

## NEW BERLIN PARKS, RECREATION & FORESTRY COMMISSION MEETING

Monday, May 17, 2004

***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 Vice-Chairman Paul Gihring at 7:08 p.m. in the Common Council Chambers at New Berlin City Hall.

Present: Commissioners; Chuck Bedwell, Nancy Duff, Paul Gihring, James Gradel, Michael McAdams, Vern Radtke and Council Representative Paul Gallagher.

Also Present: Michael Bieniek of Site Acquisition Consultants, City Attorney Mark Blum, Kenneth and Genevieve Weston, John Schober, Alderman Dave Ament, Director of Parks, Recreation and Forestry Mark Schroeder and Administrative Coordinator Cheryl Bowers.

Excused: Chairman Bill Christel and Rick Kocchi

*This meeting was noticed on May 13, 2004 in accordance with Open Meetings law.*

*Consensus of the Commission to proceed to the review and recommendation on the proposal from Site Acquisition Consultants and Verizon Wireless regarding the proposed communication tower at Hickory Grove Center, under the Director's Report, to accommodate the visitors present.*

### **DIRECTOR'S REPORT:**

**Verizon Wireless Proposal at Hickory Grove Center – review and recommendation on proposal from Site Acquisition Consultants.** Mark Schroeder reported that per the request of Site Acquisition Consultants, the Plan Commission tabled this item until the June meeting to allow for time to address several questions and concerns. A major item of concern is the fact the equipment shelter cannot be located north of the building due to the presence of the gas utility easement. Site Acquisition Consultants have revised the drawings showing the relocation of the equipment shelter to the east side of the building. Site Acquisition Consultants would need this proposed location to be reviewed by the commission, and a recommendation sent for the June Plan Commission meeting.

Motion by Commissioner Paul Gallagher to recommend to the Plan Commission to approve placement of a 98 ft. Verizon stealth flag pole cell tower at Hickory Grove Center, with equipment shelters to be located on the east side of the building, with the contractor responsible for all site restoration including replacement of the asphalt pavement caused by the tower installation. Seconded by Commissioner Nancy Duff. Motion passes unanimously.

*Consensus of the Commission to proceed to the Weston Antique Apple Orchard presentation by the subcommittee, under the Director's Report, to accommodate the visitors present.*

**Weston Antique Apple Orchard – presentation by subcommittee** - The Ad-Hoc Weston Orchard Committee consisting of Vern Radtke, Paul Gihring, and Nancy Duff, presented the Commission with details of the proposed agreement between the Westons and the City of New Berlin regarding the donation of the Weston Apple Orchard property. The Commissioners were asked to forward any questions to the Committee for discussion at the June Commission meeting.

*Consensus of the Commission to proceed to the Teen Center Survey presentation by Parks, Recreation and Forestry staff, under the Director's Report, to accommodate the visitors present.*

**Teen Center Survey – presentation by Parks, Recreation and Forestry staff** – The Parks, Recreation & Forestry Department staff reported to the Commission that they have been given the task to work with the Youth Advisory Board to research the feasibility of creating a Teen Center for the community. Department staff developed a survey/questionnaire that was distributed to area park and recreation departments. The survey questions focused on several major components of Teen Centers including: Facility and Operations, Participation, Leadership and Staffing, Budget/Financial, and Programming & Activities. Staff will also be presenting the survey results to the Youth Advisory Board at the May 18<sup>th</sup> meeting. The Commission thanked staff for a great informative report.

**MINUTES:**

**April 19, 2004 Minutes** - Motion by Commissioner Radtke to approve the minutes of the regular Parks, Recreation and Forestry Commission Meeting of April 19, 2004. Seconded by Commissioner Gradel and carried unanimously.

**CORRESPONDENCE:** None

**BILLS AND FINANCIAL REPORTS:**

The Commission reviewed the April 2004 Expenditure Detail in the amount of \$76,482.68. They also reviewed the copies of the April Revenues and Expenditures. Mark Schroeder reported the Parks and Forestry Division account 591-212 is over budget due to the payment of the aerial spraying for gypsy moths. The DNR has approved a grant for 50% of the spraying costs. The Recreation Division revenues are \$13,000 above the revenues that were collect at this time last year. After a brief discussion, motion by Commissioner Gallagher to approve these financial documents. Seconded by Commissioner McAdams 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 – Mark Schroeder reported a meeting has been scheduled for June 1, 2004.

**CHAIRMAN'S REPORT:** No Report

**PLAN COMMISSION MEMBER REPORT:** No Report

**UPDATES AND CONCERNS:**

**Update on ProHealth Care Park** - Mark Schroeder reported that a site meeting was held with Capitol Pavers, and the landscape sub-contractor to review the punch list items for completion of Phase I. Staff has also met with ProHealth Care Inc. representatives on the location of the park entrance sign, which should be ready for installation in June.

**Update on Quarry Park** – Mark Schroeder reported that work had started again on the grading of the ball diamond area. A site meeting with Bonestroo, Johnson Sand & Gravel, and city staff has been scheduled for May 19<sup>th</sup> to discuss the key site issues, the engineering and field survey/staking services required, and the overall project schedule for the remaining phases of the reclamation.

**Update on New Berlin Hills Streambank Stabilization Project** – Mark Schroeder reported that site meetings were held to discuss the project restoration activities, which have included a combination of seeding and sodding in the damaged areas of the fairways on #1, #2, #3, #9, #10, and #18. Sod had been installed on the 1<sup>st</sup> and 3<sup>rd</sup> fairways; sod still needed to be placed on fairway #9. The engineering department will continue to monitor the remaining punch list items that need completion.

**Update on Gypsy Moth Aerial Suppression Program** – Mark Schroeder reported the Parks and Forestry Division staff continued to monitor the emergence and development of the gypsy moth caterpillars. Aerial spraying is expected to occur within the next few days, depending on the weather conditions. Staff mailed postcards to all residents within the spray zones with an update on the spray program including the phone number for the Wisconsin DNR Gypsy Moth Information Line.

**Update on Proposal to name Calhoun Park Pond** - The Parks & Facilities Committee was unable to meet to discuss this proposal. A meeting date will be scheduled in early June with a recommendation to the Commission for the June meeting. The Schick family was informed this item would be discussed in June.

**Update on conservation subdivision developments (Roger's Glen, Wildwood Preserve, Poplar Creek) - Roger's Glen** – This 60-lot conservation subdivision development is located west of Racine Avenue in Sections 29 and 30. The Board of

Public Works and the Common Council approved the Developers Agreement. The developer can now begin construction of site improvements, ie. roads, utilities. When all improvements have been accepted by the City, the developer can apply for the Final Plat. Plan Commission and Common Council must approve the Final Plat. Upon approval of the final plat, the developer can begin to sell lots. It is at the Final Plat stage when the Park & Open Space Fees will be paid to the city.

**Wildwood Preserve** – This 42-lot conservation subdivision development is located in Sections 28 and 33 consisting of the current *Trees on the Move* parcel west of Calhoun Park. Public Hearings for this development were held at the Plan Commission meetings. The Plan Commission recommended approval of the rezoning, but the Common Council voted unanimously to delay action on the rezoning until further discussion at the May 25<sup>th</sup> Council meeting. The Plan Commission recommendations on public use recreational trails and environmental corridors were included in the Planning Dept. Staff Report and will be addressed following rezoning in the Preliminary Plat review process.

**Poplar Creek** – This 21-lot conservation subdivision development is located in Sections 9 and 16 west of Calhoun Road and south of Cleveland Avenue. The Common Council approved the rezoning. The next step is for the developer to submit the preliminary plat for review by the Plan Commission. The developer had requested to be placed on the February agenda to discuss the motion made by the commission in January regarding dedication of the environmental corridor, but to date no correspondence has been received.

**Update on Public Site & Open Space Account** – The Commission was presented with a 7-year analysis of the Public Site and Open Space Account, along with a summary of 2003 Account Expenditures categorized by project.

#### **DIRECTOR'S REPORT:**

**Parks, Recreation and Forestry Commission Ordinance and by-laws revisions – review and recommendation on updating codes** – The Commission was presented with proposed changes to the boards and commissions municipal codes and the Commission by-laws. The main change was to revise the Commission name from “Parks and Recreation Commission” to “Parks, Recreation and Forestry Commission”. Revisions also included the Commission’s responsibility of updating of the Parks and Open Space Plan and matters of the Urban Forestry programs.

Motion by Commissioner Radtke to approve the Municipal Code 6-5 Parks and Recreation Commission revisions as presented by Mark Schroeder. Seconded by Commissioner Duff. Motion passes with Commissioner Gallagher abstaining.

**National Manor Development – review and recommendation on parkland dedication** –National Manor is a two phase infill development project with Phase I consisting of 33 single-family lots, and Phase II consisting of a 126 unit multi-family development. The Commission was presented with a site plan and information on the project development. The plans and developer’s agreement are being reviewed by city staff. Once the plans and developer’s agreement are approved, construction can begin. The developer is interested in dedicating a small 2 plus acre park site to the city in lieu of park and open space fees. Staff recommends accepting the park fees and not the dedication of the land for a public park. The amount of maintenance required for this site would be high. The Park and Open Space Plan does not recommend a park for this service area. This neighborhood is already being served by Biwer and ProHealth Care Parks.

Motion by Commissioner Radtke, to recommend to the Plan Commission, to accept the developer’s contribution to the Public Sites and Open Space account in lieu of the dedication of parkland for Phase II National Manor. Seconded by Paul Gallagher and carried unanimously.

**NEW BUSINESS:** None

**NEXT MEETING:** June 21, 2004

#### **ADJOURNMENT:**

Motion by Commissioner Duff to adjourn at 9:30 p.m. Seconded by Commissioner McAdams and carried unanimously.

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

ND/cb