

NEW BERLIN PARKS, RECREATION & FORESTRY COMMISSION MEETING

Monday, November 17, 2003

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 7:01 p.m. in the Common Council Chambers at New Berlin City Hall.

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

Also Present: David Burch of Bonestroo & Associates, General Manager of New Berlin Hills Golf Course John Rader, Director of Parks, Recreation and Forestry Mark Schroeder and Administrative Coordinator Cheryl Bowers.

Excused: James Gradel

MINUTES:

Motion by Commissioner Gihring to approve the minutes of the regular Parks, Recreation and Forestry Commission Meeting of October 20, 2003. Seconded by Commissioner Gallagher and carried unanimously.

Consensus of the Commission to proceed to the review and recommendation request on the 2004 Greens Fees at New Berlin Hills Golf Course under the Director's Report to accommodate the visitors present.

DIRECTOR'S REPORT:

New Berlin Hills Golf Course Review and recommendation on 2004 Greens Fees - General Manager of New Berlin Hills Golf Course John Rader presented the 2004 Greens Fees as approved by the Golf Course Committee. A market analysis of the surrounding golf courses and their rates was conducted.

Mr. Rader commented that the rates couldn't be raised too high in order to stay competitive. Non-residents make up 65% of the patrons and if the rates are too high for non-residents, they may go elsewhere. Basically, the resident and non-resident rates for 9-holes will be increased \$0.25, the weekday non-resident rate for 18-holes will be increased \$0.25, and the weekend non-resident rate for 18 holes will increase \$0.50. The Junior and Senior rates will remain the same as in 2003.

Commissioner Bedwell stated that the Golf Course Committee was very pleased with the improved sand traps and the new advertising signs at the holes.

Motion by Commissioner Bedwell to recommend to Council the 2004 Greens Fees for New Berlin Hills Golf Course as recommended by the Golf Course Committee. Seconded by Commissioner Radtke. Carried with Commissioners Gallagher and Kocchi voting no.

Consensus of the Commission to proceed to the Update on ProHealth Care Park under the Update and Concerns to accommodate the visitors present.

UPDATES AND CONCERNS:

Update on ProHealth Care Park – Dave Burch of Bonestroo and Associates, informed the Commission on the progress being made at ProHealth Care Park. The boardwalk(s), stormwater pond and the silt fence are installed. The grassland area is now ready for seeding.

There is an issue with the Sunny Slope Road turn lanes. The City Engineering Department standards require a wider turn lane than was on the design plans. Bonestroo is researching the costs for this change. The design needs to be updated and approved by the Engineering Department. Bonestroo will present the options to Mark Schroeder and the Engineering Department with solutions that are agreeable to all.

CORRESPONDENCE: None

BILLS AND FINANCIAL REPORTS:

The Commission reviewed the October 2003 Expenditure Detail in the amount of \$22,210.64. They also reviewed the copies of the October Revenues and Expenditures. Mark Schroeder informed the Commission that the Parks revenues will increase when invoices from tournaments and the grass cutting for the Utilities, have been posted. Also, the Recreation revenues are greater than projected. After a brief discussion, motion by Commissioner Kocchi to approve these financial documents. Seconded by Commissioner Gihring 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 – Meeting on November 12th. General Manager John Rader reported to the Commission that Friday Fish Fries and banquet use has increased. Since Kuglitsch's and Bartlett's are no longer in business, there is an increased market for banquets.

CHAIRMAN'S REPORT:

Chairman Bill Christel acknowledged Peg Bentley's (of 3450 South Johnson Road) correspondence suggesting putting presentations first on the agenda. Mr. Christel thanked her and reported he will continue this practice.

PLAN COMMISSION MEMBER REPORT: No Report

UPDATES AND CONCERNS:

Update on Weston's Antique Apple Orchard – Mark Schroeder reported that this is a work in progress. The subcommittee met on November 10th and a meeting is schedule for December 4th. This issue will be brought forward to the Commission at a future meeting for review.

Update on National Avenue Phase I & II Landscaping Projects – Bluemel's Landscaping has planted the 12 replacement trees from Phase I. Phase II of the project will include 74 trees planted by Johnson's Nursery. Several species of trees have been planted with the remainder to be planted in the spring.

Update on New Berlin Hills Streambank Stabilization Project – A pre-construction meeting was held on November 17th and the work will start the week December 1st.

Update on Verizon Telecommunications Facility at Hickory Grove Center – Tim Klingman, Site Acquisition Specialist for Wireless Facilities, Inc. has requested to be taken off the agenda regarding placement of the stealth flagpole cell tower at Hickory Grove Center. All future correspondence will come directly from Verizon. No timeline was given for follow up with this project.

Update on 2004 DNR Forestry Grant - At the October meeting, the commission unanimously approved a resolution recommending the council authorize the submittal of a DNR Urban Forestry Grant for matching funds for Phase III of Tree Planting on National Avenue. On November 4th, the DNR informed the department the project was not selected for funding. According to the DNR, competition was especially high for 2004 with several projects unfunded.

DIRECTOR'S REPORT:

2004 Parks, Recreation & Forestry Department Budget – The Council reviewed the budget at meetings held on October 7th and 14th, with Council forwarding the budget for Public Hearing with an overall city budget reflecting a 0% increase. The department budget remains unchanged from what was distributed in October. The Public Hearing on the budget will be held on November 18th.

2004 Picnic usage fees; Review and Approval of 2004 Fees - Administrative Coordinator Cheryl Bowers reported that staff performed an extensive comparison of the surrounding municipalities and the rates they charge to rent out their picnic shelters. The five municipalities surveyed were Muskego, Greenfield, Greendale, Pewaukee and Brookfield. The Commission last approved a rate increase in 2001. Staff recommended to increase the fees 25% to \$65.00 which would keep the picnic fees

in line with the surrounding communities average of \$63.60.

Motion by Commissioner Gihring to approve the 2004 Picnic usage fees as presented. Seconded by Commissioner Kocchi. Motion carries with Commissioner Gallagher voting no.

2004 Athletic Field usage fees; Review and Approval of 2004 Fees - Administrative Coordinator Cheryl Bowers reported that in 1999, the Parks, Recreation and Forestry Commission approved the Athletic Field Use Guidelines which included policies and rates for individuals and organizations requesting the use of athletic fields. Staff is proposing a 25% increase over the 1999 rates. Also the policies are being updated to include the priority method used to determine the precedence granted for an organization's special event request. The increase is due to a rise in supply costs and labor in the parks. In addition, Staff was directed, during the 2004 budget process, to incorporate fee increases in all program areas.

Motion by Commissioner Kocchi to approve the 2004 Athletic Field Guidelines and Fees as presented. Seconded by Commissioner Radtke. Motion carries with Commissioner Gallagher voting no.

Mark Schroeder reported that the City of New Berlin was awarded a Wisconsin Park and Recreation Association (WPRA) 2004 Park Design Award for the Calhoun Park Streambank Project.

NEXT MEETING: December 15, 2003

ADJOURNMENT:

Motion by Commissioner Kocchi to adjourn at 9:15 p.m. Seconded by Commissioner Bedwell and carried unanimously.

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

ND/cb