

NEW BERLIN PARKS, RECREATION & FORESTRY COMMISSION MEETING

Monday, July 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 6:03 p.m. in the Common Council Chambers at New Berlin City Hall.

Present: Commissioners; Bill Christel, Chuck Bedwell (arrived 6:13 p.m.), Michelle Della, Vern Radtke, Darrell Standish, Allison Thompson, and Council Representative Bill Moore.

Also Present: Dave Burch, Landscape Architect, Bonestroo & Associates; Director of Parks, Recreation and Forestry Mark Schroeder; and Administrative Coordinator Cheryl Bowers.

Excused: Paul Gihring and Rick Kocchi

PUBLIC NOTICE:

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

MILHAM PARK CONCEPT PARK MASTER PLAN:

Dave Burch, Landscape Architect, Bonestroo & Associates began the meeting with a short presentation on the conceptual layout plan for the Milham Park site to the public, followed by a public input session. Letters were sent to neighboring property owners, and community groups. A meeting notice was included in the city newsletter, and an article placed in the New Berlin NOW.

The Concept Plan 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.

After the presentation the public commented on the following:

General themes (no particular rank or order)

- Fencing concerns for the East and South borders of the park
- Lookout tower location (Ojibwa family picnic area concern)
- Driveway location
- Mary Milham's intentions for this property
- Traffic flow / volume on Cleveland
- Vegetation / screening on East border
- Why no soccer fields??
- Lighting
- Play area location - proximity to outfield fence and ponds
- Good location for a baseball complex
- Like the layout / design / baseball complex idea
- Grant dollars must be investigated

While being 'off-topic', the following themes were also voiced

- Cost including operations & maintenance
- Use of school facilities for baseball
- Pollution and crime brought to the area
- Water usage
- Keep it natural, desire to see an alternate all passive use plan
- Status and future of Johnson Quarry
- Youth sports are great – need more facilities
- Losing kids to neighboring community programs

Follow-up activity is to refer these general themes to the Plan Committee and design firm for further review and consideration, and possible incorporation into the conceptual plan.

MINUTES:

Motion by Commissioner Radtke, seconded by Commissioner Bedwell to approve the minutes of the regular Parks, Recreation and Forestry Commission Meeting of June 9, 2008. Motion carried with Commissioner Standish and Thompson voting present.

CORRESPONDENCE: None

BILLS AND FINANCIAL REPORTS:

The Commission reviewed the June 2008 Expenditure Detail in the amount of \$21,293.41. They also reviewed the copies of the June Revenues and Expenditures. After a brief discussion, motion by Commissioner Radtke, seconded by Commissioner Moore 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 – No Report

Golf Course Committee – No Report

CHAIRMAN'S REPORT:

Chairman Christel thanked the public for input on the Milham Park Conceptual Plan.

PLAN COMMISSION MEMBER REPORT: No Report

UPDATES AND CONCERNS:

Update on Park Restroom Projects - Final inspections for both Lion's and Valley View Park Restrooms took place on June 16th. All remaining punch list items were addressed, with building occupancy granted on June 20th. The connecting concrete walk for Lion's Park was also installed by the contractor the week of June 12th. The parks crew will be finishing site restoration, and installing landscape plantings in late summer, early fall.

Update on T- Mobile Wireless Communications Facility at Lion's Park - This item remains on the table following the May 5th Plan Commission Meeting. The Planning Department has contacted T-Mobile requesting an update on the status of the project. The Food Pantry has completed construction of the storage building, and is currently working with the City on site grading and restoration items so occupancy can be granted by the city.

Update on the Park & Recreation Survey Project - UWM completed the survey analysis, and submitted the preliminary report in mid June. The Plan Committee is currently reviewing the summary report. The contract calls for UWM staff to present the survey findings in a PowerPoint presentation at a meeting to be determined by the commission. It would be staff's recommendation to have UWM make this presentation before the Common Council with the Parks, Recreation and Forestry Commission in attendance. UWM staff has tentatively reserved the date of Tuesday, August 12th for this presentation. The Commission will be emailed the survey results and were asked to contact Mr. Schroeder with any concerns or questions prior to the August 6th Plan Committee Meeting.

Update on Park & Open Space Plan - PDI and the City have made final modifications to the consultant services contract which was signed and executed on July 9th. PDI will begin reviewing the 2003 Park & Open Space Plan, the results from 2008 Parks & Recreation Survey, and work with the Park Plan Committee to create the timeline and work plan for the project.

Update on New Berlin Hills Water Supply System Evaluation - Contracts have been signed and executed with Ruekert & Mielke. A kick off meeting was held with golf course staff on June 18th to review current system operation, collect equipment information, and to tour and evaluate the mechanical system equipment and controls. The project schedule calls for Ruekert Mielke to complete the analysis and report by mid August.

DIRECTOR'S REPORT:

New Berlin Parks System – Discussion on August 11th Parks Tour - Staff would like to propose scheduling a tour of our parks system for the August meeting. The tour will be a great lead in for preparation of both the 2009 CIP Budget, and the update of the Park & Open Space Plan. The Council Members will also be invited to attend. The tour would have an early afternoon start.

Review & Discussion on the Length of Commission Meetings and Agenda Items - Chairman Christel requested input/feedback from Commissioners with the goal of making monthly meetings as efficient and productive as possible. It was the consensus of the Commission to not establish a time line for meetings. The Commission requested that information regarding the 4th of July festival activities be presented at each June Parks, Recreation and Forestry Commission meeting.

NEXT MEETING: August 11, 2008 – Park Tour

ADJOURNMENT:

Motion by Commissioner Radtke, seconded by Commissioner Della to adjourn at 9:34 p.m. Motion carried unanimously.

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

ART/cb