

NEW BERLIN PARKS, RECREATION & FORESTRY COMMISSION MEETING

Monday, December 10, 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 6:40 p.m. in the Common Council Chambers at New Berlin City Hall.

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

Also Present: John Rader, General Manager for New Berlin Hills; Director of Parks, Recreation and Forestry Mark Schroeder and Administrative Coordinator Cheryl Bowers.

PUBLIC NOTICE:

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

MINUTES:

Motion by Commissioner Radtke to approve the minutes of the regular Parks, Recreation and Forestry Commission Meeting of November 12, 2007. Seconded by Commissioner Moore and carried with Commissioner Kocchi voting present/abstaining.

Motion by Commissioner Radtke to approve the minutes of the regular Parks, Recreation and Forestry Commission Meeting of November 19, 2007. Seconded by Commissioner Thompson and carried with Commissioners Bedwell and Kocchi voting present/abstaining.

Motion by Commissioner Standish to advance the agenda to the review and recommendation on the 2008 Greens Fees under the Director's Report, to accommodate the visitors present. Seconded by Commissioner Gihring and carried unanimously.

DIRECTOR'S REPORT:

New Berlin Hills Golf Course – Review & Recommendation on 2008 Greens Fees - At the October 31st Golf Course Committee Meeting, the committee reviewed the competitor rates comparison, and unanimously recommended to accept the greens fees schedule for 2008 as presented with increases recommended for Non-resident Adult Weekday 9-hole and Non-resident Adult Weekend 9-hole rate categories. John Rader, General Manager for New Berlin Hills reported that 2007 was a good year for New Berlin Hills with the exception of the month of August due to inclement weather. Rounds played were up 6% from 2006. The current greens fees are mid-range when compared to other public and private courses. The number of rounds has lowered nationwide and some golf courses are being sold and converted to other uses and developments.

Director Schroeder reported that the City and New Berlin Hills is very fortunate to have John Rader as the General Manager. The food and beverage service at the clubhouse is also doing very well.

Commissioner Radtke commented that he has only heard positive comments from nonresidents and residents regarding New Berlin Hills.

Motion by Commissioner Standish to recommend to Council approve the Parks, Recreation and Forestry

Commission recommendation to approve the 2008 Greens Fees as recommended by the Golf Course Committee. Seconded by Commissioner Bedwell and carried unanimously.

The Parks, Recreation and Forestry Commission recommendation will go before the Common Council for approval in January 2008.

CORRESPONDENCE: None

BILLS AND FINANCIAL REPORTS:

The Commission reviewed the November 2007 Expenditure Detail in the amount of \$31,204.13. They also reviewed the copies of the November Revenues and Expenditures. Director Schroeder reported that the budgets are on track. After a brief discussion, motion by Commissioner Radtke to approve these financial documents. Seconded by Commissioner Thompson and carried unanimously.

COMMITTEE REPORTS:

Council Representative – No Report

Recreation Program Committee – Under tabled items

Parks and Facilities Committee – No Report

Planning Committee – The Committee met on November 20th. The Committee is working on a proposal for the survey for the Park and Open Space Plan and the Milham Park discussion is under Updates and Concerns.

Golf Course Committee – No Report

CHAIRMAN'S REPORT: No Report

PLAN COMMISSION MEMBER REPORT: No Report

UPDATES AND CONCERNS:

Update on Park Restroom Projects - As of December 4th, exterior masonry block has been installed on the new restroom buildings at Lion's and Valley View Parks. At Valley View Park, the roof trusses, sheathing, and shingles have been installed, as well as the pre-finished metal soffit and fascia. The interior concrete block has been delivered to the site. At Lion's Park, the roof trusses are installed, and the gable end walls are framed and sheathing ready for installation.

Also the restroom renovation projects for Buena, Calhoun, and Valley View Parks are nearing completion. The buildings have been painted, re-roofed, and the metal soffit and fascia installed. The interior work has not been completed, including the installation of the timed locks.

Update on Milham Park conceptual layout plan - A park plan subcommittee meeting was held on November 20th to continue refinement of the park conceptual plan. The next meeting is scheduled for December 18th at which time the subcommittee will review and discuss the draft plan report including the CIP Budget/project phasing. It is the goal of the subcommittee and consultant to present this information to the full commission at the January or February 2008 meeting.

Paul Hartwig has made a request to lease the property for farming purposes in 2008 per the terms of the current land lease. No development is planned for the Park in 2008 since no funding has been approved. There may

be funding available in 2009. The lease agreement is for a year to year term. It was the consensus of the Commission to continue the lease with Paul Hartwig for the 2008 season.

Update on Community Center Project - The Building Maintenance staff and/or contractors have completed all interior renovation work. The Food Pantry moved into the building on December 1st, and opened to the public on December 5th. The Senior Citizen's Club will begin the moving process on December 11th, with senior programs resuming the week of Monday, January 14th. Public use of the facility is scheduled to begin starting in February. The Grand Opening and Ribbon Cutting ceremony has been scheduled for January 19th.

Update on T-Mobile Wireless Communications Facility at Lion's Park - At the November meeting, the Commission approved a motion to recommend to the Plan Commission to grant approval to T-Mobile to install an 80 foot, 2-carrier stealth flag pole cell tower on the east side of the community center at Lion's Park, with the condition that T-Mobile construct a storage building for the food pantry. This motion was sent to the Department of Community Development. T-Mobile is currently working on project plan details for the formal zoning application. Donors have surfaced for materials and construction of the storage building for the food pantry. T-Mobile has shown a willingness to make a one-time contribution to the Park System in lieu of building the storage building for the food pantry.

Commissioner Moore distributed wind generator information to the Commission. Director Schroeder will forward a copy to T-Mobile.

TABLED ITEMS:

Athletic Field Usage Fees – Review & Approval of Policies and 2008 Fee Schedule/TABLED 11/12/07 - Motion by Commissioner Kocchi and seconded by Commissioner Radtke to remove the Athletic Field Usage Fees from the table. Motion carried unanimously.

The motion on the floor is as follows: Motion by Commissioner Gihring and seconded by Commissioner Radtke to approve the Recreation Committee recommendation to charge for use of soccer fields at the rate of \$10 per game for independent recreation level teams, \$15 per game for independent select level teams; and to reduce the fee for private baseball/softball teams from \$50/game to \$30/game for diamond use. The Athletic Field Use Guidelines policies will also reflect for both baseball/softball and soccer that the player residency minimum is 80% per team.

At the November commission meeting, this item was sent back to the Recreation Committee for further review. At the November 28th committee meeting, a recommendation was made to decrease the field use fee for independent baseball/softball teams from \$50/game to \$30/game. In addition, the recommendation from the committee is to charge the independent New Berlin Soccer Club \$20/team per season for independent club lined soccer fields or \$40 per team per season for City staff lined soccer fields. The committee is also recommending staying with the previous recommendation that the baseball/softball and soccer league restrictions require participation on any independent team to be a minimum of 80% New Berlin resident players. It was the consensus of the Committee for the fees to be effective for the fall 2008 season since the New Berlin Soccer Club has already collected registration fees for the spring 2008 season.

Motion by Commissioner Moore and seconded by Commissioner Thompson to amend the motion to state: Motion by Commissioner Gihring and seconded by Commissioner Radtke to approve the Recreation Committee recommendation to charge for use of soccer fields at the rate of \$20 per team per season for independent club lined soccer fields or \$40 per team per season for City staff lined soccer fields; and to reduce the fee for independent baseball/softball teams from \$50/game to \$30/game for diamond use. The Athletic Field Use Guidelines policies will also reflect for both baseball/softball and soccer that the player residency minimum is 80% per team. Motion to amend carries with Commissioner Standish voting no.

Upon voting, the original motion as amended carried with Commissioner Standish voting present/abstaining.

DIRECTOR'S REPORT:

2008 Parks, Recreation and Forestry Department Budget - The Common Council held the Public Hearing on the 2008 Budget on November 20th, with final approval of the operating budget on November 27th. 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 Approved 2008 Parks, Recreation & Forestry Operating Budget 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 approved budget includes funding for all current staff positions, and all existing programs and services. Director Schroeder thanked Alderman Moore for his support at the Council level.

2007 was the first year that New Berlin Hills Golf Course did not have to pay debt service on the clubhouse and maintenance building. The Common Council was looking for additional revenues to offset the general tax fund therefore, Council voted to increase New Berlin Hills' annual contribution from \$110,000 to \$135,000. Consensus of the Commission to revisit this topic to discuss action to communicate with Council to return New Berlin Hills' contribution from \$135,000 back to \$110,000.

The 2008 CIP Budget will be reviewed and tentatively approved at the December 11th council meeting.

New Berlin School District Agreement for Use of School Facilities – Review and Recommendation -

At the November 19th meeting, the Commission made a motion to recommend to the Common Council to approve the new "Agreement for Use of School Facilities" with the New Berlin School District, with the inclusion of the language contained in the November 16th correspondence from City Attorney Mark Blum

On November 27th, the council deferred this item to the December 11th meeting as the Board of Education is currently reviewing the agreement and the requested changes with legal counsel. Per an email from Tony Goedheer, the City can continue the current status until the Board of Education acts upon the agreement at the December 10th meeting.

New Berlin Community Center – Review & Approval of Policies & Procedures and 2008 Fee Schedule

– The Commission received the revised building use policies and procedures, and proposed fee schedule that were reviewed by City Attorney Mark Blum. All language revisions per the November 26th correspondence have been incorporated in the document.

The following changes were also recommended by the Commission:

- Under Fee Schedule/Resident – change the word parochial to private
- Under Rules & Regulations/Conduct of Group – change the wording from "Deposit **will** be withheld" to "Deposit **may** be withheld".
- Add the approval and revision dates at the end of the document

Motion by Commissioner Kocchi and seconded by Commissioner Radtke to approve the New Berlin Community Center Policies & Procedures along with the 2008 Fee Schedule as amended. Motion carried unanimously.

NEW BUSINESS: None

NEXT MEETING: January 14, 2008

ADJOURNMENT:

Motion by Commissioner Kocchi to adjourn at 9:25 p.m. Seconded by Commissioner Radtke and carried unanimously.

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