

**PLEASANT PRAIRIE  
COMMUNITY DEVELOPMENT AUTHORITY  
Village Hall Auditorium  
9915 39<sup>th</sup> Avenue  
Pleasant Prairie, WI  
April 20, 2005  
4:30 p.m.**

A meeting of the Pleasant Prairie Community Development Authority was held on Wednesday, April 20, 2005. Meeting called to order at 4:30 p.m. Present were John Steinbrink; Gary Hutchins; Kate Jerome and Larry Nelson. Bill O'Toole, Phil Godin and Tom Reiherzer were excused. Also present were Mike Pollocoff, Executive Director; Jane Romanowski, Secretary; Kathy Goessl, Treasurer and Jim Machnik of HNTB.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. MINUTES OF MEETINGS – FEBRUARY 16, 2005.**

**JEROME MOVED TO APPROVE THE MINUTES OF THE FEBRUARY 16,  
2005 CDA MEETING AS PRESENTED IN THEIR WRITTEN FORM;  
SECONDED BY NELSON; MOTION CARRIED UNANIMOUSLY**

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

- A. Authorize the Release of a Request for Proposal for Razing and Grading of Structures.**

Michael Pollocoff:

I am looking for an authorization to release a Request for Proposal. The CDA previously issued an RFP for razing of structures in the redevelopment area and we have exercised everything on that contract with one change order when we took down the Satellite bookstore. The prices are escalating. The last quote from Azarian who completed the last demolition work was \$70,000 for Sunday's Vans which is a really small building. The purpose of this RFP would be to seek requests for additional bids and see what else is out there. Azarian is a little upset with us because there is a lot of garbage at these places, and I just don't think he did a good job of walking the site when he bid on it. The first RFP indicated we wanted everything removed and reseeded. The Navarro site he estimates he was \$26,000 over on that demolition and there was a lot of junk on that property. I am asking for the Authority to approve the release of an RFP for demolition services.

**HUTCHINS MOVED TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ISSUE A REQUEST FOR PROPOSAL FOR RAZING AND GRADING OF STRUCTURES IN THE REDEVELOPMENT AREA; SECONDED BY JEROME; MOTION CARRIED UNANIMOUSLY.**

**B. Consider Request for Proposal for Landscape Improvements and Architectural Standards.**

Michael Pollocoff:

This item is to seek the Authority's advice on how you wish to proceed. This will be one of the more enjoyable things the Authority will work on as far as taking a look at how the interchange will be landscaped and improved. Also, to meet with some architects and establish some architectural standards for the Authority's properties that will be disposed of and with that Jean Werbie, Community Development Director, will be able to fold some of that into the development of the Prairie View Corporate Site and the other 550-acre site as that comes under consolidation. If you want us to get some samples to present to the Authority of some things we would like to see or does the Authority issue an RFP and have someone show us anything and everything. I feel the more guidance we can give to somebody in the RFP the better product we will get. When the full commission is together, we can brainstorm and have some samples ready such as plantings that we have seen from some other DOT projects on the interchange that looks good. We really want to see something that looks good and really sets it apart and it is not super high maintenance for us to take care as the DOT will require the CDA to maintain it. On the architectural side, I think we can find a couple of Architects in the area to give us a presentation on some architectural standards for buildings that match into the zoning districts that we have established. The more work the CDA can prepare ahead of time will benefit us when we go to sell the property with some standards in place.

Kate Jerome:

Is this something where we could use some of the standards that are in place in the Village or is this going to be something new?

Mike Pollocoff:

The Village does have architectural standards that we can show the Authority that are currently in place in the Village such as the Prairie Ridge Development – St. Catherine's Hospital, small retail, M & I Bank. We can look at those standards and can also look at others that have that mix of office, research and the light industrial. We have the standards for WisPark which are very good standards but I think we really want to step it up from just pre-cast, panel buildings and go to something that is a little more dramatic. We can start by looking at those standards as minimums and that also describes the green area component on each parcel, how much is going to be green and how we are going to treat parking whether in a structure or use green space for parking.

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I think the meeting in June we will need to block out a little bit larger of time and get some drawings in here to start and then get the RFP issued and see what architects can give us some drawings of what we are looking for and develop the architectural standards that we can incorporate and make a covenant with the land.

Gary Hutchins:

I like the idea of looking at some ideas first so that we can give the architects some direction at least.

Mike Pollocoff:

I will try to arrange that meeting in June and have Jean Werbie available.

Kate Jerome:

Can you also get the DOT to give us some samples at the same time?

Mike Pollocoff:

We have samples from them already. There stuff is pretty generic. I have seen some landscaping in other states where I want to incorporate to be a little more creative and innovative.

John Steinbrink:

The DOT has done some things around the state too that are nicer.

Mike Pollocoff:

They have opened up a lot. If we would have had the money and the standards would have been a little loser we would have done the I-65 bridge a lot differently than what it looks like now. There are a lot of opportunities to do some nice landscaping.

Kate Jerome:

Do we have to accept what they want us to do or do we get to propose what we want to and maintain it?

Mike Pollocoff:

Well, they need to accept it and they will require us to maintain it or put some money into a fund so they maintain it. It would be less expensive for us to have our Parks Department maintain the landscaping.

Larry Nelson:

I agree. I think it is a good idea to have some guidelines for landscaping and architectural in place so we have a good shot to get it right. If we can utilize what we have already some how so we don't have to start from scratch and incorporate other standards from public domains to get a good start before we let the architects look at and submit their suggestions.

Mike Pollocoff:

I think we could make this something that could be biddable which we could give to a future buyer and they would be able to take those standards and when they put those standards across they got prices on items that would be reflective of what we want. I think if you take a drive over the next month a few of the areas that have some nice creative work on the expressway in Illinois are at Willow Road, Half Day Road and up in Madison on 12/18 on the west side there is a nice interchange. I will get some pictures of the ones we have seen and we can look at those. We won't be able to do anything so dramatic that is will divert attention away from the road but we can really create a nice plan. I also would like to see the State redo the tourism center landscaping as it is a little too wild or they haven't maintained it. I will work on getting this set for the meeting in June.

John Steinbrink:

This was just for information – no motion needed.

**7. CONSIDER ENTERING INTO EXECUTIVE SESSION SUBJECT TO SECTION 19.85 WIS. STATS. RE: LAND ACQUISITION**

**HUTCHINS MOVED ENTER INTO EXECUTIVE SESSION; SECONDED BY JEROME; ROLL CALL VOTE – STEINBIRINK- YES; HUTCHINS – YES; NELSON – YES; JEROME – YES; MOTION CARRIED 4-0.**

**8. RETURN TO OPEN SESSION**

After discussion was held, **HUTCHINS MOVED TO RETURN TO OPEN SESSION; SECONDED BY NELSON; ROLL CALL VOTE – STEINBIRINK - YES; HUTCHINS – YES; NELSON – YES; JEROME – YES; MOTION CARRIED 4-0.**

**9. ADJOURNMENT**

**NELSON MOVED TO ADJOURN THE MEETING; SECONDED BY HUTCHINS; MOTION CARRIED UNANIMOUSLY AND MEETING ADJOURNED.**