal experience. And then once we get into

Gil Jebney and Chris . . . their experience is much different than mine. Gil is a landscape architect. Chris is an engineer. So working with John and figuring out what you would like to see out of this plan I think we determined that Gil and Chris can really provide what you want. You can see their experience there. Gil is an avid cyclist.

This ridiculous list here is some of the things that we've worked on. I can't read any of those but most of them are—you'll see a lot of bike and pedestrian plans, safe routes to school plan. Then what I also like to focus on is make sure you know that we do trail plans, recreation plans, way finding, signage plans and then street reconstruction plans. So it's not just bike and pedestrian planning. I think working through what you would like to see and trying to figure that out I think what you want goes beyond just a simple bike and pedestrian plan. It's more incorporating it into the overall open space plan. I think that's key. I think that's something we can really work on.

This is just an example of that previous lists of recent projects in the Wausau area, the bike and pedestrian plan that we did. Like most plans it has the facilities improvements, recommendations and route configurations. But I like to focus on the bike and pedestrian programs implementation strategy. It's great to have the facilities planning in place, but unless you have that programmatic backing you may have these trails that nobody is going to use. So focusing on the five E's, education, encouragement as well and making sure we get people out there using these trails and using them correctly, feeling comfortable riding their bikes. In the end the goal is to get people riding. The goal isn't just to have the facilities, so it takes a lot of different things to get people riding.

So the approach that we are proposing for this plan, we tried to get a creative approach to it. Working with John and working through the open space plan we notice we have three corridors . . . and that's kind of what we'd like to focus on . . . talking street and path design but then also landscaping design elements. So the three corridors I guess that's what we would really be stressing. And then the process we're going to go through, this is where we tried to come up with something that would work within the budget and still provide you with a good product that would meet your needs.

So what we're proposing to do is hold a one day charrette with Village staff. We would do an intense work through of all of the issues and the corridors that you're interested in tackling here. I like the charrette idea because it provides us with some flexibility, instant feedback. We'd be working with Village staff and then whoever else the Village would like to include in that process. So working with them we'd have instant feedback on what they want to see and what they think of our ideas. So it's kind of a public input through the planning process, and it just provides a great collaboration venue. It's a good working environment I think.

Once we finish that charrette we would take back the ideas that we come up with back to our shop, prepare a plan, and then I would hold a public input meeting to show people the plan and try to get their input on that, see what they think, what they like and what they

don't like and just get their input on it. Then we would return to the shop and make the recommended changes and then finalize the plan. That's the approach that we would be taking.

This is just an example of the facilities design side of it, of the project of what we've done in the past. On the left the picture you can see the implementation side. Then the right providing you with the cross-sections. I think that's an important part of this project in coming up with these designs for the streets and trails that you have.

So back to the approach. There are the three corridors that I mentioned. This first one you can see it's in the north and south corridor, that's Highway H, so that would be an on street facility so we could provide you with the cross-sections for that street to determine what that would look like. And then that route goes through Prairie Springs Park so that's an off street facility then. Same thing for the cross-section for that. And then that leads to the Interstate area west of the Interstate where you'd be developing some commercial development like a job center there. So getting people from the neighborhoods surrounding that trail up to those jobs and enabling people to bike to work instead of being forced to drive. Or, if it's being able to bike to Prairie Springs Park or anything along the way there.

So, with those off street facilities and looking through your RFP and working with John on trying to figure out what it is exactly that this plan should include, the two pictures are just examples of the things we designed and the types of issues we'd be looking at. This is really where Gil's expertise comes into play, being able to design for drainage and buffering and landscaping. That really is his strength. I just want to stress that that's something we really are quite good at doing.

Corridor is 116th Street, all on street facilities. Again, this is where Chris's expertise comes into play, so designing the cross-sections with working with the complete streets approach, designing the street so it's welcoming to pedestrians and bicyclists and transit users and drivers as well, just making it a complete street. That's something that's Chris's specialty.

This is kind of an example of work that we've done. In the upper left there that's the kind of design guideline we would provide you with and just an example. That's actually a trail crossing at grade level there.

Then the third corridor, another east/west goes eastern areas, residential. As it goes west it's going through some proposed park areas, and then through commercial areas and then ending at Prairie Springs Park. So with this one we have on street and off street again. This would be the third corridor that we would focus on within the plan.

So getting back to Gil's expertise now, you can see an example of lighting design that we've done, sign design. These are things he can come up with these plans specific for

the trails and paths that you're designing, but hopefully what we'd like to see is that you can take the designs from this project and apply them to the future projects as well. Those are examples of the things that Gil has done. As far as signage goes if you want to have a sign or street facilities those are the kind of designs we can help you with. Then public involvement as well. That's probably where I would come in more so. Once we have that preliminary plan in place getting the input of the public, refining it to a point where it's acceptable for everybody.

So thank you. I guess, again, I just would stress the multidisciplinary approach. We have a really good staff that has a lot of experience in these types of projects. I think it's a good chance to build off the current Park and Open Space Plan as the transportation and bike accessory element, too.

Michealene Day:

Thank you, Matt. Monica?

Monica Yuhas:

Nothing.

Rita Christiansen:

You mentioned in the beginning of your presentation that you recognize that the DOT has safe routes to school, etc. Can you tell me when or how many years consecutive you received that acknowledgment?

Matthew Bruczyk:

Safe Routes funding is relatively new. It's only in its second year. The last year we did 15 plans for DOT, 15 communities I should say around Wisconsin and this year we're doing 9. So we got in on the ground level with the DOT on that. As far as the federal funding goes and the current funding that we're in it's a new project yet, new program.

Rita Christiansen:

So does that then mean you have established relationships with the DOT?

Matthew Bruczyk:

That's correct, yes.

Rita Christiansen:

And this firm has been in practice since 1984?

Matthew Bruczyk:

Yes.

Rita Christiansen:

And how big was the firm when you started or is it at the same size?

Matthew Bruczyk:

It started out small.

Rita Christiansen:

Three people, two?

Matthew Bruczyk:

I think it was two.

Rita Christiansen:

Can you tell me what roadblocks you see in regards to the plan that you've put in place and I lose roadblocks loosely?

Matthew Bruczyk:

I guess getting into more detail with the corridors we have proposed or that you proposed and that we're going to focus on and making sure those that the land we need to build those corridors is in place and we can actually build on that. I think that might be one of the toughest things to implement.

Rita Christiansen:

Some of the proposed areas that you're envisioning using have some wetlands to cross, etc.

Matthew Bruczyk:

Exactly, yes. And that's where I think Chris's expertise in engineering come into play. If we're going through a floodplain that's something he would be able to address.

Rita Christiansen:

And how many hours did you propose to spend on this plan?

Matthew Bruczyk:

I don't have that in front of me.

Rita Christiansen:

I didn't see it in here. Did anybody else?

Michealene Day:

Yes, it's in here. It's 77 hours.

Rita Christiansen:

Okay, thank you. That's all I have.

Michael Russert:

Have you worked with the Village at all in the past?

Matthew Bruczyk:

No, but in the area we're actually exploring trying to work with the Town of Somers and their core plan. So I see a lot of if that comes together just being able to take a regional approach to the outdoor park and open space plan in the area.

Michael Russert:

In your proposal of your three corridors how many miles total would that be combined roughly?

Matthew Bruczyk:

I'm not sure. What I remember . . . is it's about five miles . . . probably about That's the proposed area. I guess what we would really be providing here is the plans for that area, not necessarily for the whole stretch, but getting in on specific areas and figuring out what the cross-sections would be and the what the landscaping around that area would be. And then that could be applied to all the rest of this corridor as well.

Michael Russert:

Thank you.

Kathleen Burns:

You mentioned that you educate and encourage people to bike and to use the trails. Where does that fit into the project? I mean at what point does that fit into this proposal?

Matthew Bruczyk:

That's definitely where we would use public involvement, because we probably wouldn't be the ones holding the education courses. What we would do is plant that seed with the public and then just find champions that are willing to pick that up and spread the word. With safe routes we always work with like a principal at the school or somebody at the PTO. If they get excited about it then they can take that to their staff and spread from there.

William Mills:

Does this plan include the construction costs as well as estimates?

Matthew Bruczyk:

No, I don't think so. But that's definitely an issue for Chris to handle. I would defer to him on that. As far as I know no.

Mike Pollocoff:

In how you organize your tasks on how you're going to approach this project, do you see anything limiting about having the charrettes with the staff prior to public involvement?

Matthew Bruczyk:

The reason we decided on that was because of the strength of the current Park and Open Space Plan. I think we were able to—we felt comfortable selecting the three corridors that we did because they were selected—they're highlighted in the current plan. And we trust that the public involvement at that stage pretty good. So focusing on those three corridors I feel comfortable doing that based on the strength of the current plan. And then once we develop our ideas for those corridors taking those ideas to the public seems reasonable to me then.

Mike Pollocoff:

If the public isn't signed onto that, does your budget accommodate a

Matthew Bruczyk:

We definitely have space in the budget for revising the plan after the public meeting. I'm not sure how much revision they would ask for but we have allotted for that.

John Steinbrink, Jr.:

I have no questions.

Rita Christiansen:

To your point, Mike, I think reverse might be better because of the transparency with the public and then bringing it back to staff.

Mike Pollocoff:

I can see where . . . but this is our . . . complete . . . (inaudible).

Matthew Bruczyk:

I think that approach could be flexible. We have the public input meeting afterwards now, but I don't see a reason why that couldn't be moved up.

Rita Christiansen:

I'm sure that we have champions within our own community with regards to advocates for biking with the triathlon and

Matthew Bruczyk:

And if we moved up the public involvement to the beginning we could do a follow up. We've done online surveys. For safe routes actually we did online surveys through the website called Survey Monkey. They offer free surveys so we could set something up after we create the plan, an online survey that people could go to and say what do you think of this? And then we could get input afterwards that wouldn't take up much staff time. That would be a route that's inexpensive to do that. I think our approach is pretty flexible.

Rita Christiansen:

Matt, to that point then, can you tell me more about your approach then? Because based on your questions you're going to . . . input? When you put a survey out there you have to ask your questions in a specific manner otherwise your data and validity is skewed. So

what kind of experience do you have in that?

Matthew Bruczyk:

For online surveying we actually use online surveying as a way to get baseline data from the community.

Rita Christiansen:

But that's not my question. My question is what kind of experience do you have asking for those kinds of questions so your data is true and not skewed. Does somebody in your firm have that experience?

Matthew Bruczyk:

What we've done—that was the safe route project and there's a national center for safe routes for school planning, and they were the ones who set up those questions and they get consistent across the country.

Rita Christiansen:

Thank you.

John Steinbrink, Jr.:

I guess one question that I have is that the budget that the Village had for this project was \$7,500, and I saw you came in at \$8,599. If we are restricted to that number of the \$7,500, what kind of things would you have to do or eliminate or reduce to meet that budget number that the Village has set for us?

Matthew Bruczyk:

What I would probably do, I really feel like Gil and Chris with their expertise are the lead on this. So I may reduce actually my time involved with this. I'm involved with the whole process right now, but they're going to be taking the lead on the charrette, then my role could be enhanced in the office work where they would take the lead on the charrettes. So I think that would cut a little bit on there. But I definitely want to make sure that their expertise comes through on this.

John Steinbrink, Jr.:

And then by taking yourself out of the charrette how would that reduce the level of effort or at least the final project that we would see?

Matthew Bruczyk:

In my envisioning this the way I saw my role I was kind of the glue I think that would link Chris and Gil's expertise with what the city wants. But I think because of the experience that they have I don't know that they necessarily need me to do that. I think what I can add to the project I can give you something that we do after the charrette. I just think with the experience that they have it would work out okay.

Michealene Day:

Any more questions? Thank you, Matt.

Matthew Bruczyk:

Thank you.

Michealene Day:

Next process at this point?

Mike Pollocoff:

If you want to discuss it, we can discuss some of the strong points or weaknesses are. If you want to discuss the weak points or strong points or how you want to approach evaluating the proposals that we received.

Kathleen Burns:

Are we expected to select this this evening?

Mike Pollocoff:

You can. It's on the agenda so that you can select it tonight. You're not obliged to do that.

Michealene Day:

I don't know if you wanted to take a few minutes. In your packet we were given a bike and pedestrian trails plan. And we also had this sheet that actually gave you points. Perhaps you'd want to take a few minutes and on a scale of one to ten, ten being the best, maybe rate the three firms that were given to us and then we can have a discussion. If you wanted to take a few minutes and think about that. Say five minutes and then we can come back and discuss. Or, discuss first?

Mike Pollocoff:

That's fine, but I'd recommend that you recess while those are completed off the record and then we'll come back.

Kathleen Burns:

I'm okay with doing that, but with having read the proposals yesterday and today because of just having gotten them, I don't feel that I can come up with a fair evaluation in five minutes on a scale of one to ten. I'm just expressing my personal feeling. I think if people come out to put together something like this that I would like to weigh my comments and evaluation, reflect on what was said, and come up with what I feel is an evaluation reflecting of the integrity I feel for what they've presented. I don't know how other folks on the Commission feel. This is the first time I've rated this type of proposal. But in my experience of rating RFPs I don't feel I can do that in five minutes and give a fair evaluation.

Michealene Day:

I was just using five minutes as a--

Kathleen Burns:

I don't feel that I can do that without really re-reading these, making my notes that I scribbled on them cohesive enough so that I can then weight the pros and cons of what I just heard. That's just my feeling about what I'm facing right now.

Michealene Day:

Let's take a recess. We can meet and discuss how everybody feels, and then when we come back from the recess we can decide if as a whole we're comfortable with picking a person or we need more time to decide. Or, is that not--

Mike Pollocoff:

I think for open records you probably should--I mean you can recess and give yourself time to jot down some notes in order to take care of this while it's fresh in your mind, reconvene, and then decide how you want to do it.

Michealene Day:

Decide how we want to do it but give yourselves a few minutes here so we can all think about it?

Mike Pollocoff:

Right. You don't have to take notes but if you want to get some notes down while it's still fresh in your mind it will give you an opportunity to do that.

Michealene Day:

Bill, can you make a decision this evening?

William Mills:

I'd probably be able to answer better after my five minutes here and trying to get everything back together and make sure I do a good job of the notes I jotted down, etc. So I can answer that maybe in about five minutes or so.

Michael Russert:

I sort of agree with Kathy just to have some time to digest what was presented and also go over the plans that were provided to us.

Rita Christiansen:

I have to agree with Kathy. I need time to reflect, digest and really be able to

Michael Russert:

And one note, too, Mike, when we did this for the Master Park Plan we didn't make the decision that night either when we had the three proposals.

Mike Pollocoff:

It's just that we have to notice it on the agenda in case you decide you want to do it.

Michealene Day:

We don't have to but just in case we were going to. Glenn, since we are polling?

Glenn Christiansen:

(Inaudible)

Monica Yuhas:

I'd like to review it.

Michealene Day:

Okay, I was ready but I will defer. Since everyone was given their opinions I have no problem then since we are going to reflect on this to call this for further discussion and vote for next month then?

—:

Does it have to wait until next month?

Mike Pollocoff:

We'd have to extend the project deadline out.

Michealene Day:

Yes, we would have to wait to the next meeting. We'd have to have another meeting to call in for a vote.

Monica Yuhas:

Or can we have a special meeting?

Mike Pollocoff:

You can have a special meeting but your decision has to be—

Kathleen Burns:

But can we rank this and bring it back say in a day?

Michealene Day:

We'd have to call another meeting, a public meeting to do so.

Mike Pollocoff:

We can do that but the staff can't make a decision. The Commission would have to get together and take a vote.

Michealene Day:

So we would have to either call a special meeting or defer the vote until March's

meeting.

Rita Christiansen:

How far off would that throw the time line if we waited a month?

Mike Pollocoff:

I guess I'd ask the respondents if adding a month to the schedule changes anything they already have scheduled, any other work they have in place, if that would be acceptable.

(Inaudible)

Rita Christiansen:

Matt, are you okay with that, too?

(Inaudible)

Michealene Day:

It's up to you. Do you want to call a special meeting or do you wish to wait until the first Tuesday in March to do this? If we had another meeting it really would only be two weeks anyway so it's not really that much to wait another—

Mike Pollocoff:

No, it's not. From the staff's perspective waiting a month is not a problem. If you want to wait until your next meeting—

Michealene Day:

And vote on it. Is that the consensus?

William Mills:

Yes, let's wait if it's not going to make a negative impact to the project.

Michealene Day:

Do we need a motion or just defer the vote until the following meeting?

Mike Pollocoff:

Just defer it. I think only to the extent if you want to take some time to jot some notes down while you're here you can still do that if you wish to do that.

Michealene Day:

Let's continue on with the meeting then. There's only one other item on the agenda. So we will defer the—

Mike Pollocoff:

We need a motion to defer selection until the next regularly scheduled meeting.

Michealene Day:

Can I have a motion?

Kathleen Burns:

I move that we defer the vote to the next meeting.

William Mills:

I second.

Michealene Day:

All in favor?

Voices:

Aye.

Rita Christiansen:

Thank you everyone for coming out.

Michealene Day:

So if you want to jot down notes after, we won't close the doors or anything so you can take it home.

b. Discuss Ingram Land Donation

Mike Pollocoff:

As you read in the paper it came about a little bit suddenly. We had Frank and Dorothy Ingram had gone through some thought process on their own to leave a legacy in the Village, and they donated a significant parcel of land, roughly 30 acres. This is in the Whittier Creek neighborhood. They deeded it over on December 31st to the Village for use as a park. The Village President and I met with them. We committed that the land would be used in perpetuity as a park.

One of the things that the Park Commission is going to need to do is we're going to be looking at developing a park plan for that. We've got a park across the street that was in our neighborhood plan. Whittier Creek really didn't have—we weren't necessarily happy with the park plans we had in there because there was so much floodplain and wetlands in the Whittier Creek area. So this is a nice opportunity. It's by and large a very developable park. We've agreed that they can live in their house as long as they want until they pass away. The Village owns all of the property including the house. So at that point we can use that house for a park building and do programming out of it.

So we're not under a time constraint as far as how fast we develop it. It connects in at 89th Street off of Cooper Road so there's a lot of opportunities to use this piece of land to get people onto a future trail that we might come up with. We may select one of these consultants to prepare a plan for us similar to what we did on the Master Park Plan but focus in on this park in particular and then get it surveyed and see what we can do. There was some neighborhood planning, really a subdivision plan, this was going to be a part of a large subdivision, but we do have some engineering as far as one foot contour grades, so some things that we can use already to look at. Nonetheless it's a very nice park, a very nice dedication to the community.

Michealene Day:

The fishing pond, is there a lake right now or a little pond there now? I didn't think there was.

Mike Pollocoff:

There isn't. That was one of their requests. Basically their requests were pretty minor. They wanted a fishing pond for the kids. They wanted a maintenance free fence for one of the neighbors so that once the park became busy they wouldn't either be seeing or hearing, and you can't stop hearing, the impact of the park. And they wanted a trail so people could go in and out of it. They wanted to make sure that we weren't going to charge people to use the park which we don't do.

Rita Christiansen:

What is the topography of the land?

Mike Pollocoff:

It kind of slopes to the north. As it reaches or as it goes towards Jerome Creek that's the low point. So I believe there is some minor wetlands or floodplains that's on that north area. But it's fairly high. It's fairly close to the subcontinental divide on the east side.

Rita Christiansen:

And we have homes on which side?

Mike Pollocoff:

There's one home on each side. Outside of that it's undeveloped. We're already talked to the people who are wanting to develop that area. We've said you're going to have to design around this because this will be right in the middle of this neighborhood. The initial plans were requiring the developer to dedicate a road that would be on the west side of the property in one case, which would give that future development access to the park as well as the Village. It's a little more convoluted on the east side. It's going to require more planning to see how we can make that work.

Michealene Day:

Is this farmland right now?

Mike Pollocoff:

Yeah, it's been farmed.

Rita Christiansen:

And then these are their main requirements for the land donation which we can attain?

Mike Pollocoff:

Some connective trails, they'd like some trees and shrubs, like I say open for community use and the Village would commit not to sell it.

Rita Christiansen:

Any change you can throw a dog park in there?

Mike Pollocoff:

A dog park?

Rita Christiansen:

It's on my list. That and a skaters park, too. Sorry, I just think we need one for the kids. Skateboard park.

Mike Pollocoff:

Skateboard park. The insurance companies would love you.

Rita Christiansen:

Just thinking about the kids, that's all.

Mike Pollocoff:

That's what would be the planning process for the park, what we want to come up with.

Glenn Christiansen:

What is the narrow strip, that narrow strip running along the east side?

Mike Pollocoff:

That's ATC. There's some power lines that run down that strip there and they I had a meeting with them a couple weeks ago and they won't give us the land but they'll give us easement for park uses in that area so people can be under it and we can put play fields under it or whatever as long as we don't impede their access to the tower.

William Mills:

What are the small subdivided lots off to the east side as you go further north?

Mike Pollocoff:

Those are long deep lots off Cooper Road and that's quite a distance. Those are old certified survey maps that nowadays would never be permitted, but back in the old Town days you could take a house on the lot and run it all the way back to the section line or quarter section line. That's not a subdivision.

Michealene Day:

Width of a city lot deep.

Michael Russert:

So everything to the west would be proposed neighborhood?

Mike Pollocoff:

Right.

Michael Russert:

All the way to Creekside Crossing then?

Mike Pollocoff:

Right. And it's probably I believe in that R-4 range, 15,000 square foot lots.

Michealene Day:

You're bringing this to us to—

Mike Pollocoff:

I'll let you know what happens. Typically we like to get the Park Commission involved a little sooner but—

Michealene Day:

It went very quickly.

Mike Pollocoff:

—it went very quickly. And Mr. Ingram was very nice about it. We told him we don't have a plan and tell us what you really want and we'll make sure it gets incorporated into the plan but we're going to start the planning process and the Park Commission will get going on it and we'll come up with a plan and we'd like to involve him in on it, too. Him and his wife, both of them are going to be living there for a while. Make sure they have some input. He's an excavator by profession and he knows a lot about construction. I don't think that's going to be harmful at all to the process. He did bring a lot of big rocks to the site. He'd dig up a big rock someplace and bring it home. We'll have to work around those.

Michealene Day:

Those are very valuable. I keep going back to this fishing pond. Sometimes they're more of a nuisance and a hindrance.

Mike Pollocoff:

The water table is pretty high in that area. I think we could construct the pond and fill it, but we don't want to have storm water run into it because that will damage the fishing, but we're going to have to lay that out. It can be a hazard, but you've got to—

Michealene Day:

And maintenance so you don't have a big—

Mike Pollocoff:

You really have to construct them right so that they can cleanse themselves. If you can find a spring that's really what you want to locate where a spring might be.

Michealene Day:

Not just a big mosquito haven.

Mike Pollocoff:

That whole Jerome Creek area to the north is. It's not as bad as Des Plaines but it is a mosquito haven.

Michealene Day:

So many people think we'll just get a backhoe out there and dig a little fishing pond and, oh boy, do you have a problem.

Mike Pollocoff:

He even volunteered to mow the grass once we got it planted.

Michealene Day:

So we would in the future then be discussing how we would like to see this 30 acres developed?

Mike Pollocoff:

Right. We'll bring a consultant in on board and have some neighborhood meetings. Everybody would be open to it but it would be nice to have some neighborhood input from that area and go from there. Get it designed so we have a plan to work off of and

see what we can accomplish.

Michealene Day:

Terrific, thank you.

William Mills:

What are some of the thoughts in terms of recognition for this couple? I believe someone made a suggestion at our last meeting about a letter from the Parks Commission in terms of recognition. I don't know if there's any other thoughts because rarely do you see such a nice grant for a park.

Mike Pollocoff:

It could be a number of things. We are going to place a monument at the front recognizing the gift. The Board is going to adopt a resolution to present to them. Mr. Ingram has COPD so it's hard for him to get out in the winter. When it's easier for him to get out we were going to get him to a meeting, but if you guys wanted to have a joint resolution between the Park Resolution and the Village Board thanking him for his gift at a time we can get him here that would be a nice presentation.

Rita Christiansen:

I think that would be something we'd like, too, a combination

Michealene Day:

However that staff would like to arrange it. I think that giving it to the Park I would think that the Park Commission would like to personally thank him either in person or at least by letter.

Mike Pollocoff:

If we have a joint resolution at the Board meeting, if we could have the Park Commission and invite him that night and maybe have a little reception before the meeting with the Ingrams.

Michealene Day:

That would be very nice.

William Mills:

Maybe something during Pleasant Prairie Family Days or something like that as well. Just a really, really nice grant that this couple has done.

Michael Russert:

Would we name the park after them?

Mike Pollocoff:

Yes.

Rita Christiansen:

That's one of the stipulations.

6. PARK COMMISSION COMMENTS

7. ADJOURNMENT

Monica Yuhas moved to adjourn the meeting. Kathleen Burns. Motion carried 7-0.