

NEW BERLIN PARKS, RECREATION & FORESTRY COMMISSION MEETING

Monday, August 10, 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 6:35 p.m. in the Common Council Chambers at New Berlin City Hall.

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

Also Present: Director of Parks, Recreation and Forestry Mark Schroeder and Administrative Coordinator Cheryl Bowers.

Absent: Michelle Della

**PUBLIC NOTICE:**

*This meeting was noticed on August 6, 2009 in accordance with Open Meetings law.*

**MINUTES:**

Motion by Commissioner Wichowski, seconded by Commissioner Radtke to approve the minutes of the regular Parks, Recreation and Forestry Commission Meeting of July 20, 2009. Motion carried with Commissioner Kocchi voting present.

**CORRESPONDENCE:** None

**BILLS AND FINANCIAL REPORTS:**

The Commission reviewed the July 2009 Expenditure Detail in the amount of \$47,885.17. They also reviewed the copies of the July Revenues and Expenditures. Mr. Schroeder reported that the recreation division revenues are tracking \$12,000 higher than last year. The parks division revenues are tracking at the same rate as last year. This is a very good sign since most of the other City Department revenues are down from 2008. After a brief discussion, motion by Commissioner Moore, seconded by Commissioner Kocchi to approve these financial documents. Motion carried unanimously.

**COMMITTEE REPORTS:**

Council Representative – No Report

Recreation Program Committee – No Report

Parks and Facilities Committee – No Report

Planning Committee – The Planning Committee met on July 20<sup>th</sup> and discussed Park and Open Space Plan. This item will be discussed under the Director's Report.

Golf Course Committee – No Report

**CHAIRMAN/PLAN COMMISSION REPORT:** No Report

## **UPDATES AND CONCERNS:**

**Update on New Berlin Hills Clubhouse Well & Irrigation Pond Maintenance Projects** - Both of these items are on the August 11<sup>th</sup> Common Council agenda for review and approval. The Commissioners received the RAS that was sent to the Common Council.

**Update on Malone Park Parking Lot Re-surfacing Project** - Police Chief Joseph Rieder sent a communication to Mr. Schroeder that to his recollection there have not been any safety issues. This project is on the August 11<sup>th</sup> Common Council agenda for review and approval. The Commissioners received the RAS for this project.

## **DIRECTOR'S REPORT:**

**2010 Parks, Recreation & Forestry Department Operating & CIP Budgets** – The Commission reviewed a copy of the 2010 Operating and CIP Budget Document along with budget summary. Mr. Schroeder thanked Parks and Forestry Supervisor Andy Reshel, Recreation Supervisor Jon Stolz, and Administrative Coordinator Cheryl Bowers for their contribution in preparing the budgets.

The Operations Budget increased by less than 1% even though the department has grown in responsibilities but not in personnel. Staff is in the process of reviewing the budget with the Mayor, with the 2010 Executive Budget/CIP to be sent to the aldermen later this month.

The CIP Budget for 2010 – 2014 included replacement of the Calhoun Bridge which is a resubmittal; the request for the reconstruction of the Malone Park Tennis Courts which is being resubmitted for the third year; the replacement of playground equipment; and vehicles and equipment that are 16 years and older.

Due to the economic climate, projects such as the Emerald Ash Borer Action Plan, needed additional personnel, Quarry Park development, and the removal of invasive weeds were not added to the budgets.

It was the consensus of the Commission that Mark and his staff should be commended on their accomplishments considering the amount of funds available. Mr. Schroeder thanked his staff, the New Berlin Athletic Association (NBAA), New Berlin Historical Society, and the New Berlin Senior Citizens' Club for their help in making everything work.

Chairman Christel commented that in this economic situation it would be good if the budgets were approved as presented with no cuts. As much as the Commission would like him to, Mr. Schroeder is not in the position to increase the budget to include the needed projects related to; the Emerald Ash Borer Action Plan, additional personnel, Quarry Park development, and invasive species removal. Chairman Christel also thanked Mr. Schroeder and his staff for the presentation of the budgets.

**Park & Open Space Plan – Review & Discussion** - This item is on the agenda for the Commission to provide input/feedback on the draft plan. Over the next several weeks, staff will be continuing work with Planning & Design Institute to complete the capital project cost estimates, and make any final revisions to the plan. The plan was presented to the Comprehensive Plan Steering Committee on August 5<sup>th</sup>, and will be available for public review at the Comprehensive Plan Open Houses on September 9<sup>th</sup> and 10<sup>th</sup>. The Park Plan Committee has scheduled a plan review meeting on Tuesday, August 25<sup>th</sup>. The Commission was asked to forward any input/feedback to Mr. Schroeder prior to the August 25<sup>th</sup> Park Plan Committee Meeting. The goal is for the commission to make an official recommendation on the plan at either the September or October meeting. This recommendation will be forwarded to the Plan Commission and Common Council for adoption in late 2009.

**Valley View Park – Disc Golf Tournament – Review & Recommendation on Fee Waiver Request by Applebee's Restaurant** - Travis Mayer representing Applebee's Restaurant is requesting the Commission waive all or a portion of the \$325 tournament fee from the August 6<sup>th</sup> disc golf tournament. The tournament was a fundraiser for Children's Hospital of Wisconsin. This was a self-supporting group, staff was only asked to provide additional trash

barrels.

The Commission was concerned about the non-profit status of Children's Hospital. The Commission would like the answer to the following questions in order to make a decision on whether to refund all or a portion of the tournament fee.

- Is Children's Hospital a charity?
- Will the money go toward a foundation or the hospital in general?
- What were the clean-up costs to the City?
- What do other communities charge for charities to use their facilities?

The Commission would like to discuss a "Fundraiser Policy" at a future meeting. Motion by Commissioner Moore, seconded by Commissioner Radtke to defer the Valley View Park Disc Golf Tournament Fee Waiver Request by Applebee's Restaurant to the September meeting. Motion carries unanimously.

**NEXT MEETING:** September 14, 2009.

**ADJOURNMENT:**

Motion by Commissioner Kocchi, seconded by Commissioner Wicichowski to adjourn at 7:29 p.m. Motion carried unanimously.

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

ART/cb