

CITY OF NEW BERLIN
PROCEEDINGS OF THE PARKS, RECREATION AND FORESTRY COMMISSION
Monday, March 28, 2011

CALL MEETING TO ORDER:

Meeting was called to order at 6:33 PM by Chairman Christel.

ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE:

Members Present: Alderman Moore, Commissioners Geno Wicichowski, Darrell Standish, Robert Rafel, Vernon Radtke, Chuck Bedwell, and Allison Thompson.

Also Present: Alderman Wysocki and Director of Parks and Recreation; Mark Schroeder

APPROVAL OF MINUTES: FEBRUARY 14, 2011

Motion by Commissioner Radtke to approve the February minutes as presented. Seconded by Alderman Moore.

Motion Passed

CORRESPONDENCE:

- March 2011 New Berlin Historical Society Newsletter

Commissioners received a copy of the Newsletter.

BILLS AND FINANCIAL REPORTS:

- February 2011

Motion by Commissioner Wicichowski to accept the February 2011 Financial Report as presented. Seconded by Commissioner Thompson.

Motion Passed

COMMITTEE REPORTS:

- Council Representative (Ald. Moore)

No Report

- Recreation Program Committee (No Meeting)

No Report

- Parks and Facilities Committee (No Meeting)

No Report

- Planning Committee (February 16th and March 17th Meetings)

The Committee continued discussion on the 2011 CIP Budget, as well as recommendations contained in the Park & Open Space Plan.

- Golf Course Committee (March 15th Meeting)

At the March 15th meeting, project bids were reviewed with consultant Tom Emmerich. A recommendation was made to the PRF Commission to award the contract to the lowest, qualified, responsible bidder, Midwest Irrigation, LLC, in an amount not to exceed \$240,000. Monies for the project to come from the Golf Course Reserve Fund.

CHAIRMAN'S REPORT:

Chairman Christel recognized Alderman Wysocki in the audience and expressed his personal appreciation to Alderman Wysocki for his years of services and for his years of support to the Parks, Recreation and Forestry Department.

Christel was able to meet with the Mayor recently and shared with the other Commissioners the result of that meeting. Christel stated that he felt the Mayor understood the Parks, Recreation and Forestry Commissions feelings and thoughts on some issues.

UPDATES AND CONCERNS:

- Update on Calhoun Park Bridge and Trail Project

At the February meeting, the Commission approved a professional services contract with Bonestroo Associates for Phase II Engineering Services (Phase II will include final project plans/construction documents, wage rate determination, WDNR permit applications, and bidding and construction administration). Last week, Bonestroo submitted the final floodplain analysis for WDNR review. Final Plans and Specifications and WDNR permitting are planned for completion in April, with the project sent to bid in May. Bid review/recommendation and contract award is anticipated in June, with the project construction slated for late summer/early fall.

- Update on Tree City USA Award for 2010

Mark Schroeder was pleased to announce that the PR&F Department was recently notified the City of New Berlin will be receiving the Tree City Award for 2010 from the National Arbor Day Foundation. This is the 9th consecutive year the city has received this award.

- [Update on New Berlin Hills Lease Assignment to HG Golf Properties, LLC](#)

At the February PR&F Commission meeting, a motion was made and approved to recommend to Common Council to approve the Lease Assignment for New Berlin Hills from Crown Golf to HG Golf Properties, LLC, subject to city staff and legal counsel review of documents.

At the March 8th meeting, the Common Council approved the Lease Assignment. A copy of the Lease Assignment Agreement and Requested Action Statement was provided to the PR&F Commissioners. After the business terms have been finalized by Crown Golf and HG Golf Properties, this information will be reviewed by City Attorney, Mark Blum for incorporation within the final document. The plan is to transition management of the course by the start of the 2011 golf season which is tentatively scheduled for April 1st.

- [Update on Muskego Lakes Land Conservancy Land Acquisition Project](#)

At the December meeting, the Common Council approved spending \$30,000 of public site and open space funds for acquisition of a permanent easement for a future recreational trail on the lands adjacent to Calhoun Park. Currently the trail easement document has been finalized, and will be executed by both parties prior to the March 30th closing date.

- [Update on Malone Park Splashpad Project](#)

The Parks, Recreation and Forestry Commission included a Splashpad facility in the adopted (April 2010) Parks & Open Space Plan as a short-term action (1-5) years. Monies were also identified in the City's Capital Improvement Plan (2010-2014) for the year 2012 for review and consideration. At the June 14th, 2010 Parks,

Recreation and Forestry Commission meeting approval was given to proceed with the planning process for the future development of a Splashpad facility at Malone Park, and to partner with the New Berlin Junior Woman's Club and the community to fundraise for construction of this facility.

In January 2011, the Common Council approved monies in the 2011 CIP Budget for Professional Engineering Services to prepare design plans and construction documents for bidding the construction of a Splashpad (water playground) facility at Malone Park. Plans would also include construction documents for other park amenities including trail system, play area, parking, site landscaping, etc.

The New Berlin Junior Woman's Club is continuing with various fundraising activities in 2011. Staff is currently working on the Request for Proposals to send to engineering firms, and hopes to have this information mailed to prospective firms by the end of April.

MOTION TO ADVANCE AGENDA:

No Items Advanced

DIRECTOR'S REPORT:

- [New Berlin Hills Golf Course Irrigation System Water Source Improvements Project - Review & Recommendation on Contract Award](#)

At the March 15th, Golf Course Committee meeting, project bids were reviewed with consultant Tom Emmerich. A recommendation was made to the PRF Commission to award the contract to the lowest, qualified, responsible bidder, Midwest Irrigation, LLC, in an amount not to exceed \$240,000. Monies for the project to come from the Golf Course Reserve Fund. The RAS will go before the Common Council on April 12th, pending the recommendation of the Parks, Recreation and Forestry Commission. Project Completion is slated for May 1st, 2012.

Motion by Commissioner Radtke to Recommend Council award a contract to Midwest Irrigation, LLC, in an amount not to exceed \$240,000 (\$227,298 bid plus 5% contingency) for the New Berlin Hills Irrigation System Water Source Improvements Project. Seconded by Commissioner Bedwell.

Motion Passed

- 2010 Annual Report - Parks, Recreation & Forestry Department

The PR&F Commissioners received a copy of the Department Annual Report for 2010.

NEXT MEETING DATE: APRIL 11, 2011

The Commissioners discussed changing the time the Parks, Recreation and Forestry Commission would meet. It was decided and agreed to move the meeting up from 6:30 PM to 5:45 PM. If the new time works for everyone, the Commission will continue to meet at 5:45 PM.

Next meeting date is scheduled for April 11th, 2011 at 5:45 PM

ADJOURN:

Motion by Alderman Moore to adjourn at 7:17 PM. Seconded by Commissioner Wicichowski.

Motion Passed

Respectfully Submitted:
