



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

## PARKS & RECREATION COMMISSION

April 6, 2023  
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 – January 5, 2023
3. Relevant Common Council Actions Report
4. New Business
  - a. Review comparison of fees with surrounding communities
  - b. Review proposal by Oak Creek Youth Football for use of neighborhood parks
  - c. Review proposed changes to scope for the Abendschein Park pavilion project
  - d. Review a concept for a natural resources park at 2231 W. Puetz Road
5. Adjournment

Dated this 29th day of March, 2023

#### 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. 6<sup>th</sup> 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

**MINUTES OF THE REGULAR MEETING  
CITY OF OAK CREEK PARKS & RECREATION COMMISSION  
January 5, 2023**

**1. Call Meeting to Order/Roll Call**

Chairperson Schreiber-Johnson called the meeting to order at 6:00 pm. The following members were present at roll call: Alderman Guzikowski, Secretary Beyer, Commissioner Bautch, and Commissioner Druckrey. Also present was Community Director Doug Seymour and Heather Ryan.

**2. Approval of Minutes - September 8, 2022**

Commissioner Druckrey moved to approve the minutes of the September 8, 2022, meeting. Alderman Guzikowski seconded. All voted Aye. Motion carried.

**3. Significant Common Council Actions Report**

Chairperson Schreiber-Johnson questioned about the Ordinance No. 3057. Community Director Seymour answered that it was a remnant parcel for the Drexel Ave interchange that required by the State. Portion of the property is for the onramp and the other portion was given back to Milwaukee County as part of Falk Park.

**4. New Business**

**a. Review and approve 2023 Parks & Recreation proposed fee changes**

Community Director Seymour went over the budget briefly (see report for details).

There was discussion about the difference for the ballfields at Abendschein Park, Shepard Hills ball & Meadowview diamonds and the maintenance services. Community Director Seymour stated that he could get more clarification.

Chairperson Schreiber-Johnson asked that an analysis and comparison be made with surrounding communities and their rental fees with their high-level facility rentals. Community Director Seymour said that he could look into it.

Secretary Beyer makes a motion to approve the 2023 Parks & Recreation proposed fee changes, with the exception of Line Items 2 & 3 pertaining to Abendschein, Shepard Hills ball & Meadowview diamonds, and Maintenance Services section. Alderman Guzikowski seconded the motion. All voted aye. Motion carried.

**b. Review North Bluff Planning Study refined concept plan**

Director Seymour introduced Edgewater Resources to present the plans (see report for details).

Spencer Andersen from Edgewater Resource went over the details of the new plans and how it was refined. He mentioned that they could not connect to the fishing pier on the north side of the treatment plan because MMSD felt that it would be too much of a security risk. The revetment at the bottom of the bluff is already in process. Some of the things that are on the plans:

- A pedestrian bridge over the ravine that will connect from Lake Vista Park to the North Bluff.
- A meandering ADA paved path that winds down from the top of the bluff to the bottom bluff.
- Sport trails between the paved paths.
- The revetment will have stones that can be used as seating and get close to the water.
- Natural gardens, shelters, a slide, play areas and natural climbing structures among the bluff and the paths.
- At the top of the bluff there is some parking and drop off area while a parking lot further west with a boardwalk towards the bluff.
- A short semi-circle pier (jetty) that will go out into the lake.

Community Director Seymour stated that he felt that this plan fits the goals of what the community wants for maintenance and sustainability. He stated that he is happy that the bouldering and slide made it into the plans and is pleased with the overall plan.

Secretary Beyer asked if there is a budget. Community Director Seymour says there is a budget within the TIF district which is dedicated to the park district and that he did not have the exact number, but could provide that to the Commission.

Secretary Beyer asked about the timeline of this project. Community Director Seymour stated that the Council is motivated to have the bluff park completed but could not give a timeline. He did mention that the revetment may take about 2 years to complete and the project will be ongoing.

Mr. Anderson stated that the north part of the bluff is already in the works and the grading and sloping are part of the revetment process. He explained how the bluff is being stabilized by building it out into the water. Mr. Anderson stated that the area would be passive and natural to start and will be able to “clean it up” according to the plans once the revetment is completed.

Secretary Beyer asked about where the dirt is coming from. Community Director Seymour stated that the revetment stone is being quarried and brought in. The dirt being use to cap the Peter Cooper property is coming from an MMSD project near Wilson Park.

There are some concerned that the jetty and rocks could become a maintenance issue, given the extreme winter conditions at the lakefront. Mr. Anderson stated that they have done this type of project on a much larger scale elsewhere and will have the area designed to handle such weather.

Some Commissioner stated they are happy with the plans and are excited about the project.

Community Director Seymour said that this will go before the Plan Commission on Tuesday, January 10<sup>th</sup> and the refined plan will also be presented to the public for additional comments.

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

**c. Review revisions to scope for the Abendschein Park Pavilion project**

Community Director Seymour went over the project details (see report for details).

Some Commissioners stated that the original plan was ideal for the park and would like to see that come back.

Chairperson Schreiber-Johnson stated that she felt that this Commission's feedback has not been considered during the planning process. She worries that they are spending time on something that will not happen as this project has been in the works for a very long time.

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

Secretary Beyer asked who will be leading the meetings. Community Director Seymour stated that he will continuing to do so until the position is fulfilled.

Commissioner Druckrey made a motion to adjourn the meeting. Secretary Beyer seconded. All voted Aye. The meeting adjourned at 6:53 pm.

Prepared By:



Doug Seymour  
Director of Community Development

Respectfully Submitted,

Anne Beyer  
OCPR Secretary



Meeting Date: April 6, 2023

Item No. 3

## PARKS & RECREATION COMMISSION

**Agenda Item:** Relevant Common Council Action

**Description:** A summary of relevant actions by the Council affecting Parks

**Suggested Motion(s):** None required

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**Background:** The following are relevant actions by the Common Council from their January – March meetings:

- Adopted Resolution No. 12380-011723, approving funding agreement with MMSD for green solutions project at Abendschein park (parking lot).
- Acquired a portion of the property at 4301 E. Depot Road for bluff access and stabilization purposes.
- Acquired a portion of the property at 9100 S. 5<sup>th</sup> Avenue for bluff access and stabilization purposes.
- Approved a design contract for the first phase of the Drexel Avenue Streetscape project.
- Received a presentation on the North Bluff Park Plan.
- Granted and authorized execution of a Conservation Easement to Milwaukee Metropolitan Sewerage District on the property at 1436 E. Forest Hill Avenue.

Respectfully Submitted & Prepared By:

A handwritten signature in black ink, appearing to read "Douglas W. Seymour".

Douglas W. Seymour, AICP  
Director of Community Development



## **PARKS & RECREATION COMMISSION**

**Agenda Item:** Comparison of area athletic field usage fees  
**Prepared By:** Paula Nevarez,  
**Description:** A comparison of rental fees with neighboring communities  
**Suggested Motion(s):** Discussion item

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**Background:** At their meeting of January 5, 2023 the Commission requested that an analysis and comparison be made with surrounding communities and their rental fees.

The attached report(s) provide the information that was requested by the Commission.

Respectfully Submitted & Prepared By:

Douglas W. Seymour, AICP  
Director of Community Development



**OAKCREEK**  
— WISCONSIN —

RECREATION  
DEPARTMENT

Paula Nevarez  
Leisure Services  
Assistant

**Date:** January 16, 2023

**To:** Doug Seymour

**Re:** Ball Diamond and Athletic Field Fees

A report of comparable fees was requested along with the methodology used to create our rental fees.

The attached report show the rental fees from several neighboring communities along with our current rental fees.

Fees are based on the fee comparison, cost of maintenance, and included amenities like parking lots, restrooms, turf fields, lighting, etc.

Matt Trebatoski, Director of Public Works will be at the next meeting to answer any questions.

Sincerely,

*Paula Nevarez*  
Paula Nevarez

<u>Municipality</u>	<u>Practice Ball Diamonds</u>	<u>Cost 2-hr practice</u>	<u>Games Ball Diamonds</u>	<u>Cost 2-hr game</u>	<u>Athletic Fields</u>	<u>Cost 2-hr game</u>
Oak Creek	\$8.00 per hr Res; \$16 per hr NR	\$16	\$10 per hr Res; \$20 per hr NR (Plus \$90 of field prep for 3 hours)	\$110	\$10 per hr Res; \$20 per hr NR (Plus field prep.)	\$55
South Milwaukee	\$25 per hr Baseball; \$20 per hr Softball	\$50	\$100 per hr Baseball Artificial Turf, \$60 per hr Grass; \$35 per hr Softball	\$120	\$20 per hr Practice; \$30 per hr Game	\$60
Franklin	\$6 per hr. weekday, \$4 per hr weekend	\$12	N/A	N/A	N/A	N/A
Cudahy	\$20 per hr	\$40	\$35 per hr	\$70	\$20 per hr Practice; \$30 per hr Games	\$60
Bayview	\$20 per hr	\$40	\$35 per hr	\$70	\$10 per hr Practice; \$20 per hr Games	\$40
Racine	\$18 per hr.; \$22 per hr NR	\$36	\$50; NR \$75 (Plus \$70 field prep.)	\$120	\$10 per hr Practice; \$20 per hr Games (Plus field prep.)	\$75
Kenosha	\$20 per hr	\$40	\$100 per hr; \$150 per hr NR	\$100	\$20 per hr Practice; \$150 Game, \$200 Game NR	\$150
Caledonia	\$10 per hr	\$20	\$50 (\$70 field prep)	\$120	\$10 per hr Practice; \$20 per hr Games (Plus field prep.)	\$75
Greenfield	\$25 per hr	\$50	\$25 per hr (Plus \$30 field prep.)	\$80	\$25 per hr (Plus field prep.)	\$85
West Allis	\$20 per hr	\$40	\$20 per hr	\$40	\$30 per hr	\$60



<b>OAK CREEK</b>		Capacity	Amenities	Fees	
Lake Vista	45 seated 60 fire capacity	Heat/Air, parking lot, bathrooms, small fridge, 5 tables 45 chairs room size 27' x34'		Weekday: \$30 per hr 4 hr min Res \$60 NR 4 hr min	Weekend: Fri, Sat, Sun \$475 Res \$700 NR per day No season change
Miller	60	Heat/Air, parking lot, bathrooms, small fridge, 5 tables 45 chairs		Weekday: \$60 per day Res \$110 NR	Weekend: Fri, Sat, Sun \$150 Res \$300 NR per day No season change
Practice Ball Diamonds Abendschien		Dirt or grass infields no fencing Back Stop, bases, 90'		\$8.00 per hr Res \$16 per NR ( no field lining done on practice fields) \$10 per hr Res \$20 per hr NR ( \$90 or field prep with 3 hours of play for games )	
Shepard		Back Stop, bases, bleachers, pitching mound		\$10 per hr Res \$20 per hr NR ( \$90 or field prep with 3 hours of play for games )	
28' Shelters open air	30 restrooms	2 picnic tables 1 garbage can no		\$20 1-4 hours \$6 per hr after Res \$40 1-4 hr \$12 per hour after NR	
40' Shelter open air	4 picnic tables, garbage can,			\$30 1-4 hours \$9 per hr after Res \$60 1-4 hours \$18 per hour after NR	
Bluff Shelters 720 sq ft Athletic Fields	40 restrooms in park 15 1 picnic table 5 chairs			\$30 1-4 hours \$9 per hr after Res \$60 1-4 hours \$18 per hour after NR \$10 per hr Res \$20 per hr NR ( Any field prep the fee is based on materials and time	
<b>South Milwaukee</b>				May-September \$440 Residents \$550 NR 4 hrs Additional hours \$110 per hr	January - April & October - December \$360 Res \$475 NR 4 hrs Additional hours
Wil-O-Way	180 bathrooms, heat/air	25 tables , 180 chairs, parking lot, Full Kitchen, stove, microwave, coffee maker, fridge, Free WIFI,		\$90 per hr	
			50 capacity	Weekday \$85	Weekend \$95
Open Air Shelters	50-100	Picnic tables, Electricity, bathrooms			(Our open air shelters only hold 25 -30 with t exception of Abendschien that can do 40 no access to water or electricity - only Abendschi has restrooms )
Ball Diamonds Softball Diamonds Athletic Fields Tennis courts, basketball, etc		Soccer, Cricket		Practice \$25 per hr includes bases Games: \$100 per hr for Artificial Turf Field \$60 per hour includes lining, bases, and batters box natural grass field Practice \$20 per hr includes bases Games: \$35 per hour includes bases, mound, and lines Practice \$20 per hour Game \$30 per hour \$10 per hr	
<b>Franklin</b>					
Ken Windl Pavilion	50 ,parking	6 tables 50 chairs, full kitchen		8 hour rental Summer \$225 Res \$375 NR Winter \$325 Res \$500 NR	
Open Air Shelter Ball Diamond/Softball	50 parking, restrooms, 15'x30'	Picnic tables, electricity, water,		All day rental weekday \$190 All day rental weekend \$250 \$6 per hour practices 2 hr maximum Weekday Weekends \$4 per hour practice - no games - Franklin Residents only	
<b>Cudahy</b>					
Sheridan Pavilion	50 32'x 26'	Parking, 5 tables and 50 chairs, heat/air, kitchnette, microwave full size fridge, rest rooms room size		Summer \$295.68 1st 4 hours \$73.92 per Additional hour Winter \$385.68 \$73.92	
Pulaski Pavilion	50 40'x20'	8 Tables 64 chairs, fireplace, fridge, parking, restrooms, room size		\$253.44 for 4 hours \$63.36 per additional hour	
Open Air Shelters Softball Diamond Athletic Fields Tennis, Basketball, etc	50 Picnic tables parking, restrooms	ceiling fans		Full day rental Weekday \$85 Weekend \$95 Practice \$20 per hour includes bases Games: \$35 per hour includes: Bases, lines, and mound \$20 per hour no set up Games \$30 per hour with lining \$10 per hour	
<b>Bayview</b>					
Humboldt Pavilion	120 chairs, 30'x 55'	Full kitchen, ceiling fans, tables and		\$545.00	
Open Air Ball Diamond /Softball Athletic Fields Tennis, basketball etc	50 Parking, Picnic Tables, electricity			All day rental weekday \$85 All day rental Weekend \$95 Practice \$20 per hour Games \$35 per hour includes lines, bases, and mound \$10 per hour practice \$20 per hour games includes lines, bases, and mound \$10 per hour adult \$5 per hour child	
<b>Racine</b>					
Memorial Hall	125 bathrooms, parking	Tables, chairs, fridge, stove,		\$375.00 per day rental	

	Restrooms, electricity, parking, 10	All day rentals \$100 Res \$150 NR
Open Air Shelters	75 picnic tables	
Baseball/Softball		Practice \$18 per hour Res \$22 per hour NR Games: 3 hour play \$50 RES 3 hour play \$75 NR \$ 70 for field lining games only
Athletic Fields		\$10 per hour Res \$20 per NR No field set up for practices Field set for games is hourly rate plus labor
Tennis, Basketball etc		\$10 per hour Res \$15 per hour Res

**Kenosha**

No Indoor Pavilion rentals

	4 picnic tables, restrooms, parking,	
Open Air Shelters	40 water, electricity	\$75 per day Res \$150 per day NR
Baseball/Softball		Practice \$20 per hour Res/NR Games: RES \$100 3 hours with field prep and 3 bags of diamond dry NR \$150 3 hours with field prep and diamond dry
Athletic Fields		Practice \$20 per hour Res/NR Games: RES \$150 full day with initial field prep only NR \$200 full day with initial field prep only
Tennis, Pickleball, Basketball		\$10 limit 2 hour reservation Res/NR

**Pleasant Prairie**

Lake View Studio Pavilion

Open Air Shelters

100 chairs	Fireplace, parking, restrooms, full kitchen (winter only), tables, and	Weekend rentals only 7 hour rental - Saturdays only \$495 Sundays rental times 10am -1pm and 2pm-5pm \$270.00
60 Electricity, tables, chairs,		All day rental \$120 Res/NR

**Caledonia**

No indoor shelter

Open Air Shelters

Baseball/Softball Fields

Athletic fields

Tennis, basketball, volleyball

100 Electric, 10 picnic tables, parking	Dirt infield and backstop	\$75.00 all day rental Fee includes beer and wine permit
	Lights, backstop, turf infield	Only reservable from July - September - Caledonia residents only - Practices \$10 per hour - Games 3 hours of play \$50 \$70 for field lining games only
		Not located in the sports complex - \$10 per hour Res \$20 per hour NR Field set up hourly rate plus labor
		These are not located in the sports complex - park fields \$10 per hour Res \$15 per hour NR

**Greenfield**

Konkel Park Indoor

Open Air Shelter

Ball Diamonds

Athletic Fields

Tennis, Volleyball, basketball

200 Tables, chairs, fridge, parking	24 tables, chairs, electric	\$280 Res daily \$420 NR daily
		\$60 up to 6 hours Res \$90 up to 6 hours NR
		\$25 per hour 2 hour Maximum practice or game - field prep - \$30
		\$25 Per hour Any field prep \$30
		\$25 per hour

**West Allis**

Mccarty Park

Open Air Shelter

Baseball/Softball

Athletic Fields

Tennis, Pickleball, Basketball

80 fridge, stove 51'x32'	tables, chairs, parking, ceiling fans,	4 hour minimum \$300
125 restrooms, parking, 71'x 23'	tables and chairs, electric,	
		\$190 per day
		\$20 per hour
		\$30 per hour
		\$10 per hour



Meeting Date: April 6, 2023

Item No. 4b

## PARKS & RECREATION COMMISSION

<b>Agenda Item:</b>	Request to Designate and Paint Practice Football Fields in Neighborhood Parks
<b>Proposed By:</b>	Oak Creek Youth Football (OCYF)
<b>Description:</b>	The City has been approached by the OCYF organization to paint/line practice football fields in neighborhood parks where they have historically held their practices
<b>Suggested Motion(s):</b>	Approve painting of practice football fields by OCYF in Oak Leaf, Johnstone, and Riverton Meadows Parks, contingent on receipt of appropriate liability insurance naming the City as an additional insured, and reservation and payment of the fees associated with each respective rental space

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**Background:** Please find attached the request letter from the Oak Creek Youth Football organization, along with park site photos, and email communications with responses to requests for additional information and questions posed by City Staff for the Commission's consideration.

City Staff believes it would be appropriate for OCYF to reserve the fields and pay the established rental fees, especially if they are having the fields painted and want to ensure they can use them at the scheduled times. Otherwise, there is the potential for someone else to be using one of the baseball fields or the painted fields at any given time(s), and they would not be required to leave. Whether this be an organized softball or baseball team rental, or just casual recreational use.

Respectfully Submitted & Prepared By:

A handwritten signature in black ink, appearing to read "Matt Trebatoski", written in a cursive style.

Matt Trebatoski  
Director of Public Works



Oak Creek Youth Football is a well-established youth program and since its inception we have not had consistence access to actual football fields for use during our practices. The exception to this is when OCYF practiced and played their games at the Legion. At that time there was one field for all of the teams to use. As the program has grown it has become evident that we face a disadvantage of only playing on an actual football field during our games on Saturdays in the fall.

What we are asking is to have the ability to paint football fields in various parks in the city of Oak Creek to give our athletes the ability to learn the game at a more functional level. We would be looking to do this from August through October at Johnstone Park, Oak Leaf Park and Riverton Meadows Park. Oak Creek Youth Football would look to use the services of KEI to paint the fields on a as-needed basis. Riverton Meadows

Below you will find images of how the fields would be orientated at each park. The field sizes were verified by scaling them on Google Earth along with physically walking the areas and laying out the outer dimensions of the fields. In addition, I have attached the proposed schedule for each of our team's usage of the fields for the 2023 season. The fields would be used in conjunction with practices that would be held at the Milwaukee Yard.

		Football					
		AUGUST 1ST - AUGUST 24TH					
		Oak Leaf		Johnstone		<del>Carroton</del> Riverton Meadows	
		Field 1	Field 2	Field 1	Field 2	Field 2	Field 2
Monday	5:30-7:30	1/2 white	3/4 white	5 white	6 white	7 white	8 white
		1/2 blue	3/4 blue	5 blue	6 blue	7 blue	8 blue
Tuesday	5:30-7:30	1/2 white	3/4 white	5 white	6 white	7 white	8 white
		1/2 blue	3/4 blue	5 blue	6 blue	7 blue	8 blue
Wednesday	5:30-7:30	1/2 white	3/4 white	5 white	6 white	7 white	8 white
		1/2 blue	3/4 blue	5 blue	6 blue	7 blue	8 blue
Thursday	5:30-7:30	1/2 white	3/4 white	5 white	6 white	7 white	8 white
		1/2 blue	3/4 blue	5 blue	6 blue	7 blue	8 blue

		AUGUST 28TH - OCTOBER 19TH						
		Milwaukee Yard				Outside		Film Review
		Lower Level 1		Lower Level 2		5:30 - 7:30pm		
		Field 1	Field 2	Field 3	Field 4	Oak Leaf	Johnstone	OCHS
Monday	5:00-6:30	1/2 white	1/2 blue	3/4 white	3/4 blue			8 white/blue
	6:30-8:00	5 white	5 blue	6 white	6 blue			7 white/blue
Tuesday	5:00-6:30	1/2 white	1/2 blue	3/4 white	3/4 blue		8 white/blue	
	6:30-8:00	5 white	5 blue	6 white	6 blue		7 white/blue	
Wednesday	5:00-6:30	7 white	7 white	7 blue	7 blue		5 white/blue	
	6:30-8:00	8 white	8 white	8 blue	8 blue		6 white/blue	
Thursday	5:00-6:30	7 white	7 white	7 blue	7 blue	1-2 white/blue	5 white/blue	
	6:30-8:00	8 white	8 white	8 blue	8 blue	3-4 white/blue	6 white/blue	

# Oak Leaf Park



# Johnstone Park



# Riverton Meadows



## Matthew J. Trebatoski

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**From:** Jeff Wendt  
**Sent:** Thursday, February 23, 2023 1:00 PM  
**To:** Matthew J. Trebatoski  
**Subject:** FW: [EXTERNAL] Oak Creek Youth Football - Field Painting  
**Attachments:** OCYF\_Insurance 2022.pdf

Response to further questions on the football fields.

### Jeff Wendt • Parks Maintenance Supervisor City of Oak Creek • Public Works

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800 West Puetz Road. • Oak Creek, WI 53154  
Direct: 414-570-5697  
Email: [jwendt@oakcreekwi.gov](mailto:jwendt@oakcreekwi.gov)

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**From:** Adam Martin <[ocyf.president@outlook.com](mailto:ocyf.president@outlook.com)>  
**Sent:** Thursday, February 23, 2023 11:17 AM  
**To:** Jeff Wendt <[jwendt@oakcreekwi.gov](mailto:jwendt@oakcreekwi.gov)>  
**Subject:** Re: [EXTERNAL] Oak Creek Youth Football - Field Painting

Jeff,

I switched it to Riverton Meadows because I feel there is more room to lay out a larger field. As for the other questions:

- How many participants (players, parents, coaches) do you expect at a given location at a given time (overlap of practices), is the parking at each place going to be adequate? **The number of participants will vary slightly at each park depending on the team sizes. I would say 60-70 people would be present at each practice. Practices would not overlap from a time perspective. There would be multiple teams practicing at one location in the same allotted time frame. Parking has not been an issue in the past as most parents only drop off/pick up their kids. More parents at the younger levels will watch but even that is a bit more limited. The only field that would present a challenge would be Oak Leaf. My intent would be that no parents are allowed to watch any teams that are practicing at location due to the lack of parking. My thought was to have them drop off/pick up on the road behind Target as to stay out of traffic.**

- Will there be excessive noise to be concerned about with the adjacent neighborhoods? **The only noise would be whistles and enthusiastic coaches. We have practiced in Oak Creek Parks for as long as I can remember and have not had any complaints in terms of noise that I am aware of.**

- What is expected of the City of Oak Creek, just mowing, as needed? **Just the typical mowing unless the city wanted to paint the fields.**

I have attached our current insurance certificate. Please note this will be updated around June as it is set to expire in August. Field reservations can be discussed as well. Typically, when football season starts baseball



has concluded for the year. I know there is fall ball but that is pretty limited so I would think that would reduce any potential conflicts.

If you have any more questions or need additional information, please let me know.

Thanks,



**Adam J. Martin**


President – Oak Creek Youth Football



 [ocyf.president@outlook.com](mailto:ocyf.president@outlook.com)

 [www.ocyf.net](http://www.ocyf.net)

Oak Creek Youth Football

 P.O. Box 332  
Oak Creek, WI 53154

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**From:** Jeff Wendt <[jwendt@oakcreekwi.gov](mailto:jwendt@oakcreekwi.gov)>  
**Sent:** Tuesday, February 21, 2023 1:08 PM  
**To:** Adam Martin <[ocyf.president@outlook.com](mailto:ocyf.president@outlook.com)>  
**Subject:** RE: [EXTERNAL] Oak Creek Youth Football - Field Painting

Hi Adam,

We still have plenty of time before the meeting to get as much information and get it as accurate as possible so as not to delay any decisions longer than they need to be.

Something I did notice was that you had Carollton listed on the bracketed schedule but didn't mention it in the body and a layout wasn't provided. Was that a typo and should be Riverton Park in the bracketed section?

Some other questions that will probably come up so you can be prepared to answer are;

- How many participants (players, parents, coaches) do you expect at a given location at a given time (overlap of practices), is the parking at each place going to be adequate?
- Will there be excessive noise to be concerned about with the adjacent neighborhoods?
- What is expected of the City of Oak Creek, just mowing, as needed?
- I understand you talked to Paula about field reservations and you are fine with that. We would need a copy of your organizations proof of liability insurance if you reserve. I believe reservations would be a good thing, especially if you are having the fields painted and want to make sure you can use them at your scheduled time. Potential would be there that someone could be using one of the baseball fields or your painted fields and they wouldn't have to leave, be it organized softball / baseball team rentals or just casual recreational use.

The meeting is April 6<sup>th</sup>. at 6 p.m. in one of the conference rooms on the first floor of the civic center (city hall).

Thanks,  
Jeff

**Jeff Wendt • Parks Maintenance Supervisor**  
City of Oak Creek • Public Works

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800 West Puetz Road. • Oak Creek, WI 53154  
Direct: 414-570-5697  
Email: [jwendt@oakcreekwi.gov](mailto:jwendt@oakcreekwi.gov)

**From:** Adam Martin <[ocyf.president@outlook.com](mailto:ocyf.president@outlook.com)>  
**Sent:** Saturday, February 18, 2023 7:04 PM  
**To:** Jeff Wendt <[jwendt@oakcreekwi.gov](mailto:jwendt@oakcreekwi.gov)>  
**Subject:** Re: [EXTERNAL] Oak Creek Youth Football - Field Painting

Jeff,  
I apologize for the delay. Attached is the proposal that I would like to submit on behalf of OCYF. Please review and let me know if this will be acceptable or if you feel any changes are needed.

Can you please confirm the April 6<sup>th</sup> meeting is at City Hall. I would like to have a couple of board members join me in attendance.

I appreciate your help in all of this.


Thanks!




**Adam J. Martin**

President – Oak Creek Youth Football



 [ocyf.president@outlook.com](mailto:ocyf.president@outlook.com)

 [www.ocyf.net](http://www.ocyf.net)

 Oak Creek Youth Football  
P.O. Box 332  
Oak Creek, WI 53154

**From:** Jeff Wendt <[jwendt@oakcreekwi.gov](mailto:jwendt@oakcreekwi.gov)>  
**Sent:** Tuesday, January 31, 2023 1:40 PM  
**To:** Adam Martin <[ocyf.president@outlook.com](mailto:ocyf.president@outlook.com)>  
**Subject:** RE: [EXTERNAL] Oak Creek Youth Football - Field Painting

Adam,

The next Parks and Recreation commission meeting that I'd like to bring this up is April 6<sup>th</sup>. at 6:00 p.m..

If you could prepare a 1 or 2 page request letter containing the who, what, where, and whys on what your organization would like to do, and send it to me so I can get the information out to the members ahead of time so they could look it over before the meeting I think that'll help speed the process up. List all the information you can think of that will be useful. Such as; The fields you would like to use and layouts, the questions I already asked in the previous email, time of day of use, weekend use if any, how many participants, etc... I would need the letter no later than a couple weeks before the meeting.

Let me know if you have any questions.

Thanks,

**Jeff Wendt • Parks Maintenance Supervisor**  
**City of Oak Creek • Public Works**

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800 West Puetz Road. • Oak Creek, WI 53154  
Direct: 414-570-5697  
Email: [jwendt@oakcreekwi.gov](mailto:jwendt@oakcreekwi.gov)

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**From:** Jeff Wendt  
**Sent:** Monday, January 30, 2023 3:03 PM  
**To:** Adam Martin <[ocyf.president@outlook.com](mailto:ocyf.president@outlook.com)>  
**Subject:** RE: [EXTERNAL] Oak Creek Youth Football - Field Painting

Adam,

The area behind the East Middle School is school district property so that would be up to them to allow that there.

I will get back to you on the date and time for the next meeting. I believe it will be the first part of March, usually a Thursday evening.

Thanks,

**Jeff Wendt • Parks Maintenance Supervisor**  
**City of Oak Creek • Public Works**

---

800 West Puetz Road. • Oak Creek, WI 53154  
Direct: 414-570-5697  
Email: [jwendt@oakcreekwi.gov](mailto:jwendt@oakcreekwi.gov)

---

**From:** Adam Martin <[ocyf.president@outlook.com](mailto:ocyf.president@outlook.com)>  
**Sent:** Monday, January 30, 2023 12:32 PM  
**To:** Jeff Wendt <[jwendt@oakcreekwi.gov](mailto:jwendt@oakcreekwi.gov)>  
**Subject:** Re: [EXTERNAL] Oak Creek Youth Football - Field Painting

Jeff,

To answer your questions below:

- KEI would paint the lines as they offer that service
- We would certainly be open to the discussion, but this is not something we have done in the past.
- The fields would be utilized from August 1<sup>st</sup> - October 26th.

I totally understand you not wanting us to use Shepard Hills. Another school we could look at is the area behind Oak Creek East Middle School.

If you could add this to the agenda that would be greatly appreciated. I would love to attend as well if you can let me know the date/time of the meeting I will plan on attending.

Thanks for you help!



**Adam J. Martin**

President – Oak Creek Youth Football



[ocyf.president@outlook.com](mailto:ocyf.president@outlook.com)



[www.ocyf.net](http://www.ocyf.net)



Oak Creek Youth Football  
P.O. Box 332  
Oak Creek, WI 53154

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**From:** Jeff Wendt <[jwendt@oakcreekwi.gov](mailto:jwendt@oakcreekwi.gov)>

**Sent:** Friday, January 27, 2023 2:13 PM

**To:** Adam Martin <[ocyf.president@outlook.com](mailto:ocyf.president@outlook.com)>

**Subject:** RE: [EXTERNAL] Oak Creek Youth Football - Field Painting

Hi Adam,

I would like to bring this to the Parks and Recreation commission so they could have input on this. This is a meeting that you could attend and present your case on what you'd like to do and why, and then hear their discussion about it and answer any questions they might have.

The questions I have, and probably the commission will too are;

- I know you said you'd cover the cost of the paint, who will paint the lines?
- Are you planning on paying a fee to reserve the fields?

- From what date to what date would they be utilized?

One of the areas I don't want utilized for football is Shepard Hills ball diamonds. Those are our pay for play fields which get a lot of time and money put into them so the turf is in good shape to play baseball/softball on in which they are specifically designated for. The other open areas in the various parks I don't have an issue with.

Let me know if you want to proceed and I'll have an agenda item made for the next meeting.

Thanks,

**Jeff Wendt • Parks Maintenance Supervisor**  
**City of Oak Creek • Public Works**

800 West Puetz Road. • Oak Creek, WI 53154  
Direct: 414-570-5697  
Email: [jwendt@oakcreekwi.gov](mailto:jwendt@oakcreekwi.gov)

**From:** Adam Martin <[ocyf.president@outlook.com](mailto:ocyf.president@outlook.com)>  
**Sent:** Friday, January 27, 2023 12:39 PM  
**To:** Jeff Wendt <[jwendt@oakcreekwi.gov](mailto:jwendt@oakcreekwi.gov)>  
**Subject:** [EXTERNAL] Oak Creek Youth Football - Field Painting

Hello Jeff,

I am looking to see if you would have an issue with OCYF painting football fields at various fields throughout a few parks in Oak Creek to be used for football practice? Ideally, we would only need 3 locations. I have attached a drawing that reflects how some of the fields would fit at various locations. OCYF would cover the cost to paint the fields. If you could take a look and let me know your thoughts that would be greatly appreciated.

Thanks!





**Adam J. Martin**

President – Oak Creek Youth Football



 [ocyf.president@outlook.com](mailto:ocyf.president@outlook.com)

 [www.ocyf.net](http://www.ocyf.net)

 Oak Creek Youth Football  
P.O. Box 332  
Oak Creek, WI 53154



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
07/20/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> Player's Health Cover USA Inc.  718 Washington Ave. North, Minneapolis, MN, 55401	<b>CONTACT NAME:</b> PHONE (A/C No. Ext): 3143044894      FAX (A/C No): E-MAIL ADDRESS: certificates@playershealth.com PRODUCER CUSTOMER ID :	
	<b>INSURER(S) AFFORDING COVERAGE</b> NAIC #	
<b>INSURED</b>  WISCONSIN ALL AMERICAN YOUTH FOOTBALL LEAGUE AAYFL  PO Box 42, Muskego, WI 53150	<b>INSURER A :</b> State National Insurance Company, Inc.      12831	
	<b>INSURER B :</b> Great American Insurance Company      16691	
	<b>INSURER C :</b>	
	<b>INSURER D :</b>	
	<b>INSURER E :</b>	
	<b>INSURER F :</b>	

**COVERAGES**      **CERTIFICATE NUMBER: PH- 120373**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> INCLUDES ATHLETIC PARTICIPANTS  GENERAL AGGREGATE LIMIT APPLIES PER:	Y		OVE-000011-00	08/01/2022	08/01/2023	EACH OCCURRENCE	\$2,000,000.00
							DAMAGE TO PREMISES RENTED (Any one premises)	\$300,000.00
							MED EXP (any one person)	\$5,000
							PERSONAL & ADV INJURY	\$1,000,000.00
							GENERAL AGGREGATE	\$5,000,000.00
							PRODUCTS - COMP/OP AGG	\$1,000,000.00
							PARTICIPANT LEGAL LIAB	\$1,000,000.00
							<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> NON-OWNED AUTO <input type="checkbox"/> SCHEDULED AUTOS	
<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE  DEDUCTIBLE RETENTION \$							EACH OCCURRENCE AGGREGATE	\$ \$ \$ \$
<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below			N/A				<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER  E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	\$ \$ \$
A	<b>OTHER</b> Abuse/Molestation			OVE-000011-00	08/01/2022	08/01/2023	Each Occurrence: \$1,000,000	Aggregate: \$2,000,000
B	Participant Accident Medical			BSR E758934-00			Per Limit: \$1,000,000	

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) Certificate Number PH- 120373. Certificate Holder its agents, officers, directors, and employees shall be named as an additional insured as required by written contract on a primary and non-contributory basis.

<b>CERTIFICATE HOLDER</b> OAK CREEK HIGH SCHOOL 340 EAST PUETZ RD OAK CREEK WI 53154	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <i>Christopher Pesigan</i>
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*Needs to be City of Oak Creek*



Meeting Date: April 6, 2023

Item No. 4c

## PARKS & RECREATION COMMISSION

<b>Agenda Item:</b>	Proposed changes to scope for the Abendschein Park pavilion
<b>Proposed By:</b>	Planning and Administration
<b>Description:</b>	Review design changes to save costs for the proposed for the Abendschein Park pavilion project
<b>Suggested Motion(s):</b>	That the Commission recommend to the Common Council that the City proceed with a contract amendment to redesign the Abendschein Park pavilion.

---

**Background:** In August of 2022 construction bids for the Abendschein Park pavilion were received by the City. The apparent low bidder proposed a construction amount of \$4,557,000 for the project, which was \$1,341,600 over the design development budget of \$3,215,900.

On October 4, 2022 the Common Council rejected the bids received for the Abendschein Park Pavilion Project and to directed staff to explore alternative design options.

The attached documentation represents staff's and architect's efforts to redesign the project to better align with previously budgeted resources while retaining the functionality of the site and building.

The overall area has been reduced from 7,164 s.f. to 4,611 s.f., a reduction of 2,553 s.f. (35%). Additionally, architectural design options have been identified to make the project more cost effective, such as the elimination of the stage and simplifying the design.

The Commission is being asked to weigh in on whether the proposed changes are acceptable, and should be further advanced through an amended design contract with the architect. Ultimately, any funding and timing decisions would be the sole responsibility of the Common Council.

Respectfully Submitted & Prepared By:

A handwritten signature in black ink, appearing to read "Douglas W. Seymour".

Douglas W. Seymour, AICP  
Director of Community Development

**Project:** Abendschein Park Pavilion

**210180-01**

**Date:** 02/16/2023

**Location:** 1311 Drexel Ave.  
Oak Creek, WI 53154

### Project Summary

PRA met with the apparent low bidder to review their assessment of project budget and bid. They made several suggestions for the project team to review.

### Project Budget and Bidding:

Design Development budget:	4/24/2022	\$3,215,900
Apparent Low bid:	8/26/2022	\$4,557,500
Difference		+1,341,600
<hr/>		
City revised budget	11/30/2022	\$2,500,000
Difference		+2,057,500

### Caveats noted by low bidder: Bidding climate factors

- 1) Allow longer window from contract award to mobilization to deal with procurement challenges.
- 2) Develop schedule that optimizes bidders and limits winter conditions.





**Value Engineering Path**

**Scope Reduction**

- Omit Large Stage
- Omit Parking lot paving (funded elsewhere)
- Parking lot lighting (can this be funded elsewhere)
- 8" water main for Fire Protection and future extension (can it be funded elsewhere)

**Site Related Reductions**

- Omit Food truck hook-ups
- Omit fencing around pond
- Reduce Site Concrete. Could replace with alternative paving
- Reduce planting density to code minimums
- Reduce Site lighting
- Simplify yard screening (prefabricated alternate)

**Building**

Reduce overall footprint

Area:	Prev	New	Reduction	
Overall	7,164	4,611	-2,553	-35%
Enclosed	3,573	2,667	-906	-25%
Covered	2,817	1,239	-1,578	-56%
Trash	775	601	-174	-22%

- Decrease cooler size
- Reduce toilet fixture count
- Omit Family Toilet Room
- Move cooler outside of building shell (option not shown yet)
- Remove south facing clerestory (will track this as an Alternate Deduct)
- Simply structural steel (reduce spans, no moment connections)
- Aim to use more wood structure
- Increased main roof slope to 3/12 to allow simpler alternate to roof shingles
- Alternate soffit panels to LMC
- Alternate Siding Material
- Reduce number of overhead sectional doors
- Omit Overhead Serving Door
- Omit Destrat fans and controls
- Three seasons instead of year round tempered building (has other structural and MEP systems impacts)
- Fire Protection

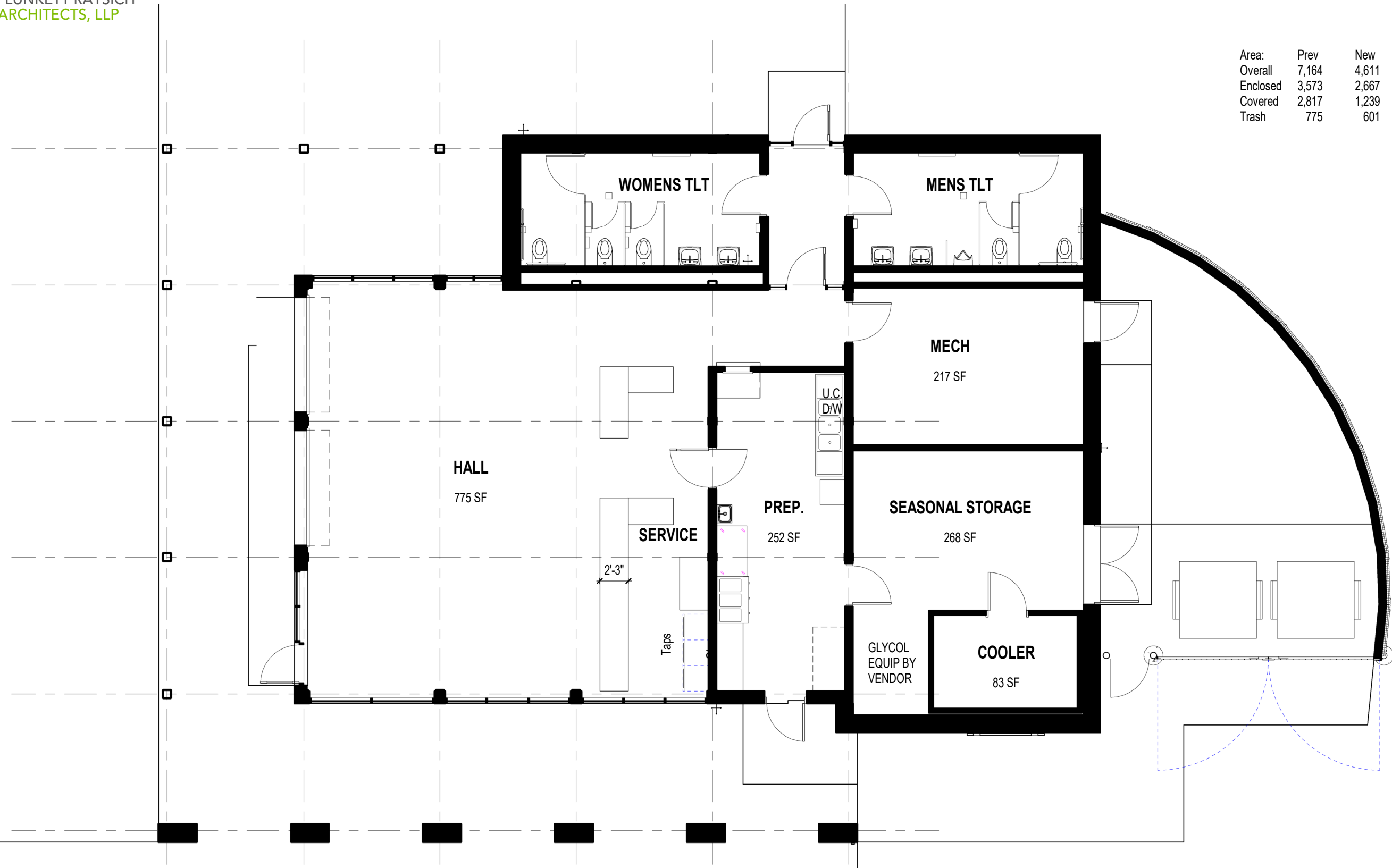
Prepared by:




# ABENDSCHEIN PARK PAVILION

PLUNKETT RAYSICH  
ARCHITECTS, LLP

Area:	Prev	New	Reduction	
Overall	7,164	4,611	-2,553	-35%
Enclosed	3,573	2,667	-906	-25%
Covered	2,817	1,239	-1,578	-56%
Trash	775	601	-174	-22%



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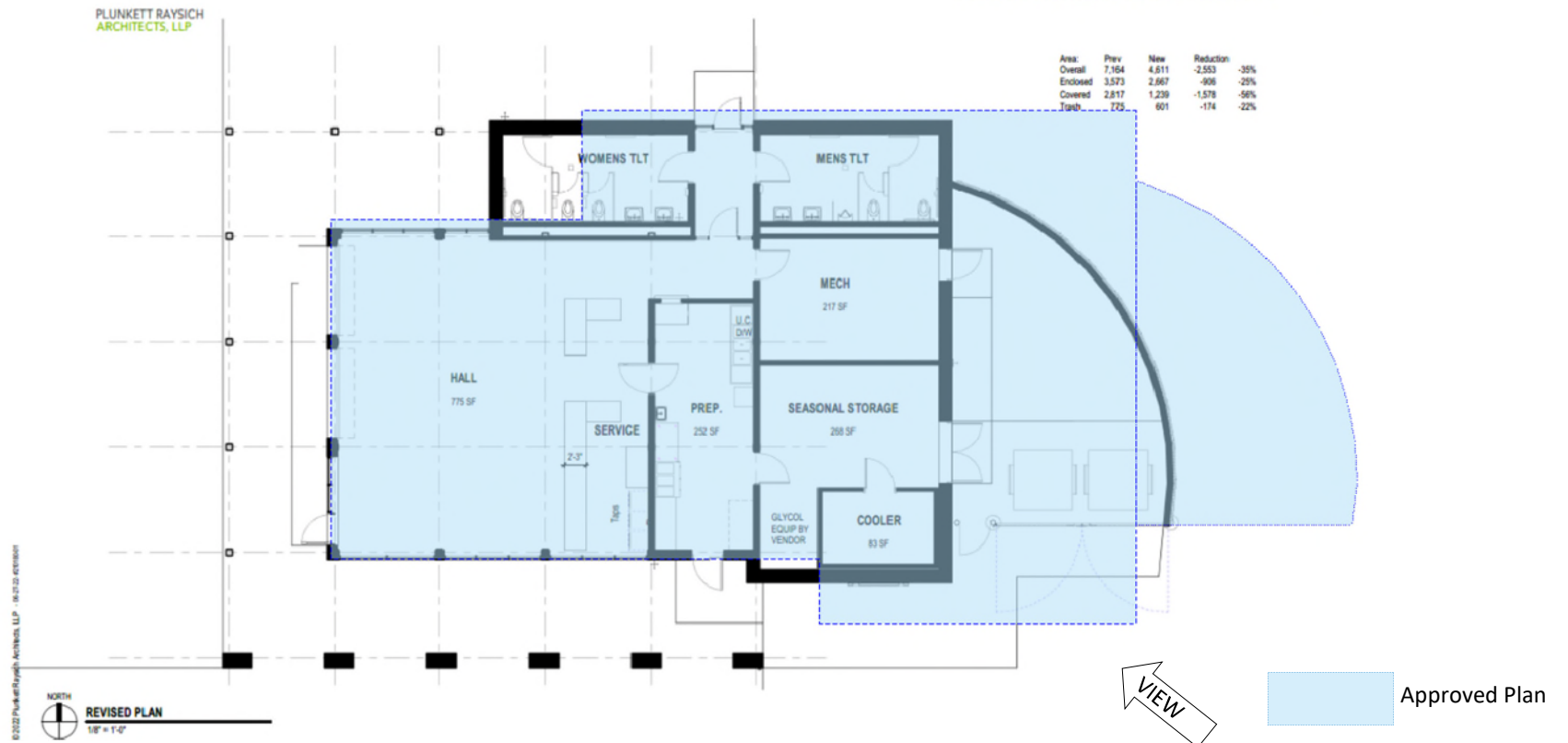
NORTH  
**REVISED PLAN**  
1/8" = 1'-0"

CURRENT PLAN

# Approved



# Proposed Revision



Approved



Proposed Revision

