

**MINUTES OF THE REGULAR MEETING
CITY OF OAK CREEK PARKS, RECREATION & FORESTRY COMMISSION
JULY 9, 2020**

1. Call Meeting to Order/Roll Call

Chair Schreiber-Johnson called the meeting to order at 6:32 pm. The following members were present at roll call: Commissioner Bautch, Commissioner Theys, Commissioner Ryan, Commissioner Beyer, Alderman Guzikowski, Commissioner Thiel, and Chair Schreiber-Johnson. Also present: City Administrator Andrew Vickers, Jeff Wendt, Parks Maintenance Supervisor, Public Works Director Ted Johnson and Laurie Miller, Zoning Administrator.

2. Approval of Minutes – January 9, 2020

Commissioner Ryan motioned to approve the minutes of the January 9, 2020 meeting. Commissioner Theys seconded. On roll call: All voted aye. Motion carried.

3. Approval of Minutes – May 21, 2020

Commissioner Ryan motioned to approve the minutes of the May 21, 2020 meeting. Commissioner Beyer seconded.

Commissioner Bautch questioned the lack of a timeline for item d: Proposal for Consideration: Frank Carini and Scott Holler, Oak Creek High School Baseball Team, to propose improvements to the baseball fields at Johnstone Park, Carrolton Park and Riverton Meadows Park which would allow the parks to be eligible for tournament play.

Zoning Administrator Miller stated that a timeline had not been established but that it would be added as an agenda item for the next meeting.

Zoning Administrator Miller clarified Chair Schreiber-Johnson's questions regarding a self-guided tour versus a virtual tour.

Commissioner Bautch also questioned item g: Review and Discussion: Public Participation Plan for Future Ryan Business (Amazon) Neighborhood Park and item h: Review and Discussion: Public Participation Plan for Future Orchard Hills Pocket Park and why the Commissioners had not received guidance from Zoning Administrator Miller as to what type of assistance she required of them.

Zoning Administrator Miller explained that the plans were not yet at that stage of development.

On roll call: All voted aye. Alderman Guzikowski and Commissioner Theys abstained as they were absent from the meeting. Motion carried.

4. New Business

a) **Guest Speaker: Andrew Vickers, City Administrator – Exploration of the OCFSD & City Joint Partnership of Recreation Programming**

City Administrator Vickers addressed the retirement of Recreation Manager Mary Jane Trate and the opportunity to re-envision the structure of the Recreation Department. (see exhibit A for details).

City Administrator Vickers referenced the City's Strategic Action Plan and the goal outlined under "Inspired, Aligned and Proactive City Leadership" Critical Success Factors, specifically, "convene discussions and examine partnerships with other stakeholders regarding shared services, cooperative programming and alignment of resources with a specific objective to establish a shared services implementation plan with the Oak Creek Franklin Joint School District".

City Administrator Vickers stated that he and Andrew Chromy of the Oak Creek Franklin Joint School District have discussed several collaborative projects, but that a joint community recreation platform has a lot of merit. City Administrator Vickers stressed that this would be fashioned as a partnership and would share branding with the School District.

City Administrator Vickers also made clear that any joint programming must serve the needs of all ages groups within the community and afford them each an opportunity to grow educationally, socially and physically.

City Administrator Vickers stressed that finding a new home for those current part-time employees of the recreation department was a critical component of any plan.

Commissioner Ryan spoke to the fact that this is how several neighboring communities administer their recreation programming including the City of Milwaukee. Commissioner Ryan added that the School District has the facilities needed to run this type of programming and that these facilities compliment the facilities the City is able to provide.

City Administrator Vickers reiterated that the City will retain administrative control of and revenue from the city parks although they would continue to be used for recreational programming purposes.

Chair Schrieber-Johnson asked whether this issue had been addressed at the July 7 Common Council meeting, and if so, what type of discussion had taken place.

City Administrator Vickers responded that the discussion had been generally well received but that one of the issues raised was affordability and the discrepancy in fees that the School District charges for similar services offered by the Recreation Department. City Administrator Vickers went to on to state that there were areas in which the City and School District actually

had competing programs and that there were many opportunities to streamline and improve services to the residents of Oak Creek.

Alderman Guzikowski concurred with City Administrator Vickers' summary of the discussion and added that the timing seemed right to make this move.

Chair Schrieber-Johnson spoke from the perspective as a member of the School Board and agreed that the preliminary discussions were also well received there.

City Administrator Vickers was unsure of the timeline going forward but felt a calendar year with programming beginning January, 2021 was feasible.

Commissioner Ryan concurred, stating that the winter/spring catalog would hopefully be a joint programming effort.

City Administrator Vickers added that part of the reason the City is not divesting themselves from recreation programming is the hope that the Commission can be an advisory body that offers guidance and representation in shaping policy and programming as the proposed collaboration moves forward.

Commissioner Theys, Commissioner Thiel, Commissioner Beyer and Commissioner Bautch expressed their approval of the planned recreation collaboration.

City Administrator Vickers pointed out that library programming would continue to happen independently from recreation programming.

Chair Schrieber-Johnson asked that the Commission please be included in communications as the collaboration moves forward so that they are able to keep themselves and community members informed.

b) Staff Report

Zoning Administrator Miller reviewed staffing changes and project updates throughout the city. (see staff report for details).

Chair Schrieber-Johnson inquired about the final plans for Riverton Park and Manor Marquette Park and whether or not the Commission had been sent them.

Parks Maintenance Supervisor Wendt stated that an ADA accessible swing would be installed at Manor Marquette Park and that although there was room to add one at Riverton Park, there were currently not funds to do so.

Public Works Director Johnson explained that the current plans were almost identical to the ones previously presented to the Commission and after discussions with Milwaukee County,

the only changes were minor. Public Works Director Johnson offered to send the final plans to the Commissioners.

Public Works Director Johnson stated that the County has a say in how and what projects occur at these parks because they are leased by the City, but it is to the City's benefit to maintain these parks for the enjoyment of the residents of Oak Creek.

Chair Schrieber-Johnson expressed that it may be beneficial for the Commission to have a better understanding about these types of relationships between the County and the City for future reference.

Public Works Director Johnson felt that since the Parks and Open Space Plan was being updated and the City/County agreements are included in this, it would be an ideal opportunity to include such a discussion as an agenda item at a future meeting.

Zoning Administrator Miller, Chair Schrieber-Johnson and Commissioner Bautch agreed.

Chair Schrieber-Johnson, Commissioner Beyer and Commissioner Bautch each wondered what impact the loss of the Urban Forester position would have on the City.

Public Works Director Johnson replied that there are currently two certified arborists on staff who will help fill the vacancy until such times as a decision on the future of the position is made.

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

c) Virtual Parks Tour

Zoning Administrator Miller presented a brief history of the origins of the parks tour and its usefulness in viewing existing parks conditions, completed parks projects and discussing locations for future projects.

The following parks and projects were addressed in the presentation:

- i. Willow Heights Park - playground replacement through either the purchase of replacement parts (estimated cost \$20,000) or the purchase of a new playground structure (estimated cost: \$50,000)

Commissioner Beyer mentioned that she had discussed the idea of a volleyball court at Willow Heights with Zoning Administrator Miller.

Zoning Administrator Miller stated that this would be addressed at the September meeting.

Commissioner Beyer and Chair Schrieber-Johnson questioned whether community members could be helpful in raising funds for various parks projects and whether that would need to be coordinated with the City.

Zoning Administrator Miller stated that there would most likely be some form of coordination with the City but that she would need further direction from the administration.

Commissioner Bautch also questioned how community fundraising would be accomplished.

Alderman Guzikowski answered that he felt it was premature to discuss fundraising without knowing exactly what the process would entail.

- ii. Chapel Hills Park - playground replacement through either the purchase of replacement parts (estimated cost \$18,000) or the purchase of a new playground structure (estimated cost \$52,000)

Parks Maintenance Supervisor Wendt felt the structures would last for a couple of more years then went on to explain how UV light breaks down the structures and how the parts of the structures that become non-safety compliant as they age, must be brought up to current safety standards.

- iii. Tractor Replacement – current model is 22 years old and breaks down frequently (estimated cost \$125,000)
- iv. Lake Vista Park – replacement of rubber safety surface due to improper installation (estimated cost \$24,000)

Commissioner Bautch asked whether this was a warranty issue or not.

Parks Maintenance Supervisor Wendt stated that it was not.

- v. Shepard Hills Park – replace/relocate current softball field lighting with metal poles and LED lights and add a new fence in the outfield (estimated cost \$275,000)

Parks Maintenance Supervisor Wendt explained that the field is used for recreation leagues and rentals. With new lights, Parks Maintenance Supervisor Wendt felt that the field would be able to host 2 games per night and generate more rental income.

- vi. Johnstone Park – path is too low to existing grade and needs replaced (estimated cost \$10,000-\$20,000)

Parks Maintenance Supervisor Wendt stated there are several parks in the City with the same issue, but this is by far the worst.

Parks Maintenance Supervisor Wendt and Alderman Guzikowski briefly discussed the need to re-stain the building at Lake Vista Park every three to five years.

4. **Adjournment**

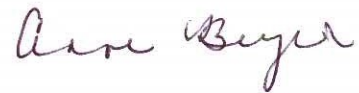
Alderman Guzikowski motioned to adjourn. Commissioner Bautch seconded. On roll call: all voted aye. Motion carried. The meeting was adjourned at 7:55 p.m.

Prepared By:



Laurie Miller
Zoning Administrator

Respectfully Submitted,



Anne Beyer
OCPRF Secretary