



Lake Vista Room
8040 S. 6th Street
Oak Creek, WI 53154
(414) 766-7000

PARKS & RECREATION COMMISSION

August 4, 2022
6:00 P.M.

Leah Schreiber-Johnson, Chair
Anne Beyer – Secretary
Steve Bautch
Mike Theys
Alderman Chris Guzikowski
Jerry Krist
Adam Thiel
Nicole Druckrey

The City's Vision

Oak Creek: A dynamic regional leader, connected to our community, driving the future of the south shore.

1. Call Meeting to Order/Roll Call
2. Approval of Minutes – June 16, 2022
3. Significant Common Council Actions Report
4. New Business
 - a. Information Item – General discussion of goals and objectives of the Commission
 - b. Discussion Item/Proposal for Consideration – General discussion of 2023 budget and planning process; Review and Recommend Parks Project Priorities for City Capital Budget
 - c. Information Item – Conditions of City Parks Report for 2022
 - d. Information Item – Update on parks projects (Orchard Hills Micro-Park & Abdenschein Park Pavilion)
 - e. Information Item – Oak Creek Recreation Updates on Summer Programs, Non-Resident Surcharges, and Community Survey Sample Review
 - f. Information Item – Update on North Bluff Planning Study
5. Confirmation of meeting schedule
6. Adjournment

Dated this 28th day of July, 2022

Public Notice

Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible preferably a minimum of 48 hours. For additional information or to request this service, contact the Oak Creek City Clerk at 766-7000, by fax at 766-7976, or by writing to the ADA Coordinator at the Oak Creek Health Department, 8040 S. 6th Street, Oak Creek, Wisconsin 53154.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice

Visit our website at www.oakcreekwi.org for the agenda.

**MINUTES OF THE REGULAR MEETING
CITY OF OAK CREEK PARKS & RECREATION COMMISSION
June 16, 2022**

1. Call Meeting to Order/Roll Call

Commissioner Theys called the meeting to order at 6:06 pm. The following members were present at roll call: Commissioner Beyer, Commissioner Bautch, Commissioner Thiel, and Alderman Guzikowski. Also present was Senior Planner Kari Papelbon, City Administrator Andrew Vickers. Chair Schreiber-Johnson arrived to the meeting at 6:11 pm. Commissioner Druckrey and Commissioner Krist were excused.

2. Approval of Minutes - May 5, 2022

Commissioner Bautch moved to approve the minutes of the May 5, 2022 meeting. Secretary Beyer seconded. All voted aye. Motion carried.

3. New Business

a. Proposal for Consideration – Review and recommendation of responses to the North Bluff Planning Study RFP.

Senior Planner Papelbon provided an overview of the proposal (see staff report for details).

City Administrator Vickers commended the Plan Commission for the great job they did in reviewing the objectives for this project. City Administrator Vickers provided background for this project, and why they are recommending Edgewater Resources.

Commissioner Theys stated that Chair Schreiber-Johnson arrived to the meeting and he will pass the Chair to her.

Senior Planner Papelbon stated that she was drawn to Edgewater Resources because of the experience and feasibility with permitting. They know the area, and they know what we are up against. Edgewater knows what they are doing and can tell us what will work and not work.

Alderman Guzikowski made a motion that the Parks and Recreation Commission recommend to the Common Council that Edgewater Resources be selected to create a study and plan of redevelopment of public recreational space for the City of Oak Creek North Bluff. They second. All voted aye. Motion carried.

Chair Schreiber-Johnson requested that they be advised of the results or advise them of when the Common Council meeting will take place.

City Administrator Vickers responded that this will be up at the next meeting which is being held this Tuesday, June 21, 2022.

b. Informational Item – Update on the Abendschein Park Pavilion project.

City Administrator Vickers stated that since their last report, some changes occurred:

- A reduction in the size of the building.
- The separation into another proposal for the splash pad and playground.
- Infrastructure.
- Redesign for outdoor space and year-round events.

The Abendschein bid will go out in July, the bid will be confirmed by Common Council at their August 16th, 2022 meeting, and construction is to begin sometime after Labor Day. City Administrator Vickers then discussed the 1.3 million fee shortage and how they were able to determine their financial goals, (see staff report for details).

Chair Schreiber-Johnson advised the commission that herself and former Zoning Administrator, Laurie Miller, were working to find a way to allocate some of the Parks Impact fees to cover the long-term vision and maintenance to help the Parks Commission better understand the needs of the Parks.

City Administrator Vickers acknowledged that they did not include the Parks Commission in some of this budget processes, then stated Interim Director, Matthew Trebatoski, of the Department of Public Works is working on a 5-year big picture plan.

Chair Schreiber-Johnson stated a matrix would be helpful to them to make better informed choices. As an example: This fence lasts 20 years and we are on the 18th year, so should this be considered for replacement.

City Administrator stated that not all maintenance items would be out of Park Impact fees.

Chair Schreiber-Johnson stated that would be good to know. On the matrix, as an example, the items in blue would be budgeted by the City, items in green would be paid for through the Parks Impact Fees.

Senior Planner Papelbon stated that they are working on the updates to Master Parks and Open Space Plan. The Plan would be organized per park and include the 5-year maintenance and replacement schedule, and also how these will be paid.

Chair Schreiber-Johnson stated that the amount of money spent on which park, in the past, would be helpful to the Commission.

City Administrator Vickers responded that they would have to do some financial forensic to determine what was spent. This is a good idea, and Jeff Wendt may already have something that they can use, and this could help in forecasting.

Commissioner Bautch stated a Parks Impact Fee report would be helpful to let them know how the money is being budgeted.

City Administrator Vickers stated that there is a big picture report for larger ticket items, but this is something they can look at and try to include.

Commissioner Theys stated the Abendschein Pavilion project is budgeted tight, and asked if there were any projected overrun costs written in the budget.

City Administrator Vickers stated that there is a program for contingencies for items like engineering. They projected an 8% construction escalation estimate.

Chair Schreiber-Johnson stated that the City does not have a donation policy and, therefore, they are not accepting donations. A "Friends of Oak Creek Parks" group, could get this off the ground, and people would donate for a beer garden.

City Administrator Vickers suggested that they allow naming rights to the beer garden pavilion but suggested that this could take away from a community feel.

Commissioner Theys thought something like that would take away from the ambiance of the community.

Secretary Beyer likes the donation ideas because it allows other groups who would like to volunteer, donate money or both, to participate.

City Administrators Vickers stated that this would help with the school's community hours.

Secretary Theys suggested the buy a brick and get their name on it for some of the build.

City Administrator Vickers responded that they don't know if these are the right kind of bricks to do this.

Chair Schreiber-Johnson responded that she wanted to save the name brick idea for the pier project. She thought they already received grant money for the parking lot and thought some type of policies were being written that would allow them to accept donations. She stated that if the project is getting expensive, why not have another year of traveling beer gardens, and ask people to donate towards the permanent beer garden. She thinks that there are plenty of people that want something like this, and would contribute to. Like they do for back to the future on the clock tower.

Andrew Vickers stated that there were people working on a donation policy, but they redirected them because of other priorities.

Planner Papelbon responded that there are other components to this, such as:

- The Arts Committee is considering the same thing.
- Volunteer employees are acting on this Committee and they are working on forming a Commission.
- Library
- Other parts of the City of Oak Creek

When working on the Parks policies, they then realized all of these components and overlaps. An executive decision was made that the Parks policies would be on hold.

City Administrator Vickers stated that they can reopen this process and try to unravel all of the components and overlaps and start to move forward.

Commissioner Bauch asked if there is any controversy over using the Parks Impact fees to pay for a beer garden.

City Administrator Vickers responded that the Parks Impact fees are paid by the developer and this is how they would approach that. They are not using a single dollar of the general funds to fund this project.

Senior Planner Papelbon stated that these funds will not only be used for the pavilion but will be used for other events in the park.

Chair Schreiber-Johnson suggested a Parks Budget 101. How do they have any idea that what they are approving affects the overall costs. Just a single page that explains last year, this year, etc. would help the Parks Commission be more strategic than it is.

Commissioner Thiel suggested that this is to help them understand what are they approving, where is the money going, and where is it not going.

City Administrator Vickers stated they do not have it by park. They will work on this. They use the Community Survey in how the residents see what Oak Creek is and will be. The survey helps for projecting what is being proposed.

Commissioner Bauer asked that they receive some type of report that would let them know the status of Common Council's review.

Senior Planner Papelbon suggested that they provide them with the Significant Common Council Report that provides status from Common Council.

This item was informational only and a vote was not required.

Senior Planner Papelbon announced the new City Zoning Administrator and Parks Commission is Jack Kovnesky.

4. Adjournment

Commissioner Bautch made a motion to adjourn the meeting. Alderman Guzikowski seconded. All voted aye. The meeting adjourned at 7:11 pm.

Prepared By:

Respectfully Submitted,

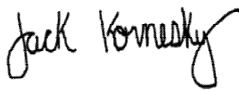
Kari Papelbon
Senior Planner

Anne Beyer
OCPR Secretary

Summary of Significant Common Council Actions

June 21, 2022

- **APPROVED** – A motion to concur with the Parks & Recreation Commission and select Edgewater Resources to create a study and plan of redevelopment of public recreational space for the City of Oak Creek North Bluff in an amount not to exceed \$85,000.



Jack Kovnesky
Zoning Administrator/Planner



Meeting Date: August 4, 2022

Item No. 4b

PARKS & RECREATION COMMISSION

Agenda Item: Proposal for Consideration – 2023 Capital Budget Priorities

Proposed by: City of Oak Creek (Director of Public Works, Matthew J. Trebatoski)

Description: Discussion of the 2023 Capital Budget Priorities.

Suggested Motions: That the Parks and Recreation Commission recommend to the Common Council that the 2023 Parks Capital Projects is included into the 2023 City Budget.

Background:

Please find attached the proposed five-year capital projects and improvements budget schedule. Parks and Recreation Commissioners will plan to review each of the items at the meeting and provide input and guidance on prioritizing them.

Options/Alternatives:

The Parks and Recreation Commission may make a motion to recommend the proposal to the Common Council. Should the Commission choose not to approve this motion, the proposal will not move forward for Common Council's consideration for approval.

Respectfully Submitted & Prepared By:

A handwritten signature in black ink, appearing to read "M. Trebatoski", is written over a light blue horizontal line.

Matthew J. Trebatoski, MPA
Director of Public Works

Attachments:

2023 Department of Public Works Proposed Five Year CIP

**Department of Public Works - Parks Division
Proposed 5 Year Capital Equipment and Improvement Plan
Budget Year 2023**

CAPITAL EQUIPMENT	6-YEAR TOTAL COST	2022	2023	2024	2025	2026	2027
Replace #755 Toro Sprayer	\$22,000.00			\$22,000.00			
Replace #767 Toro 4100 Mower (2005)	\$75,000.00			\$75,000.00			
Replace #759 Toro Groomer (2006)	\$25,000.00				\$25,000.00		
Replace #768 John Deere 60" Rear Eischarge Mower (2007)	\$27,000.00		\$27,000.00				
Replace #765 Toro 72" Z-turn Mower (2008)	\$20,000.00			\$20,000.00			
Light Truck Fleet Lease	\$480,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00
Trackless Tractor Municipal Lease	\$145,091.04	\$24,181.84	\$24,181.84	\$24,181.84	\$24,181.84	\$24,181.84	\$24,181.84
CAPITAL EQUIPMENT SUBTOTALS:	\$794,091.04	\$104,181.84	\$131,181.84	\$221,181.84	\$129,181.84	\$104,181.84	\$104,181.84
CAPITAL PROJECTS/IMPROVEMENTS	6-YEAR TOTAL COST	2022	2023	2024	2025	2026	2027
Refinish Exterior of Main Pavillion and Bluff Shelters	\$38,000.00	\$18,000.00					\$20,000.00
Picnic Table Replacements	\$25,000.00	\$25,000.00					
Play Structure Replacement Items	\$60,000.00		\$20,000.00		\$20,000.00		\$20,000.00
Improve 1 Baseball Field at Johnstone Park	\$10,000.00		\$10,000.00				
Construct Volleyball Court at Willow Heights Park	\$28,000.00		\$28,000.00				
Replace Ballfield Lights & Fencing at Shepard Hills Park	\$250,000.00		\$250,000.00				
Reconstruction of Johnstone Park Pathways (raise & address drainage)	\$65,000.00			\$65,000.00			
Reconstruction of Chapel Hills Park Basketball Court	\$35,000.00			\$35,000.00			
Replace 2 Tennis Courts with 1 Tennis and 2 Pickleball Courts & Fencing at Meadowview Park	\$140,000.00				\$140,000.00		
Replace 2 Tennis Courts with 1 Tennis and 2 Pickleball Courts & Fencing at Chapel Hills Park	\$140,000.00					\$140,000.00	
CAPITAL LEASES AND PROJECTS SUBTOTALS:	\$791,000.00	\$43,000.00	\$308,000.00	\$100,000.00	\$160,000.00	\$140,000.00	\$40,000.00
GRAND TOTALS:	\$1,585,091.04	\$147,181.84	\$439,181.84	\$321,181.84	\$289,181.84	\$244,181.84	\$144,181.84



PARKS & RECREATION COMMISSION

Agenda Item: Information Item – 2022 Conditions of City Parks Report

Proposed by: City of Oak Creek (Director of Public Works, Matthew J. Trebatoski)

Description: Discussion of the conditions of parks across Oak Creek

Suggested Motions: None – no action needed.

Background:

Attached is a report summarizing the current condition of each of the City's parks. Jeff Wendt, Parks Maintenance Supervisor and will be available at the August 4th, 2022 meeting to answer any questions and to go into further detail, if you wish. We hope this overview serves as good information as you review and recommend capital project priorities to the City Council for the 2023 budget

Respectfully Submitted & Prepared By:

Matthew J. Trebatoski, MPA
Director of Public Works

Attachments:

2022 Conditions of City Parks Report Presentation (26 pages)

Condition of City Parks

Jeff Wendt, Parks Maintenance Supervisor

Matt Trebatoski, Director of Public Works

August 4, 2022



OAKCREEK
— WISCONSIN —

Abendschein Park

Skate Park

- Installed in 2021
- Good shape
- Graffiti and litter an ongoing issue
- Working with IT on camera system

Creek

- Eroding near left field of baseball diamond
- Engineering Dept. looking into design to mitigate erosion and restore banks

Baseball Diamond

- Good condition

Air Shade

- In good repair
- Due for touchup painting next year



Abendschein Park Cont.

Play structure

- 20 years old
- Good shape - have replaced parts over time

Concession Stand and Restrooms

- Hit hard with vandalism and graffiti over the last year
- Working on camera system

Oak Leaf Bike Trail

- Needs attention (County responsible?)

Disc Golf Course

- Good condition
- Very popular



Camelot Park

Park developed / established in 2005

City leases land from County

City owns all amenities and maintains park

Play Structure

- 17 years old
- In good repair



OAKCREEK
— WISCONSIN —

Camelot Park Cont.

Basketball Court

- Good shape

Backstop

- Good condition

Pathway

- Working with Streets Div. to router and tar cracks



Carrollton School Park

Tennis Courts (2)

- Good shape

Baseball and Soccer Fields

- Good condition

Path

- Good shape



Chapel Hills Park

Play Structure

- 26 years old
- Kept serviceable through parts replacement over time

Steel Open Air Shelter

- Painted in 2021

Tennis and Basketball Courts

- 20 years old
- Conditions justify reconstruction soon
- Tennis courts (2) could be reconfigured to 1 tennis court and 2 pickle ball courts



Greenlawn Park

Parking Lot

- In good repair



Haas Park

Parking Lot

- Good condition

Basketball Court

- Good shape

Play Structure

- 22 years old
- Replaced main section 6 years ago



Haas Park Cont.

Metal Open Air Shelter

- Painted 3 years ago

Drainage Issues

- Affects ability to mow grass and use baseball field



Johnstone Park

City leases land from County

City owns all amenities and maintains park

Baseball Fields (2)

- Good shape

Open Air Wood Shelter

- Wood resealed 2 years ago
- Metal roof installed in 2017



Johnstone Park Cont.

Play structure

- 26 years old
- Good shape - have replaced many parts, keeping it serviceable
- Water / washout issue
- Recommend ditch

Walking Path

- Poor shape
- Needs reconstruction
- Address with land development project to the west?



Kickers Creek Park

Old South Milwaukee landfill site leased by Oak Creek until 2026

- Material decomposing and ground above settling for last 20 years
- Fields have many low spots with water draining to them
- Needs to be graded and more fill brought in
- If not, recommend not renewing lease in 2026



Kickers Creek Cont.

Parking Lot

- Good Condition

Fields

- Used primarily for soccer and flag football



Lake Vista Park

Main Pavilion & Bluff Shelters

- Re-stained in 2022
- Will be an ongoing job every 5-7 years for around \$18,000
- Replaced bench boards on shelters with composite boards. Otherwise need to be resealed or replaced every two years

Sails for Sail Shelters

- Showing wear - need to see if they can be repaired

Outdoor Restrooms

- Vandalism & graffiti have been a problem this year

Gravel Road Down to Lake

- Washes out with significant rainfalls. Needs to be addressed



Lake Vista Park Cont.

Play structure

- 5 years old
- Good shape - original drainage issues solved

Landscaping Beds

- Struggle to keep looking good
- Very labor intensive
- Have had to use contracted service



Manor Marquette Park

Play Structure

- 2 years old

Tennis/Pickleball/Basketball Courts

- All redone in 2015
- Good shape

Path

- Good condition



Meadowview School Park

Basketball Court

- Renovated in 2014
- Good condition

Tennis Courts (2)

- Need repair
- Could replace with 1 tennis court and 2 pickleball courts



Miller Park

Paths

- Replaced in 2017
- Good shape

Miller Pond

- Spend approx. \$5,000 per year treating for algae and weed control
- Also spend \$2,500 per year for goose control
- Refurbishing 6 benches around the pond

Pavilion

- Vandalism is an ongoing concern



Oak Leaf Park

Play Structure

- 23 years old
- Replaced many parts over years, including swing bays this year for \$8,000

Basketball Court

- Renovated in 2014
- Good shape

Tennis Courts (2)

- Good repair

Wood Open Air Shelter

- Resealed in 2019
- Needs new roof. Will replace with steel roof



Otjen Park

Play Structure

- 20 years old
- Replaced many parts over years, including infant swing bay in 2020

Basketball Court

- Repainted and crack sealed in 2016
- Good shape

Open Air Shelter

- Repainted in 2018

Parking Lot & Asphalt

- Good shape



Riverton Meadows Park

City leases land from County

City owns all amenities and maintains park

Play Structure

- 2 years old

Tennis Court

- Good condition

Basketball Court

- Crack sealed and painted in 2014

Open Air Shelter

- Painted in 2018



Shepard Hills Park

Lighted Ball Diamond

- New backstop, player fencing, concrete, and benches
- Drain tile installed in outfield in 2020
- Lights 47 years old. Need to either be replaced or taken down



South Hills Park

Play Structure

- 17 years old
- Good shape

Asphalt Paths & Lot

- Holding up

Tennis & Basketball Courts

- Good shape

Open Air Steel Shelter

- Painted in 2018



Veterans Park

Flags

- Replaced yearly

Parking Lot

- Good condition



Willow Heights Park

Play Structure

- 26 years old

Pathway

- Reconstructed in 2015

Tennis/Pickleball/Basketball Courts

- Reconstructed in 2015
- Good shape

Open Air Steel Shelter

- Repainted in 2020



PARKS & RECREATION COMMISSION

Agenda Item:	Information Item – Updates on Orchard Hills Micropark and Abendschein Park Pavilion
Proposed by:	City of Oak Creek (Zoning Administrator Jack Kovnesky)
Description:	Discussion of the projects to-date.
Suggested Motions:	None – no action needed.

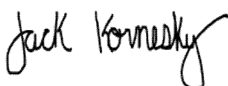
Background:

Orchard Hills Micro Park: Since the last meeting on June 16, 2022 the site for Orchard Hills Micropark has progressed. Current status of improvements include placement of the gravel on the site along with completion of the concrete ribbon. The contractor is to complete grading and restoration upon the site. Playground equipment is to arrive in the fall of 2022.

Abendschein Park Pavilion: At the June 16, 2022 meeting, the Parks and Recreation Commission was provided an update on the Abendschein Park Pavilion project that explained the scope of proposed changes to the project. Since this report, progress has been made on the bid process for the project. The bid for the Abendschein Park Pavilion will be awarded by the Common Council at their September 6th, 2022 meeting.

No action will be required for this discussion item.

Respectfully Submitted & Prepared By:



Jack Kovnesky
Zoning Administrator/Planner

Attachments:

Orchard Hills Micro Park Photos (3 Pages)









PARKS & RECREATION COMMISSION

Agenda Item: Information Item – Updates on the North Bluff Planning Study

Proposed by: City of Oak Creek (Zoning Administrator Jack Kovnesky)

Description: Discussion of the project to-date.

Suggested Motions: None – no action needed.

Background:

At the June 21, 2022 Common Council meeting, Edgewater Resources was selected as the consultant for the North Bluff Planning Study. The Common Council allocated funds for this project in the 2022 CIP in the amount of \$80,000. Staff met with the consultant on July 14, 2022 to discuss initiatives to gather public awareness and involvement of the study. At the National Night Out event on August 2, 2022, Edgewater Resources will be present to provide initial details on the study to the public.

No action will be required for this discussion item.

Respectfully Submitted & Prepared By:

Jack Kovnesky
Zoning Administrator/Planner
