

NEW BERLIN PARKS, RECREATION & FORESTRY COMMISSION MEETING

Monday, May 11, 2009

Please note: Minutes are unofficial until approved by the Parks, Recreation and Forestry Commission at their next regularly scheduled meeting.

CALL TO ORDER; ROLL CALL; DECLARATION OF QUORUM:

The regular meeting of the Parks, Recreation and Forestry Commission was called to order by Chairman Bill Christel at 6:42 p.m. in the Common Council Chambers at New Berlin City Hall.

Present: Commissioners; Bill Christel, Chuck Bedwell, Vern Radtke, Darrell Standish, Allison Thompson, Geno Wichowski, and Council Representative Bill Moore.

Also Present: Kim Sebastian, WDNR Regional Urban Forestry Coordinator; Director of Parks, Recreation and Forestry Mark Schroeder and Administrative Coordinator Cheryl Bowers.

Excused: Michelle Della and Rick Kocchi

PUBLIC NOTICE:

This meeting was noticed on May 7, 2009 in accordance with Open Meetings law.

PRESENTATION OF TREE CITY USA AWARD:

Kim Sebastian, WDNR SE Regional Urban Forestry Coordinator presented Mayor Jack Chiovero and Parks, Recreation and Forestry Director Mark Schroeder with the 2008 Tree City USA Award for the seventh consecutive year. Ms. Sebastian thanked the Commission for inviting her to come and present the award. Ms. Sebastian stated "The City of New Berlin has put its green foot forward!" Mr. Schroeder thanked Parks and Forestry Supervisor Dave Jeske and his staff for their work to maintain New Berlin's City trees; and Chairman Bill Christel thanked staff for a job well done.

PRESENTATION OF BIG TREE CONTEST AWARD WINNERS:

The purpose in sponsoring this contest is to draw the public's attention to the many fine trees in the City and to provide a fun activity for individuals and families of New Berlin. The tree species for the 2009 "Big Tree Contest" was a Locust tree. The tree was judged on the basis of the point system used by the American Forestry Association (AFA) in judging national Champion Big Trees. New Berlin Parks & Forestry Arborist, Paul Fliss; served as the judge for the contest. Mayor Chiovero presented an Award of Recognition Certificate along with a gift certificate donated by Action Landscaping to the following: 1st Place to Karen Van Domelen & Meg Leighton of 12518 W. Forest Dr., 2nd Place to Syl & Pat Piskula of 5265 S. Balboa Dr., 3rd Place to Verlyn & Evelyn Goretske of 1520 S. Pleasant Hill Dr, 4th Place Don Ackerman of 4430 S. Hearthside Dr., 5th Place to Richard & Sue Grossmeyer of 15341 W. San Mateo Dr., and 6th Place to Gordon & JoAnne Zeibert of 3988 S. Camrose Ave. Congratulations to all the winners!

MINUTES:

Motion by Commissioner Radtke, seconded by Commissioner Wichowski to approve the minutes of the regular Parks, Recreation and Forestry Commission Meeting of April 13, 2009. Motion carried with Commissioner Bedwell voting present.

ELECTION OF OFFICERS & COMMITTEE APPOINTMENTS:

The floor was open for nominations for the Office of Chairman of the Commission. Commissioner Christel was nominated by Commissioner Standish and seconded by Commissioner Moore for the Office of Chairman. Chairman Christel asked if there were any further nominations for the Office of Chairman. There were no

additional nominations for the Office of Chairman so nominations were closed. Motion by Commissioner Standish and seconded by Commissioner Moore to elect Commissioner Christel as Chairman of the Parks, Recreation and Forestry Commission. Motion carried unanimously.

The floor was open for nominations for Office of Vice-Chairman of the Commission. Commissioner Kocchi was nominated by Commissioner Moore and seconded by Commissioner Radtke for the Office of Vice-Chairman. Chairman Christel asked if there were any further nominations for the Office of Vice-Chairman. There were no additional nominations for the Office of Vice-Chairman so nominations were closed. Motion by Commissioner Radtke and seconded by Commissioner Moore to elect Commissioner Kocchi as Vice-Chairman of the Parks, Recreation and Forestry Commission. Motion carried unanimously.

The floor was open for nominations for the Office of Secretary of the Commission. Commissioner Thompson was nominated by Commissioner Radtke and seconded by Commissioner Moore for the Office of Secretary. Chairman Christel asked if there were any further nominations for the Office of Secretary. There were no additional nominations for the Office of Secretary so nominations were closed. Motion by Commissioner Moore and seconded by Commissioner Standish to elect Commissioner Thompson as Secretary of the Parks, Recreation and Forestry Commission. Motion carried unanimously.

COMMITTEE APPOINTMENTS:

Sub-committee Appointments - The Sub-committees only meet when additional research is needed on a project or concern. Committee Appointments – Chairman Christel made the following appointments to the Parks, Recreation and Forestry Commission Committees:

- New Berlin Hills Golf Course Committee – Chuck Bedwell
- Parks and Facilities Committee – Chuck Bedwell, Vern Radtke*, and Rick Kocchi
- Plan Commission Representative – Bill Christel
- Plan Committee – Bill Christel, Gene Wicichowski, and Bill Moore*
- Recreation Committee – Michelle Della, Darrell Standish*, and Allison Thompson

(*) indicates chairman

CORRESPONDENCE:

Communication from City Clerk's Office regarding Landmarks Designations – discussed under Director's Report.

BILLS AND FINANCIAL REPORTS:

The Commission reviewed the April 2009 Expenditure Detail in the amount of \$27,215.31. They also reviewed the copies of the April Revenues and Expenditures. Mr. Schroeder reported that the Parks Account 1591-0000-54110 will be reviewed by staff. There may have been expenses allocated to an incorrect account which is causing the low remaining balance. After a brief discussion, motion by Commissioner Wicichowski, seconded by Commissioner Radtke to approve these financial documents. Motion carried unanimously. Administrative Coordinator Cheryl Bowers reported to the Commission on the May 2009 Recreation registrations for summer programs. The registrations for 2009 for the first three days totaled \$69,029.29 which reflects an increase of approximately \$4,300 from 2008.

COMMITTEE REPORTS:

Council Representative – No Report

Recreation Program Committee – No Report

Parks and Facilities Committee – The committee met on April 20th to discuss the Malone Park Splash Pad

Project. This will be discussed under Updates & Concerns.

Planning Committee – No Report

Golf Course Committee – The Golf Course Committee will meet on May 19th.

CHAIRMAN/PLAN COMMISSION REPORT:

Chairman Christel reported that the “Smart Growth” Comprehensive Plan is a work in progress. The Commission will be updated on the progress and the effects on the Park and Open Space Plan at a future meeting.

UPDATES AND CONCERNS:

Update on Park & Open Space Plan - Plan Committee recommendations on the Parkland Service Area Maps, Park Action Plans, and plan chapters were sent to Planning & Design Institute in April for incorporation in the plan and/or discussion at a future meeting. Staff received the latest version of the documents on May 6th. Director Schroeder distributed those documents to the Plan Committee members. The next committee meeting will be scheduled later this month or early June to continue work on the plan.

Update on Malone Park Splash Pad Project - The Parks & Facilities Committee met on April 20th with the New Berlin Junior Woman’s Club, and City Engineer JP Walker. The discussion focused on the two water management systems (flow through and re-circulated), and also potential water supply options, water usage and conservation. Once more information is gathered in these areas, the committee can resume discussion on the various planning items such as facility users, water/spray features, mechanical systems, site planning considerations, facility design, costs for design & construction, budget, operations/maintenance etc.

The first choice for a location would be Malone Park in the area of the existing playground equipment which is scheduled to be replaced in the next few years. The new playground equipment could be installed in a different area. The Commission will be updated on this project at a future meeting.

Update on Parks & Forestry Supervisor Position - On May 5th, Andy Reshel was hired as Parks & Forestry Supervisor. Andy is a graduate of the University of Wisconsin-LaCrosse. His experience includes parks supervisory positions for the Cities of Onalaska and LaCrosse. Andy will start his career with the City on May 26th. Mr. Schroeder thanked Lead Parks and Forestry Worker Mark Alexander and the Parks staff for doing a great job in the absence of the Parks and Forestry Supervisor.

Update on Section 35 Revised Conceptual Site Layout Plan - The tour of Section 35 that was scheduled for Saturday, April 25th was cancelled due to inclement weather. The tour will be rescheduled at a later date. The Comprehensive Plan Steering Committee had tabled discussion on the revised plan to allow for the comprehensive plan steering committee to conduct a site visit of this area. The committee has therefore not discussed the recommendations from the Parks, Recreation and Forestry Commission regarding park and open space facilities.

Update on Paul Gihring Memorial - At the April meeting, the Parks, Recreation and Forestry Commission made a recommendation to name the trail within the Deer Creek Sanctuary in honor of Paul Gihring. The Commission received the Requested Action Statement that will be reviewed by the Common Council on May 12th, along with a copy of the policy guidelines for naming public parks and/or features within parks. Mr. Schroeder reported that Mrs. Diane Gihring was very excited about the memorial and wanted to thank the Commission for this honor to her husband Paul. Paul Gihring and former Commissioner Jim Blake worked together on the trail guide for Deer Creek Sanctuary and the guide is still used today. Therefore it is very appropriate to name the trail in Paul's honor.

Update on Historic Park – Addition of Fire Station #3 Property - One of the recommendations contained in the Park & Open Space Plan is that Historic Park be expanded to the west when the existing Fire Station property and building becomes available. At the April 28th Common Council meeting, approval was given to use the old Fire Station #3 as part of the Historic Park, and to direct the City Attorney to work with staff to draft an agreement for ongoing operation and maintenance of the building and grounds. Staff recommends this item be sent to the Parks & Facilities Committee for review of the agreement between the City and the Historical Society. The Parks, Recreation and Forestry Department has an existing agreement with the Historical Society dating back to 1982, and most recently developed agreements for the use, operation, and maintenance of the Weston Apple Orchard and Freewill Baptist Church properties.

The City has had a great relationship with the Historical Society over the years at Historic Park. The City maintains the grounds and exterior of the buildings; and the Historical Society maintains the interior contents.

Motion by Commissioner Radtke and seconded by Commissioner Wichowski to refer to the Parks and Facility Committee the review of the agreement prepared by the City Attorney between the Historical Society and the City of New Berlin regarding the addition of the Fire Station #3 to Historic Park. Motion carried unanimously. After reviewing the agreement, a recommendation will be made to the full Commission.

DIRECTOR'S REPORT:

Landmarks Commission Recommendations for Historical Landmark Designations – Chappel Sports Building & Luthi Barn - The property owners have made requests for Historic Landmarks Designations for the two noted properties. Per the New Berlin City Code, Section 141-6, the Landmarks Commission shall notify the Parks, Recreation and Forestry Commission of this request. The Parks, Recreation and Forestry Commission shall respond to the Landmarks Commission by filing comments on the proposed designation in written form prior to the public hearing. The Commission received copies of the Landmarks nomination forms/information, and Section 141-6 of the New Berlin City Code.

Motion by Commissioner Moore, seconded by Commissioner Thompson to notify the City Clerk's Office and the Landmarks Commission that the Parks, Recreation and Forestry Commission expressed no objection to the Landmarks Designation of the Luthi Barn located at 20680 West Downie Road. Motion carried unanimously.

Motion by Commissioner Moore, seconded by Commissioner Radtke to notify the City Clerk's Office and the Landmarks Commission that the Parks, Recreation and Forestry Commission expressed no objection to the Landmarks Designation of the Elger Brothers' Red Bell Market/Chappell Sports located at 18600 West National Avenue. Motion carried unanimously.

NEXT MEETING: June 8, 2009

ADJOURNMENT:

Motion by Commissioner Wichowski, seconded by Commissioner Bedwell to adjourn at 7:50 p.m. Motion carried unanimously.

Respectfully submitted by Cheryl Bowers for
Allison R. Thompson, Secretary
Parks, Recreation and Forestry Commission

ART/cb