

NEW BERLIN PARKS, RECREATION & FORESTRY COMMISSION MEETING

Monday, May 15, 2006

Please note: Minutes are unofficial until approved by the Parks, Recreation and Forestry Commission at their next regularly scheduled meeting.

The regular meeting of the Parks, Recreation and Forestry Commission was called to order by Chairman Bill Christel at 7:06 p.m. in the Common Council Chambers at New Berlin City Hall.

Present: Commissioners; Bill Christel, Chuck Bedwell, Nancy Duff, Paul Gihring, James Gradel, Dick Kinney, and Vern Radtke

Also Present: Pete Conniff and Terry Miller, representing the Disc Golf League; and Director of Parks, Recreation and Forestry Mark Schroeder.

Excused: Rick Kocchi and Council Representative Bill Moore.

This meeting was noticed on May 11, 2006 in accordance with Open Meetings law.

Consensus of the Commission to proceed to the Update on the cell tower flag pole light at Hickory Grove Center, under Updates & Concerns, and to proceed with the Valley View Disc Golf review and possible recommendation on altering course layout from an 18 to 9 hole facility, under the Director's Report to accommodate the visitors present.

CORRESPONDENCE:

Communication from residents Matt Angiolo & Tim Kutschera regarding the Valley View Park disc golf course - On April 21st, Dave Jeske and Mark Schroeder met with the residents to discuss disc golf activity at the park, and the impact on their adjacent properties. Residents Matt Angiolo of 5211 South Valley View Drive and Tim Kutschera of 5230 South Valley View Drive are requesting the commission downsize the course from 18 to 9 holes which was one of the options discussed previously by the commission.

DIRECTOR'S REPORT:

Valley View Park Disc Golf Course – review and possible recommendation on modifying the course layout from an 18 to 9 hole facility - In October, the police department provided a summary of 2005 police activity at Valley View Park, as well as all city parks. The Recreation Program Committee was asked to review the disc golf season for 2005. Based on this review the committee voted on March 1st to recommend this activity is maintained at Valley View Park for 2006. The full commission approved this recommendation at the March 20th meeting.

Two neighboring residents, Mr. Kutschera and Mr. Angiolo, have requested the commission direct staff to modify the course from 18 to 9 holes to reduce the impact to their properties which border the 11th, 12th, and 13th holes of the course.

Motion by Commissioner Bedwell to recommend the Park and Facility Committee work with staff, the Disc Golf Association and park neighbors to develop a plan to modify the layout of the disc golf course to maintain an 18 hole facility, but reduce the impact to the neighboring residential properties on the east side of the park, and report back at the June meeting. Seconded by Commissioner Radtke and carried unanimously.

UPDATES AND CONCERNS:

Update on cell tower flag pole light at Hickory Grove Center - This item was last discussed at the November commission meeting. At that time, in an effort to address residents concerns, the department reduced the wattage of the flag pole floodlight from 400 to 175 watts, and also adjusted the aiming angle and installed a shroud around the light fixture. Since this did not fully address the residents concerns, staff removed the floodlight and flag while options could be researched. Last fall staff met with a lighting consultant to discuss lighting options to provide a more narrow focus spotlight with increased efficiency but lower wattage. The Commission was presented with information on a framing type projection fixture that has been recommended to staff by the lighting consultant for this type of application. Mark Schroeder secured a demo unit that the department can test in the field. The cost of this fixture is approximately \$3,000 with installation estimated at \$700.

A suggestion was also made to look into erecting a flag on the south end of the building on a standard flag pole and abandoning the flag and light on the cell tower. The approximate cost for materials and labor for a 25' flag pole with concrete base, ground mounted light fixture including installation is approximately \$1,000.

Motion by Commissioner Gradel to recommend reinstalling the cell tower flag and floodlight per the original installation. Motion fails for lack of a second.

Motion by Commissioner Duff to recommend not to display and illuminate a flag on the cell tower flag pole. Seconded by Commissioner Radtke. Motion carries with Commissioners Kinney and Gradel voting no.

Motion by Commissioner Radtke to install an alternate new flag pole and light on the south end of Hickory Grove Center with department staff to determine the exact location of the flagpole. Seconded by Commissioner Gradel. Motion ties with Gradel, Radtke, Bedwell voting yes and Duff, Gihring, and Kinney voting no. Motion carries with Chairman Christel breaking the tie and voting yes.

ELECTION OF OFFICERS & COMMITTEE APPOINTMENTS:

The floor was open for nominations for Chairman of the Commission. Commissioner Christel was nominated by Commissioner Duff and seconded by Commissioner Radtke. The floor closed for nominations. Upon voting Commissioner Christel was elected Chairman of the Parks, Recreation and Forestry Commission by a vote of 6 to 0.

The floor was open for nominations for Vice Chairman of the Commission. Commissioner Gihring was nominated by Commissioner Duff and seconded by Commissioner Radtke. The floor closed for nominations. Upon voting Commissioner Gihring was elected Vice- Chairman of the Parks, Recreation and Forestry Commission by a vote of 6 to 0.

The floor was open for nominations for Secretary of the Commission. Commissioner Duff was nominated by Commissioner Gradel and seconded by Commissioner Radtke. The floor closed for nominations. Upon voting Commissioner Duff was elected Secretary of the Parks, Recreation and Forestry Commission by a vote of 6 to 0.

COMMITTEE APPOINTMENTS:

Sub-committee Appointments - The Sub-committees only meet when additional research is needed on a project or concern. Committee Appointments – Chairman Christel will make the remaining appointments to the Parks, Recreation and Forestry Commission Committees at the June meeting:

Plan Committee – Bill Christel and Paul Gihring*

Parks and Facilities Committee – Chuck Bedwell* and Vern Radtke

Recreation Committee – Nancy Duff* and Dick Kinney

(*) indicates chairman

MINUTES:

Motion by Commissioner Kinney to approve the minutes of the regular Parks, Recreation and Forestry Commission Meeting of March 20, 2006. Seconded by Commissioner Radtke and carried unanimously.

CORRESPONDENCE:

Correspondence from the Soap Box Derby Commission regarding improvements to the Valley View Park Facility - Dave Nagy, Soap Box Derby Commission Secretary/Treasurer, submitted a written request to the Commissioner regarding the donation of materials and labor to make upgrades to the Soap Box Track facility.

Correspondence from the New Berlin Historical Society – The New Berlin Almanack was presented to the Commission. Mark Schroeder thanked the New Berlin Historical Society on behalf of all their work especially with the open houses at Historic Park.

Correspondence from the WDNR regarding Garlic Mustard – The Commission received information from the DNR on this highly invasive plant species and how to control or manage this plant. Mark Schroeder reported that Alderman Bill Moore organized 17 neighbors to help weed out the invasive Garlic Mustard plant from Weatherstone Park. He also reported that Holy Apostles Scout Troops will be active in removing Garlic Mustard from Deer Creek Sanctuary.

BILLS AND FINANCIAL REPORTS:

The Commission reviewed the March and April 2006 Expenditure Detail in the amount of \$56,250.25. They also

reviewed the copies of the March and April Revenues and Expenditures. After a brief discussion, motion by Commissioner Gihring to approve these financial documents. Seconded by Commissioner Radtke and carried unanimously.

COMMITTEE REPORTS:

Council Representative – No Report

Recreation Program Committee – No Report

Parks and Facilities Committee – No Report

Planning Committee – (April 26 Meeting)

Golf Course Committee – (Meeting scheduled for May 17th)

CHAIRMAN'S REPORT:

Chairman Christel thanked Commissioners Jim Gradel and Council Representative Paul Gallagher for their years of service to the Commission. He also welcomed Council Representative Bill Moore to the Commission.

PLAN COMMISSION MEMBER REPORT: No Report

UPDATES AND CONCERNS:

Update on ProHealth Care Park - Shelter shop drawings for the wood beams, decking, and trusses were approved in late March, with materials delivered in mid April. The steel columns have been installed, and currently the contractor is installing the wood beams, trusses, and decking. The next inspection will be scheduled for late May. The mason will be starting on the exterior stone for the columns in the next week, followed by the pouring of the concrete floors in both the restrooms/mechanical room, and the open shelter.

Bonestroo completed the preliminary design of the rain gardens and landscape plan for the area around the shelter building. This information was given to engineering for review in late April. Staff has completed review of the playground area design with the playground equipment, benches, and picnic tables ordered. Staff is also finishing the specifications and contract documents for the basketball court project. Bids should be ready for commission review and recommendation at the June meeting. The parks crew has fertilized the soccer fields, and will be planting seven spruce trees, mostly along Sunny Slope Road.

Update on Weston Apple Orchard Barn Roof Replacement Project - In early April, staff received the written approval from the State Historical Society for this project. Shortly after the roof tear off began, the contractor realized that the roof was not covered with two layers, but four layers of old shingles. This additional tear off and disposal meant additional costs to the project which will be paid for by the Room Tax Building Maintenance Fund. Ken Weston graciously donated \$5,200 toward this project. The project was completed on May 1st. The Weston Barn will celebrate its 100th Anniversary as part of the Prospect Hill Historic Day events scheduled for Sunday, September 10th.

Update on Freewill Baptist Church Donation Agreement - In mid April, the closing documents were signed by both parties, and the City is now the owner of the church property. The Historical Society has scheduled the church dedication ceremony for Sunday, July 23rd at 4:00 p.m. The Historic Park buildings will be open from 1:00 – 4:00 p.m. on the 23rd.

Update on Mary Ella Milham Property - Staff contacted the attorney for Ms. Milham on April 28th to express the City's continued interest regarding her offer to donate this property for a public park. Ms. Milham will be returning to Wisconsin in late May, and discussions can resume at that time.

Update on Class Recreation Registration & Facility Reservation Software System - Staff began entering the household information in April, and the system went live for processing mail-in registrations on May 10th, with in-person registration starting on May 15th. The system seems to be working great!

Update on scoreboard project for Calhoun Park south ball diamond - The new scoreboard was installed last week by the parks crew at the Calhoun Park south ball diamond. The scoreboard was donated by Steve Ludwig, Owner of Ludwig Construction of New Berlin.

DIRECTOR'S REPORT:

Stormy Acres Park – Review and Recommendation on Park Master Plan from the Planning Committee - The Planning Committee met on April 26th to discuss the future development of Stormy Acres Park. The meeting followed a walking tour of the site. The committee discussed potential park and open space uses, funding options, park maintenance, and potential neighborhood support for this park development. It is the recommendation of the committee to schedule a neighborhood meeting before the full commission to help determine the interest of the residents in moving forward with the master planning process and subsequent park development.

Motion by Commissioner Gihring to schedule a neighborhood informational meeting to discuss the potential development of a park master plan for Stormy Acres Park. The meeting will be scheduled for Monday, June 19 at 6:00 PM proceeding the 7:00 PM regular Commission meeting. Seconded by Commission Kinney and carried unanimously.

Valley View Park Soap Box Derby Track – Review and Approval to accept the donation of the Soap Box Derby Commission for facility improvements - It is the recommendation of staff to approve the proposal of the Soap Box Derby Commission to make the noted improvements to the Soap Box Derby facility. The commission has a great "track record" of working with our department to make improvements to this facility, the most recent of which was funding the entire \$25,000 cost for track resurfacing.

Motion by Commissioner Duff to accept the donation of the Soap Box Derby Commission to make the noted improvements to the Valley View Park Soap Box Derby Facility per the proposal dated May 11, 2006. Seconded by Commissioner Radtke and carried unanimously.

NEW BUSINESS: None

NEXT MEETING: June 19, 2006 at 6:00 PM

ADJOURNMENT:

Motion by Commissioner Duff to adjourn at 9:10 p.m. Seconded by Commissioner Gradel and carried unanimously.

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

ND/cb