

NEW BERLIN PARKS, RECREATION & FORESTRY COMMISSION MEETING

Monday, May 12, 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 6:35 p.m. in the Common Council Chambers at New Berlin City Hall.

Present: Commissioners; Bill Christel, Chuck Bedwell (arrived at 6:40 PM), Michelle Della, Paul Gihring, Rick Kocchi, Vern Radtke, Darrell Standish, Allison Thompson, and Council Representative Bill Moore.

Also Present: WDNR SE Regional Urban Forestry Coordinator Al Zelaya; Mayor Jack Chiovero; Parks and Forestry Supervisor Dave Jeske; Dave Burch, Landscape Architect, Bonestroo & Associates; Director of Parks, Recreation and Forestry Mark Schroeder and Administrative Coordinator Cheryl Bowers.

PUBLIC NOTICE:

This meeting was noticed on May 8, 2008 in accordance with Open Meetings law.

PRESENTATION OF TREE CITY USA AWARD:

The Tree City USA Award was previously presented at the Earth Day Celebration, this year the venue was changed to the Parks, Recreation and Forestry Commission meeting. Al Zelaya, WDNR SE Regional Urban Forestry Coordinator presented Mayor Jack Chiovero and Parks and Forestry Supervisor Dave Jeske with the 2008 Tree City USA Award for the sixth consecutive year. Mr. Zelaya thanked the Commission for inviting him to come and present the award. Mr. Zelaya stated "A City that takes care of its trees, takes care of its people!" The Mayor thanked Parks and Forestry Supervisor Dave Jeske; and Director of Parks, Recreation and Forestry Mark Schroeder 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 subject for the 2008 "Big Tree Contest" was an Ash 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. The New Berlin City Forester, Dave Jeske; served as the judge for the contest. Mayor Chiovero presented an Award of Recognition Certificate, a 2-foot spruce tree along with a gift certificate donated by Action Landscaping to the following: 1st Place to Barbara Willey of 1716 South Parkview Avenue, 2nd Place to the Wickert Family of 4620 South Scot Drive, and the 3rd Place to the Derra Family of 5235 South Majors Drive. Congratulations to all the winners!

ELECTION OF OFFICERS & COMMITTEE APPOINTMENTS:

The floor was open for nominations for Chairman of the Commission. Commissioner Christel was nominated by Commissioner Kocchi and seconded by Commissioner Radtke. Motion by Commissioner Radtke to close the floor for nominations and seconded by Commissioner Standish. Motion by Commissioner Kocchi and seconded by Commissioner Radtke to elect Commissioner Christel as Chairman of the Parks, Recreation and Forestry Commission. Motion carried unanimously.

The floor was open for nominations for Vice Chairman of the Commission. Commissioner Gihring was nominated by Commissioner Radtke and seconded by Commissioner Standish. Motion by Commissioner Radtke to

close the floor for nominations and seconded by Commissioner Standish. Motion by Commissioner Radtke and seconded by Commissioner Standish to elect Commissioner Gihring as Vice Chairman of the Parks, Recreation and Forestry Commission. Motion carried unanimously.

The floor was open for nominations for Secretary of the Commission. Commissioner Thompson was nominated by Commissioner Kocchi and seconded by Commissioner Radtke. Motion by Commissioner Kocchi to close the floor for nominations and seconded by Commissioner Radtke. Motion by Commissioner Kocchi and seconded by Commissioner Radtke to elect Commissioner Thompson as the 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 – Paul Gihring
- Plan Committee – Bill Christel, Paul Gihring*, and Bill Moore
- Recreation Committee – Michelle Della, Darrell Standish*, and Allison Thompson

(*) indicates chairman

MINUTES:

Motion by Commissioner Radtke, seconded by Commissioner Kocchi to approve the minutes of the regular Parks, Recreation and Forestry Commission Meeting of April 14, 2008. Motion carried with Commissioners Gihring and Moore voting present.

CORRESPONDENCE:

Communication from New Berlin Athletic Association (NBAA) regarding Malone Park ball diamond projects. This will be discussed under the "Director's Report".

BILLS AND FINANCIAL REPORTS:

The Commission reviewed the April 2008 Expenditure Detail in the amount of \$38,472.94. They also reviewed the copies of the April Revenues and Expenditures. Mr. Schroeder reported that the on-line registrations were going well. After a brief discussion, motion by Commissioner Kocchi, seconded by Commissioner Della to approve these financial documents. Motion carried unanimously.

COMMITTEE REPORTS:

Council Representative – Commissioner Moore reported he was happy to be reappointed to the Commission by the Council President.

Recreation Program Committee – No Report

Parks and Facilities Committee – No Report

Plan Committee – The Committee met on April 24th to discuss the Milham Park Conceptual Plan and the Park and Recreation Survey. This will be discussed under the "Updates and Concerns" and the "Director's Report".

Golf Course Committee – The Committee will meet on May 13th.

CHAIRMAN'S REPORT: No Report

PLAN COMMISSION MEMBER REPORT:

Commissioner Gihring informed the Commission that the cell tower at the Community Center was tabled at the Plan Commission meeting. The Plan Commission asked T-Mobile to provide a map of the area lacking service availability.

Motion by Commissioner Kocchi, seconded by Commissioner Thompson to advance the agenda to the Milham Park Concept Master Plan – Presentation by Dave Burch, Bonestroo & Associates, under the Director's Report, to accommodate the visitors present. Motion carried unanimously.

DIRECTOR'S REPORT:

Milham Park Concept Master Plan – Presentation by Dave Burch, Bonestroo & Associates - At the May 2007 Parks, Recreation and Forestry Commission meeting, approval was given for staff and the Plan Committee to work with Bonestroo & Associates to develop a conceptual layout plan for the Milham Park site. Over the last nine months the Plan Committee has held seven meetings to develop, and refine the plan. The Commission received a copy of the Master Plan Report which includes background information, design goals, two preliminary design concepts, concept plan recommendations, preliminary budget cost estimates with phasing plan, and a preliminary operations and maintenance budget.

Dave Burch reported on the benefits of the Plan which include the need of a park in the northwest portion of the City, containing both 20 acres of passive and 18 acres of active areas, preservation of open space and primary environmental corridor, and easy access from Cleveland Avenue (CTH D). The vision of the plan is to preserve the land for more than one generation to use. The Plan contains wetland mitigation/enhancement and areas for floodplain compensation. There are vegetative buffers that will add character while keeping it passive based which will offer educational opportunities. The zoning of the property will need to be changed from Agriculture to Parkland. The funding for the project will need refinement as the project progresses.

The Phasing Plan is designed for three year implementation, but can be modified to best meet the needs of the City. Year One will include design and engineering, permitting, topographical survey, soil investigations, site preparation, grading, erosion and sediment control, storm water management improvements, park entrance improvements, three to four small ball fields, utilities, base course stone for portions of drive and parking area, landscaping and signage. Estimated Costs: \$1,200,000-\$1,500,000. Year Two will include the asphalt drive and parking, picnic areas, two large ball fields, play area, one shelter, trail, restroom/concession/storage building, landscaping and signage. Estimated Costs:\$1,600,000-\$1,800,000. Year Three will include play area, two shelters, additional ball field improvements, boardwalk and overlook, landscaping and signage. Estimated Costs: \$500,000-\$700,000.

The project is planned to be funded using the City of New Berlin Capital Improvement budget monies, Park and Open Space Fund, service clubs, and State of Wisconsin Department of Natural Resources Stewardship Grant Funding.

Commissioners commented on the focus of ball fields due to the loss of 14 fields. Milham could be used for ball fields and Quarry Park possibly for soccer. The ball fields would be planned for 3rd – 8th grades and would include lights; Malone Park could be used for K-2nd grades. The passive use areas are equally important to the project since these areas will be available all year round, unlike the short season for the active areas.

Mr. Schroeder thanked the Committee and Dave Burch for their work on the conceptual plan. Since this is a community park the Commissioners would like to hear input from the surrounding neighbors. Mr. Schroeder asked the Commissioners to comment on both the active and passive uses for discussion at a future meeting.

Malone Park – Review and Approval to accept financial assistance from the New Berlin Heat, New Berlin Lakers, and New Berlin Magic; and to proceed with ball diamond improvement projects -These community baseball/softball affiliates have offered to donate materials and labor to construct a batting cage and warm up mounds for the Malone Park baseball diamond. Staff is supportive of continuing our ongoing partnership with these groups to complete this project. These private groups have been very cooperative with maintenance with past improvement projects. Commissioner Standish reported the batting cage would be available to the general public when it is not in use by these groups. The warm up mounds would resolve current safety concerns. The estimated cost for the project is \$2,500 which will be donated from the New Berlin Heat, New Berlin Lakers, and New Berlin Magic.

Motion by Commission Kocchi, seconded by Alderman Moore, to accept the financial assistance from the New Berlin Heat, New Berlin Lakers, and New Berlin Magic and to proceed with installing a batting cage and warm-up mound improvement projects at Malone Park diamond #3. Motion carried with Commissioner Standish voting present.

UPDATES AND CONCERNS:

Update on Park Restroom Projects - All utility connections (sewer, water, electric) have been completed at both Lion's and Valley View Parks. The contractor has finished dry walling the ceilings, and is in the process of the painting the concrete block walls, followed by the epoxy finish for the concrete floors. The contractor has also started installation of the restroom fixtures, partitions, and accessories at Valley View Park. The grading contractor began work at both project sites on May 8th. The timeline to finish building construction work is early June.

Update on T- Mobile Wireless Communications Facility at Lion's Park - The Public Hearing for the project was held before the Plan Commission on April 7th. This item was originally planned to be reviewed at the May 5th Plan Commission Meeting, however, the recommendation was to table the conditional use permit to allow time for the applicant to address the city code requirements, and also to respond to the information requested at the public hearing.

Update on the Park & Recreation Survey Project -The survey was mailed to 3,000 randomly selected resident households on April 14th, which was two weeks ahead of the original schedule. The reminder postcard was mailed on April 23rd. UWM indicated that as of May 9th, 970 surveys had been returned. The deadline to return surveys is May 23rd. A report will be submitted at the July Commission Meeting.

Update on Park & Open Space Plan - On April 22nd, the Common Council voted 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. PDI and the City are currently working on making final modifications to the consultant services contract.

NEXT MEETING: June 9, 2008

ADJOURNMENT:

Motion by Commissioner Kocchi, seconded by Commissioner Radtke to adjourn at 8:20 p.m. Motion carried unanimously.

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

ART/cb