

**VILLAGE OF PLEASANT PRAIRIE
PARK COMMISSION
Village Hall Auditorium
9915 39th Avenue
Pleasant Prairie, Wisconsin 53158
May 3, 2011
6:00 p.m.**

A regular meeting of the Pleasant Prairie Park Commission was held on Tuesday, May 3, 2011, 6:00 p.m. Present were Rita Christiansen, Glenn Christiansen, Monica Yuhas, Troy Holm, William Mills, Jim Bandura (Alternate #2) and Cindy Schwab (Alternate #1). Michealene Day and Steve Kundert were excused. Also present were Michael Pollocoff, Village Administrator; Tom Shircel, Assistant Village Administrator; John Steinbrink, Jr., Director of Public Works; and Ruth Mack-Stoner, Executive Secretary. One citizen was present.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. MINUTES - APRIL 6, 2011**

Monica Yuhas moved to approve the Park Commission Meeting minutes of the April 6, 2011 meeting presented in their written form: Seconded by Troy Holm. Motion carried 7-0.

- 4. CITIZEN COMMENTS**
- 5. NEW BUSINESS**

- a) Consider and approve recommendation to the Village Board for award of contract for Master Park Plan update.**

Mike Pollocoff:

Madam Chair, as you can see on the overhead we issued an RFP for an update to the Park and Open Space Plan. In particular there was a focus of three areas that we were going to work on, North Side Park, Prairie Springs Park, Sewer D open space near the trail and Lake Michigan parkland. And we received six bids. The low bid is submitted by Vierbicher. And we had a bid submitted by Public Research Group. Concurrently Public Research Group was also submitted a bid on the Recreation Master Plan.

The two plans are different, are looking for different things. But one of the things that the Recreation Commission wanted to know was they wanted some more survey work, more in depth survey work done on the community to evaluate existing needs, desires,

willingness to pay for whatever improvements might be planned for recreation and things like that. We had our kickoff meeting with them today, and they had indicated that they were sorry that when they submitted their bids they didn't realize that there was concurrently a Park Plan going out. So they offered to prepare the park plan for \$11,500. And included in that would be a full survey of the community that was not in any of the other proposals.

Like I said, we just met on this today so I guess there's a couple choices. If you'd like to look at the proposal by Public Research Group we can table it to the next meeting or if you just want to go with it, but I apologize we really don't have, since we just met today, a current proposal. I think there's some value in it. When we submitted them we put the RFPs out originally, the laying out of the park plans and the work that RecPlex was doing is completely different. But if we can get some public feedback through a survey that's meaningful. And the Park Commission could join in on the open houses that are going to be held for recreation so you're still going to have open houses. So it might be a way actually get a lot more work done at a significant savings. So whatever your pleasure is.

Rita Christiansen:

Any questions or comments?

Jim Bandura:

I would kind of agree to table it then because for some savings why not? I had a few questions on this one anyway.

Mike Pollocoff:

Just to give you—we've used Public Research Group at RecPlex before, but the group that runs it is also out of Aurora University in Lake Geneva, but they're fairly well traveled in Wisconsin and Illinois as far as doing park planning, rec planning, even some business planning for municipalities. They have a fairly strong statistical evaluation program plus a good demographic database to be able to evaluate what's going on. That was one of the reasons or the primary reason we selected them for the recreation study.

Rita Christiansen:

Any other comments from any of the Board members? Concerns or issues? Can we have a motion?

Troy Holm moved to table the awarding of the contract for the Master Park Plan until the next meeting: Seconded by Monica Yuhas. Motion carried 7-0.

Troy Holm:

Is it too late to discuss this? Sorry. Does that prolong something that we wanted to develop or that we wanted to get started with?

John Steinbrink, Jr.:

I believe we're not really under the gun for any exact time line. So any deadline that we had we can just move back 30 or 60 days depending on award of contract. What I think in this budget climate I mean I think it is definitely prudent to at least evaluate the lower bid and then just bump back the days. We're really not missing out on anything by having it done. As long as it's done by end of the year, beginning of next year we're definitely in good shape. We're still on track by postponing it this month and awarding contract and then going to the Village Board in June.

Mike Pollocoff:

Right now the contract we have with Recreation Enterprises they'll be done by September 15th.

Rita Christiansen:

No other questions?

6. ADJOURNMENT

Monica Yuhas moved to adjourn the meeting: Seconded by Troy Holm. Motion carried 7-0.