



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

PARKS & RECREATION COMMISSION

August 3, 2023
6:00 P.M.

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

The City's Vision

Oak Creek: A dynamic regional leader driving the future of the south shore.

1. Call Meeting to Order/Roll Call
2. Approval of Minutes – July 6, 2023
3. Relevant Common Council Actions Report
4. New Business
 - a. 2023 Condition of City Parks Report
 - b. 2024 Capital Budget Priorities
 - c. Report on recreation programs – OCFSD
 - d. Discussion on parkland dedication—2231 W. Puetz Rd.
5. Adjournment

Dated this 28 day of July, 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. 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

**MINUTES OF THE REGULAR MEETING
CITY OF OAK CREEK PARKS & RECREATION COMMISSION
July 6, 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, Commissioner Krist and Commissioner Bautch. Also present was Community Director Doug Seymour and Planner/Zoning Administrator, Sylvia Brueckert. Excused Mike Theys, Anne Beyer, and Nicole Druckrey.

2. Approval of Minutes –

a. January 5, 2023

Commissioner Krist moved to approve the minutes of the January 5, 2023, meeting. Alderman Guzikowski seconded. All voted Aye. Motion carried.

b. April 6, 2023

Chairperson Schreiber-Johnson moved to approve the minutes of the April 6, 2023, meeting. Commissioner Krist seconded. All voted Aye. Motion carried.

3. Relevant Common Council Actions Report

Director Seymour stated there were no new relevant Common Council Actions. Director Seymour did update the Commission on the status of the North Bluff Project. Chairperson Schreiber-Johnson asked if there were any community feedback on the revetment project at the city event. Director Seymour responded that there more questions and no negative comments.

4. New Business

a. Election– Conduct election to select the Chairperson and Secretary of the Parks & Recreation Commission.

Chairperson Schreiber-Johnson opened the floor for nominations for the Chairperson of the Parks and Recreation Commission.

Alderman Guzikowski nominated Leah Schreiber-Johnson.

Commissioner Krist motioned to elect Leah Schreiber-Johnson as the Chairperson of the Parks and Recreation Commission, seconded by Alderman Guzikowski. All voted Aye. Motion carried.

Chairperson Schreiber-Johnson opened the floor for nominations for the Secretary of the Parks and Recreation Commission.

Chairperson Schreiber-Johnson nominated Anne Beyer. Commissioner Krist motioned to elect Anne Beyer as the Secretary of the Parks and Recreation Commission, seconded by Chairperson Schreiber-Johnson. All voted Aye. Motion carried.

b. Review City of Oak Creek Strategic Action Plan 2023 – 2027 as it pertains to Parks and Recreation. Director Seymour went over the Oak Creek Strategic Action Plan 2023-2027 and how the individual Critical Success Factors affects the Parks Commission. (See brief for details).

Chairperson Schreiber-Johnson stated she believed that there is an Art Commission and wonders if this commission could communicate or meet with the Parks Commission to collaborate. Director Seymour stated that this is not really a commission but a group that hasn't met in a year or so and it is comprised of mainly staff. There is a goal to have this a community-based commission. If you or anyone else is interested in this commission, please contact our Zoning Administrator, Sylvia

Brueckert and she will get you in contact with this committee. Commissioner Krist stated that the school board is meeting on Monday to discuss the options of having a pool. This could be part of engaging the community since all residents will be able to use the pool.

Chairperson Schreiber-Johnson confirmed that Heather Ryan is the liaison between the Parks Commission and the Recreation. Director Seymour stated that Heather Ryan is the liaison and will be presenting the pool topic at the next Park's Commission meeting.

Chairperson Schreiber-Johnson stated if the lakefront park project will be completed by 2030 or will the vision plan be completed by 2030. Director Seymour stated that by 2030 there will be a fully functioning Lakefront.

Chairperson Schreiber-Johnson asked if the parks plan was implemented, where is this plan. Director Seymour responded that the Capitol Improvement Project (CIP) is the plan. Between what Matt has provided and what you will see next month is the roadmap of the plan.

Commissioner Bautch stated that a person dedicated to just the parks would be helpful. Chairperson Schreiber-Johnson responded the money isn't there. Director Seymour stated that this is a great time to discuss the issue. If the Commission feels that someone should be in place to oversee the Parks, he can bring their concerns to the City Administrator. Commissioner Bautch and Chairperson Schreiber-Johnson agreed that this may not be a full time job but stress that someone needs to be advocating for all of the parks and not just lakefront.

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

c. Projects Updates

Director Trebatoski, Director of Public Works went over the project details (see report for details).

i. Ballfield improvements to Meadowview Park

Director Trebatoski stated that parks staff completed the work late last year by adding infield mix and conditioners and installing new base pegs. A contractor was used to install new fence from the backstop extending down the first and third base lines. The total project cost came in just under the budgeted \$10,000 per field.

ii. Ballfield lights at Shepard Hills Park

Director Trebatoski stated that the 2023 budget includes \$15,000 for the removal of the ballfield lights at Diamond 1. The lights are currently working but the inspector will not attempt to certify that they are functioning below grade. They wanted to check in with the commission to determine if they should just leave them up or to move forward with the removal of the lights.

The consensus of the commission is to leave the lights up until fall and then remove the lights.

iii. Volleyball court at Willow Heights Park

Director Trebatoski stated there were no new updates.

These items were informational only and a vote was not required.

5. Adjournment

Alderman Guzikowski made a motion to adjourn the meeting. Commissioner Krist seconded. All voted Aye. The meeting adjourned at 6:58 pm.

Prepared By:

Respectfully Submitted,

Doug Seymour
Director of Community Development

Anne Beyer
OCPR Secretary



Meeting Date: August 3, 2023

Item No. 4a

PARKS & RECREATION COMMISSION

Agenda Item: Information Item – 2023 Condition 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 I will be available at the August 3, 2023 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 2024 budget.

Respectfully Submitted & Prepared By:

A handwritten signature in black ink, appearing to read "M. Trebatoski", with a stylized flourish at the end.

Matthew J. Trebatoski, MPA
Director of Public Works

Attachments:

2023 Condition of City Parks Report Presentation (26 pages)

Condition of City Parks

Jeff Wendt, Parks Maintenance Supervisor

Matt Trebatoski, Director of Public Works

August 3, 2023



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. Concept Plan completed in December, 2022

Baseball Diamond

- Good condition

Air Shade

- In good repair
- Due for touchup painting in the next year or two



Abendschein Park Cont.

Play structure

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

Concession Stand and Restrooms

- Hit hard with vandalism and graffiti almost every year
- Working on camera system with IT

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

- 18 years old
- In good repair



OAKCREEK
— WISCONSIN —

Camelot Park Cont.

Basketball Court

- Good shape

Backstop

- Good condition

Pathway

- Routed and crack filled this year



Carrollton School Park

Tennis Courts (2)

- Good shape

Baseball and Soccer Fields

- Good condition

Path

- Good shape



Chapel Hills Park

Play Structure

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

Steel Open Air Shelter

- Painted in 2021

Tennis and Basketball Courts

- 21 years old
- Conditions justify reconstruction. Recommend budgeting for 2024
- 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

- 23 years old
- Replaced main section 7 years ago



Haas Park Cont.

Metal Open Air Shelter

- Painted 4 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 3 years ago
- Metal roof installed in 2017



Johnstone Park Cont.

Play structure

- 27 years old
- Good shape - have replaced many parts, keeping it serviceable
- Water / washout issue corrected in 2023

Walking Path

- Poor shape. Ice problems in winter, unsafe walking conditions
- Needs reconstruction
- Addressing with land development project to the west probably not an option given timing



Kickers Creek Park

Old South Milwaukee landfill site leased by Oak Creek until 2026

- Material decomposing and ground above settling for last 21 years
- Fields have many low spots with water draining to them
- Needs to be graded and more fill brought in. Will work with Engineering to see about filling
- If not, recommend not renewing lease in 2026



Kickers Creek Cont.

Parking Lot

- Good Condition

Fields

- Used primarily for soccer and flag football
- OCYF has expressed potential interest in use of park



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. Repaired holes and seams in 2022

Outdoor Restrooms

- Vandalism & graffiti continue to be a problem. Looking into new cameras system

Gravel Road Down to Lake

- Washes out with significant rainfalls. Staff adds stone and grades, as needed



Lake Vista Park Cont.

Play structure

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

Landscaping Beds

- Struggle to keep looking good. Many original plants have died
- Very labor intensive
- Use contracted service



Manor Marquette Park

Play Structure

- 3 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. Recommending be budgeted for 2025



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
- Refurbished 6 benches around the pond in 2023

Pavilion

- Vandalism is an ongoing concern



Oak Leaf Park

Play Structure

- 24 years old
- Replaced many parts over years, including swing bays last 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. Hope to replace with steel roof this fall, pending funds



Otjen Park

Play Structure

- 21 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

- 3 years old

Tennis Court

- Good condition
- Painted pickle ball court lines in 2023. Must bring your own net

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 West diamond outfield in 2020
- Drain tile installed in East diamond outfield in 2022
- Lights 47 years old. Planned for removal in fall, 2023



South Hills Park

Play Structure

- 18 years old
- Good shape

Asphalt Paths & Lot

- Holding up

Tennis & Basketball Courts

- Good shape
- Crack repair work in 2023

Open Air Steel Shelter

- Painted in 2018



Veterans Park

Flags

- Replaced yearly

Parking Lot

- Good condition



Willow Heights Park

Play Structure

- 27 years old

Pathway

- Reconstructed in 2015

Tennis/Pickleball/Basketball Courts

- Reconstructed in 2015
- Good shape

Open Air Steel Shelter

- Repainted in 2020



STAFF REPORT

Item: 2024 Capital Budget Priorities

Recommendation: Recommend to City Council Inclusion of 2024 Parks Capital Projects into the 2024 City Budget

Fiscal Impact: \$349,182

Critical Success Factor(s):

- Vibrant and Diverse Cultural Opportunities
- Thoughtful Development and Prosperous Economy
- Safe, Welcoming, and Engaged Community
- Inspired, Aligned, and Proactive City Leadership
- Financial Stability
- Quality Infrastructure, Amenities, and Services
- Not Applicable

Background: Please find attached the proposed five-year capital projects and improvements budget schedule. We will plan to review each of the items at the meeting and look for your input and guidance on prioritizing them.

Options/Alternatives:

Respectfully submitted:

Prepared:

Andrew J. Vickers, MPA
City Administrator

Matthew J. Trebatoski, MPA
Director of Public Works

Fiscal Review:

Maxwell Gagin, MPA
Assistant City Administrator / Comptroller

Attachments: 2024 Public Works - Parks Div. 5-Year CIP

**Department of Public Works - Parks Division
Proposed 5 Year Capital Equipment and Improvement Plan
Budget Year 2024**

CAPITAL EQUIPMENT	6-YEAR TOTAL COST	2023	2024	2025	2026	2027	2028
Replace #755 Toro Sprayer	\$22,000.00					\$22,000.00	
Replace #767 Toro 4100 Mower (2005)	\$95,000.00				\$95,000.00		
Replace #759 Toro Groomer (2006)	\$25,000.00			\$25,000.00			
Replace #768 John Deere 60" Rear Discharge Mower (2007)	\$30,000.00	\$30,000.00					
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
New Trackless Tractor Municipal Lease	\$120,000.00			\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
CAPITAL EQUIPMENT SUBTOTALS:	\$937,091.04	\$134,181.84	\$104,181.84	\$159,181.84	\$229,181.84	\$176,181.84	\$134,181.84
CAPITAL PROJECTS/IMPROVEMENTS	6-YEAR TOTAL COST	2023	2024	2025	2026	2027	2028
Refinish Exterior of Main Pavillion and Bluff Shelters at Lake Vista Park	\$20,000.00					\$20,000.00	
Improve Baseball Field in a neighborhood park	\$10,000.00	\$10,000.00					
Improve Baseball Field in a neighborhood park	\$10,000.00	\$10,000.00					
Construct Sand Volleyball Court at Willow Heights Park	\$32,200.00	\$32,200.00					
Remove Ballfield Lights at Shepard Hills Park Diamond 1	\$15,000.00	\$15,000.00					
Reconstruct Pathways at Johnstone Park (raise & address drainage)	\$70,000.00		\$70,000.00				
Reconstruct Basketball Court at Chapel Hills Park	\$35,000.00		\$35,000.00				
Replace 2 Tennis Courts with 1 Tennis and 2 Pickleball Courts & Fencing at Chapel Hills Park	\$140,000.00		\$140,000.00				
Replace 2 Tennis Courts with 1 Tennis and 2 Pickleball Courts & Fencing at Meadowview Park	\$142,000.00			\$142,000.00			
Replace Play Structures in Parks	\$200,000.00				\$100,000.00	\$100,000.00	
Replace 2 Tennis Courts at Carrollton Park	\$145,000.00						\$145,000.00
CAPITAL LEASES AND PROJECTS SUBTOTALS:	\$819,200.00	\$67,200.00	\$245,000.00	\$142,000.00	\$100,000.00	\$120,000.00	\$145,000.00
GRAND TOTALS:	\$1,756,291.04	\$201,381.84	\$349,181.84	\$301,181.84	\$329,181.84	\$296,181.84	\$279,181.84