

NEW BERLIN PARKS, RECREATION & FORESTRY COMMISSION MEETING

Monday, March 12, 2007

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 5:30 p.m. in the Common Council Chambers at New Berlin City Hall.

Present: Commissioners; Bill Christel, Chuck Bedwell (arrived at 5:35), Nancy Duff, Paul Gihring, Dick Kinney, Vern Radtke, Darrell Standish, Allison Thompson, and Council Representative Bill Moore (arrived at 5:35).

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

PUBLIC NOTICE:

This meeting was noticed on March 7, 2007 in accordance with Open Meetings law.

MINUTES:

Motion by Commissioner Kinney to approve the minutes of the regular Parks, Recreation and Forestry Commission Meeting of February 12, 2007. Seconded by Commissioner Radtke and carried unanimously.

CORRESPONDENCE: None

BILLS AND FINANCIAL REPORTS:

The Commission reviewed the February 2007 Expenditure Detail in the amount of \$14,701.87. They also reviewed the copies of the February Revenues and Expenditures. After a brief discussion, motion by Commissioner Radtke to approve these financial documents. Seconded by Commissioner Standish and carried unanimously.

COMMITTEE REPORTS:

Council Representative – No Report

Recreation Program Committee – The committee will meet on March 14 to discuss the athletic field usage fees and policies. It is a work in progress.

Parks and Facilities Committee – No Report

Planning Committee – No Report

Golf Course Committee – No Report

CHAIRMAN'S REPORT: No Report

PLAN COMMISSION MEMBER REPORT: No Report

UPDATES AND CONCERNS:

Update on the Mary Ella Milham property - On March 5th, the Plan Commission approved the rezoning of the property to field delineate the wetlands. While the wetlands have been delineated on both lots, rezoning only applied to the residential property. The City will rezone the parkland at a later date to allow the Parks, Recreation and Forestry Commission the opportunity to develop a park master plan for the site. In addition, the City has confirmed that there is sufficient room for a building envelope on the residential site, and the land has been approved by the county for a mound system. Also Waukesha County has approved access points for both Lot #1 & 2.

Therefore, the City has satisfied the conditions set forth in the escrow agreement and the closing can officially be completed. The lease agreement with the tenant farmer was mailed on February 19th. No response has been received at this time.

Update on Park Restroom Projects - Department staff is working with City legal counsel on the final details relating to the professional services agreement. The kick off meeting for project design will begin later this month.

Update on Lion's Park Tennis Court Project - At the February commission meeting, approval was given to contract with Mike Devine and Sunbird Incorporated for professional consulting services for this project. Contracts have been mailed, and project survey and design work should begin later this month, weather permitting.

Update on Freewill Baptist Church Bell Replacement Project – Commissioner Gihring reported that when the First Freewill Baptist Church burned in 1985, the bell in the tower fell through the floor. The cracked bell was hung but it did not ring. The Prospect Hill Restoration Foundation purchased a 1895 bell from a church in Cleveland, Wisconsin that was being torn down. The cost of the bell was \$6,500 and the crane cost was \$600. The bell was refurbished and installed. The original bell will be on display. Commissioner Gihring thanked the Prospect Hill Restoration Foundation for all their work, the donation and installation of the bell.

Update on Community Center Conceptual Plan for the Former Library Building - At the February 27th Committee of the Whole Meeting, staff gave a presentation on the community center conceptual plan. This item was not included on the Common Council meeting agenda so no official action was taken. It is anticipated this item will be placed on the March 13th Common Council agenda for review and official action.

Alderman Moore suggested a Requested Action Statement (RAS) be presented to the Common Council requesting creation of an Ad-Hoc committee to study the various group needs at the Community Center including the teens and the decision to place the Food Pantry at the Center. The committee would include Mayoral appointments, City staff, as well as interested groups. The RAS would come from the Parks, Recreation and Forestry Commission to the Common Council. The creation of the RAS will be placed on the April Commission agenda.

DIRECTOR'S REPORT:

Calhoun Park Ball Diamond – Review and approval to accept the donation of materials and labor from the New Berlin Athletic Association for facility improvements - The NBAA has offered to donate materials and labor to construct a storage/concession shed and batting cage for the Calhoun Park South baseball field. Staff is supportive of both projects, but official commission approval is needed to accept the donation and proceed with the project. Commissioner Standish reported a chain link fence would prevent wildlife from entangling in the cage and also make it harder to vandalize. The cost of the cage is approximately \$2,000 and will be used generally by the HEAT, however, the NBAA will work with other groups that would like to use the batting cage. The NBAA coaches will have access using the master NBAA key along with the Parks, Recreation and Forestry staff. It will be located by the south diamond between 3rd base and the woods. The storage/concession shed will be located by the 1st base line. The labor will be done by volunteers with cooperation from City staff.

The NBAA was thanked for the donation which will benefit the community.

Motion by Alderman Moore to accept the donation of the storage/concession shed and batting cage, with the use of the batting cage available to all residents of the City. Seconded by Commissioner Kinney. Motion carried unanimously with Commissioner Standish voting present.

2006 Annual Report – Parks, Recreation & Forestry Department - The Commission was presented with a copy of the 2006 Parks, Recreation and Forestry Annual report. Mark Schroeder thanked Cheryl Bowers for her work putting the report together.

NEW BUSINESS: None

NEXT MEETING: April 16, 2007

ADJOURNMENT:

Motion by Commissioner Duff to adjourn at 6:30 p.m. Seconded by Commissioner Standish and carried unanimously.

Respectfully submitted by Cheryl Bowers for
Nancy Duff, Secretary
Parks, Recreation and Forestry Commission

ND/cb