

NEW BERLIN PARKS, RECREATION & FORESTRY COMMISSION MEETING

Monday, October 8, 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 6:33 p.m. in the Common Council Chambers at New Berlin City Hall.

Present: Commissioners; Bill Christel, Michelle Della, Paul Gihring, Vern Radtke, Darrell Standish, Allison Thompson, and Council Representative Bill Moore.

Also Present: Jeff Fowle of JDI Consulting representing T-Mobil USA; Director of Parks, Recreation and Forestry Mark Schroeder and Administrative Coordinator Cheryl Bowers.

Excused: Chuck Bedwell and Rick Kocchi

PUBLIC NOTICE:

This meeting was noticed on October 3, 2007 in accordance with Open Meetings law.

MINUTES:

Motion by Commissioner Standish to approve the minutes of the regular Parks, Recreation and Forestry Commission Meeting of September 17, 2007. Seconded by Commissioner Gihring and carried with Commissioners Moore and Radtke voting present.

CORRESPONDENCE:

Communication from Jeff Fowle, T-Mobile, regarding wireless communication facility at Lions Park – this item will be discussed under the Director's Report.

BILLS AND FINANCIAL REPORTS:

The Commission reviewed the September 2007 Expenditure Detail in the amount of \$28,735.23. They also reviewed the copies of the September Revenues and Expenditures. Mark Schroeder reported that the Recreation revenues were approximately \$4,000 over projections due to increased fees and enrollment. Motion by Commissioner Moore to approve these financial documents. Seconded by Commissioner Thompson and 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: No Report

PLAN COMMISSION MEMBER REPORT: No Report

UPDATES AND CONCERNS:

Update on Lion's Park Tennis Court Project #PRF-01-07 - As of the September meeting, the contractors had demolished the two court facility, removed the asphalt and stone to sub grade for the four court facility, installed the perimeter drainage system, installed the stone base and finished the paving of the trails and tennis courts. On September 13th, the fencing contractor finished installing the fence posts and fabric. All landscape work was completed September 18th – 20th. On September 18th and 19th, the contractor installed the 2 coats of black acrylic. The first coat of color was started on September 21st, but due to the weather the color coating was completed on October 3rd. The striping of the lines is scheduled for October 8th which will complete this project. Sunbird Inc. made the project a very smooth one and saved the City money by overseeing the project.

Update on Park Restroom Projects - Contracts have been executed. The pre-construction meeting was held on September 25th, with the building permits released to the contractor on October 2nd. The contractor was on site October 3rd at Valley View Park to start excavation for the footings. Demolition work for the Lion's Park restrooms will begin as soon as electrical service is disconnected by WE Energies, and the plumbing contractor has capped the sewer and water lines. Exterior work will hopefully be completed in November so interior work may be done during the winter months and landscaping can be started in the spring.

Update on Milham Park conceptual layout plan - The Plan Committee has reviewed two conceptual plan alternatives for the park site. The committee selected a preferred plan and included some suggestions which the consultant will incorporate in a revised plan. The next park planning meeting has been scheduled for October 23rd. It is the goal of the subcommittee and consultant to present a plan to the full commission at the November or December meeting.

Update on Community Center Project - The Building Maintenance staff and/or contractors have completed all interior renovation work. The parks department has finished the landscaping around the north side of the building, and is working on the landscaping of the south (front) side of the building.

Staff has completed the building policies and procedures, and is currently working on the proposed fee structure. This information will be presented at the November commission meeting for review and approval. The Senior Citizen's Club will move into the facility during the club's winter break in Mid December. The Food Pantry move has been delayed and they are working with the Mayor regarding the date they will move from Hickory Grove. Public use of the facility is scheduled for January 2008.

Update on Quarry Park - On September 25th, the Common Council approved the Addendum to the Lease Agreement with Johnson Sand & Gravel for 2008. Restoration activities will continue throughout the fall as weather permits. The spillway has been top soiled and seeded. In addition, JS&G is repairing several washouts on the slopes of the east and west lakes. All areas should be seeded and mulched in the next three weeks.

Update on On-Line Recreation Program Registrations - Internet registration for all department programs began on September 11th. Administrative Coordinator Cheryl Bowers reported that the first on-line registration process was a success. The first day of registrations generated revenues totaling \$24,457 of which \$4,342 were on-line registrations. On Sept. 12th registrations generated revenues totaling \$15,459 for which approximately \$400 were on-line registrations. For the period of September 17 through September 30, revenues generated from on-line

registrations totaled approximately \$1,800.

DIRECTOR'S REPORT:

2008 Parks, Recreation and Forestry Department Budget - The Common Council reviewed the 2008 Operating Budget at Committee of the Whole Meetings on September 24th and October 1st. The only change to the department budget was to add \$11,000 to the Recreation Expense Budget for the School Facility Fees, which will be offset by \$11,000 in estimated program revenues. The Proposed 2008 Parks, Recreation & Forestry Operating Budget now stands at \$1,630,815, an increase of \$73,545 or 4.7% over the 2007 Budget of \$1,557,270. This proposal represents only a net increase of \$31,238 or 1.9% in the last 6 years. The Common Council will continue review of the 2008 Budget on October 9th. The Commission expressed concerns regarding the affect of the School Facilities Use Fees on the annual budgets since the City and the School District are on different fiscal years.

New Berlin School District Agreement for Use of School Facilities –Review and Recommendation - At the September meeting, the commission reviewed the new “Agreement for Use of School Facilities” as well as the economic impact the new fee structure will have on recreation department programs. The Commission was given a copy of a memo from City Attorney Mark Blum which summarizes the issues that have been discussed by staff and the commission. Mayor Chiovatero will be sending correspondence to the school district on this issue. Following review and discussion, it is anticipated this agreement will go before the Common Council for review and approval in late October. It was by consensus of the Commission for Mark Schroeder to encourage a working meeting to discuss the agreement with the Superintendent; Director of Parks, Recreation and Forestry; the Chairman of the Parks, Recreation and Forestry Commission; and the Mayor.

Lion’s Park Wireless Communications Facility – Review & Recommendation on T-Mobile proposal to construct facility at Lion’s Park - In July 2006, T-Mobile first contacted the city on the potential of locating a wireless communication facility at a to be determined location in the park. Meetings have been held in August and September with the Department of Community Development and Parks, Recreation and Forestry staff to discuss the project in more detail. The Commission was given project drawings and plan of operation for the proposed 80’ cell tower. The proposed location is immediately north of the proposed food pantry storage building located just east of the community center. A positive recommendation from the Parks, Recreation and Forestry Commission will send this project to Department of Community Development staff and Plan Commission for necessary approvals.

Jeff Fowle of JDI Consulting representing T-Mobile reported that there was no room to add another carrier on the cell tower at Hickory Grove. The proposed plan is up to the City of New Berlin cell tower code. The tower would be an 80 ft. stealth design tower which would be able to accommodate a flag. The footprint of the building would be half the size of the building at Hickory Grove Center and would be in a brick that matches the existing Community Center building. This location was chosen because of the limitations of the LAWCON boundaries and the natural gas line easement. Mr. Fowle informed the Commission that the City of Brookfield and the City of Waukesha direct wireless companies to locate cell towers on public land to generate revenues for the municipality. T-Mobile already has cell towers at publicly owner property of Eisenhower High School, New Berlin City Hall, the Fire Station at Cleveland and Calhoun, the water tower at I-43 and Moorland Road. There are towers on private property at 124th Street and Beloit Road, and Racine Avenue and National Avenue.

If the plan is approved for the location of a cell tower at the Community Center, T-Mobile will rent space to another wireless provider. The building will also be constructed to allow space for this additional future provider. T-Mobile would agree to build a dual use building for City use.

The Commission had concerns regarding the proposed location of the tower and would like more information

on an alternate location and progress of the Food Pantry building.

Motion by Commissioner Radtke to table the T-Mobile proposal to construct a wireless communication facility at Lion's Park. Seconded by Commissioner Gihring and carried unanimously.

NEXT MEETING: November 12, 2007

ADJOURNMENT:

Motion by Commissioner Radtke to adjourn at 8:47 p.m. Seconded by Commissioner Thompson and carried unanimously.

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

ART/cb