

NEW BERLIN PARKS, RECREATION & FORESTRY COMMISSION MEETING

Monday, April 14, 2008

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 6:32 p.m. in the Common Council Chambers at New Berlin City Hall.

Present: Commissioners; Bill Christel, Chuck Bedwell, Michelle Della, Rick Kocchi, Vern Radtke, Darrell Standish, and Allison Thompson.

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

Excused: Paul Gihring and Council Representative Bill Moore

PUBLIC NOTICE:

This meeting was noticed on April 10, 2008 in accordance with Open Meetings law.

MINUTES:

Motion by Commissioner Della, seconded by Commissioner Radtke to approve the minutes of the regular Parks, Recreation and Forestry Commission Meeting of March 10, 2008. Motion carried with Commissioners Bedwell, Kocchi, and Radtke voting present.

CORRESPONDENCE:

Communication from Alderman Dave Ament regarding the positive feedback on the use of trails at Malone Park. "Many people have been skiing, snow-shoeing and walking dogs in the deep snow and bitter temps this winter. These trails are used and enjoyed by many families especially on the weekends."

BILLS AND FINANCIAL REPORTS:

The Commission reviewed the March 2008 Expenditure Detail in the amount of \$19,938.78. They also reviewed the copies of the March Revenues and Expenditures. After a brief discussion, motion by Commissioner Standish, seconded by Commissioner Radtke 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 Committee has met on March 12th and March 27th to discuss the Park and Open Space Survey and the Milham Park Conceptual Layout Plan which will be discussed under Updates and Concerns and the Director's Report.

Golf Course Committee – Commissioner Bedwell reported that New Berlin Hills is open for the season.

CHAIRMAN'S REPORT: No Report

PLAN COMMISSION MEMBER REPORT: No Report

UPDATES AND CONCERNS:

Update on Park Restroom Projects - Due to the continued cold and wet weather, construction work has not resumed on these projects. To date, water and sewer connections are complete at both Valley View Park and Lion's Park. Electric service has been installed at Lion's Park, but not Valley View. As soon as the temperatures are consistently over 50 degrees, the contractor can start dry walling the ceilings, painting the walls, and applying the epoxy finish to the concrete floors. The installation of the restroom fixtures, partitions, and accessories will follow. The timeline to finish building construction work is early June, so site landscaping can begin in late June. Valley View has the existing bathrooms available however; Lions Park will need Port-A-Johns until the project is complete.

Update on Milham Park conceptual layout plan - The Plan Committee met on March 27th to review the concept master plan and summary report. Recommendations were made to the plan report which has been forwarded to Bonestroo. The committee also reviewed the preliminary cost estimates for the project. It was the consensus to have the consultant provide a more detailed breakdown of costs, and description of the work for review at a work session scheduled with Bonestroo for Thursday, April 24th.

Update on T-Mobile Wireless Communications Facility at Lion's Park - In late February, T-Mobile completed project plans, and submitted the zoning application to the community development department. On March 26th, the Architectural Review Committee approved the proposed architecture for the enclosure.

The Public Hearing for the project was held before the Plan Commission on April 7th. Several residents spoke in opposition of the project. This item is on the May 5th Plan Commission agenda for review and possible action. The Commissioners received a copy of the Plan Commission staff report.

Update on the Park & Recreation Survey Project - The Plan Committee met on March 12th to review the survey instrument and cover letter. The survey has been finalized, and sent by UWM to the printer on March 26th. The target date to send the survey mailing to 3,000 randomly selected resident households is the week of April 28th, with a requested response date of May 23, 2008. The Commissioners received a copy of the survey, cover letter, and reminder postcard.

DIRECTOR'S REPORT:

Park & Open Space Plan – Discussion on Professional Services Agreement with Planning & Design Institute (PDI) - In March, the Parks, Recreation & Forestry Commission made a motion to recommend to the Common Council to approve contracting with Planning & Design Institute (PDI) for professional services to develop the State required Park & Open Space Plan for the City of New Berlin per the submitted scope of services at a cost not to exceed \$25,230. Motion was carried unanimously.

Staff presented the requested action statement to the Common Council on April 8th, with the Council recommendation to defer this item to the April 22nd meeting. Staff has been directed to research the following: Why wasn't the cost of the park and open space plan included with the comprehensive plan scope of services?; What are the cost savings in contracting with PDI versus another consulting firm? Staff will also check on the costs of other cities to contract with the private sector to prepare park and open space plans. The Commission received a copy of the RAS, and PDI proposal.

Director of Community Development Greg Kessler and Principal of PDI Carolyn J. Esswein, AICP will be

attending the April 22nd Common Council Meeting.

NEXT MEETING: May 12, 2008

ADJOURNMENT:

Motion by Commissioner Thompson, seconded by Commissioner Della to adjourn at 6:55 p.m. Motion carried unanimously.

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