

NEW BERLIN PARKS, RECREATION & FORESTRY COMMISSION MEETING

Monday, February 9, 2009

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 6:35 p.m. in the Common Council Chambers at New Berlin City Hall.

Present: Commissioners; Bill Christel, Chuck Bedwell, Rick Kocchi, Vern Radtke, Darrell Standish, Allison Thompson, and Geno Wichowski.

Also Present: Director of Parks, Recreation and Forestry Mark Schroeder and Administrative Coordinator Cheryl Bowers.

Absent: Michelle Della

Excused: Council Representative Bill Moore

PUBLIC NOTICE:

This meeting was noticed on February 5, 2009 in accordance with Open Meetings law.

MINUTES:

Motion by Commissioner Radtke, seconded by Commissioner Kocchi to approve the minutes of the regular Parks, Recreation and Forestry Commission Meeting of January 12, 2009. Motion carried unanimously with Commissioner Standish voting present.

CORRESPONDENCE:

BILLS AND FINANCIAL REPORTS:

The Commission reviewed the December 2008 Expenditure Detail in the amount of \$40,963.97. They also reviewed the copies of the final December Revenues and Expenditures. Director Schroeder reported that the end of year Recreation revenues were \$26,000 higher than projected due to the additional building (Community Center) to program classes in. The end of year Park revenues were \$14,000 higher than projected due to the increase of park permit fees and the additional rental of the Community Center. Expenses were held down to 98% of the budget thanks to the frugal spending of Recreation Supervisor Jon Stolz, Parks and Forestry Supervisor Dave Jeske, and Administrative Coordinator Cheryl Bowers. Chairman Christel complimented the staff on a job well done. After a brief discussion, motion by Commissioner Thompson, seconded by Commissioner Radtke to approve these financial documents. Motion carried unanimously.

The Commission reviewed the January 2009 Expenditure Detail in the amount of \$5,328.73. They also reviewed the copies of the January Revenues and Expenditures. After a brief discussion, motion by Commissioner Kocchi, seconded by Commissioner Standish to approve these financial documents. Motion carried unanimously.

COMMITTEE REPORTS:

Council Representative – No Report

Recreation Program Committee – No Report

Parks and Facilities Committee – No Report

Planning Committee – Met on January 28th and February 3rd to discuss the Park & Open Space Plan and Section 35, these items will be discussed under Updates & Concerns and the Director's Report.

Golf Course Committee – Met on January 26th and February 3rd to discuss the extension and amendment to the Lease Agreement with Crown Golf Properties, LP, this item will be discussed under the Updates and Concerns.

CHAIRMAN/PLAN COMMISSION REPORT:

Chairman Christel reported that the Plan Commission is continuing its work on the 2020 Comprehensive Plan including group meetings with the public.

UPDATES AND CONCERNS:

Update on Park & Open Space Plan - The Plan Committee met on January 28th and February 3rd to continue updating the Park & Open Space Plan. The discussion included review of revised parkland service area maps, and continued work on updating park service area standards for the City. The committee also discussed development of the 5-year action plan. The committee generated a list of short term (1-5 years), and long term plan recommendations for; 1) Enhancements/Improvements to Existing Parks, 2) Park Expansion, 3) New Park Development, and 4) New Park Acquisition. The committee is wrestling with how economics will guide recommended projects. This information has been sent to PDI for review and discussion at a future committee meeting. Director Schroeder was anticipating one more committee meeting in late February/early March with PDI, with a potential update/presentation to the full Commission in April.

The committee also continued review of the Section 35 Conceptual Site Layout Plan. The Comprehensive Plan Steering Committee had requested the committee review and provide feedback on this preliminary plan, specifically the need for parkland and recreational facilities for this undeveloped section of the City. An official recommendation for Commission review and approval will be discussed under the Director's Report.

Update on 2009 Parks, Recreation and Forestry Capital Improvements Budget - The 2009 CIP Budget was approved at the January 13th Common Council meeting. Projects approved in the 2009 Parks, Recreation and Forestry CIP Budget include; Park Equipment Replacement \$125,000, Malone Park Parking Lot Reconstruction \$125,000, and Malone Park Ball Diamond Upgrades \$25,000. The department was unable to obtain funding for improvements to the Malone Park Tennis Courts.

Update on New Berlin School District Agreement for Use of School Facilities - The Board of Education approved the facilities agreement at the January 12th meeting.

Update on New Berlin Hills Golf Course –2009 Greens Fees - The Common Council approved the 2009 Greens Fees at the January 13th meeting.

Update on New Berlin Hills Golf Course Lease Agreement with Crown Golf Properties, LP - On December 2nd, Crown Golf gave notice to the Golf Committee of its intention to exercise the Lease Agreement renewal option for one additional five-year period, which would commence on the 1st day of January 2010, and end on the 31st day of December 2014. The Golf Committee and Parks, Recreation & Forestry Commission both met on January 12th to officially recommend to the Common Council the approval of the second extension and amendment to the lease agreement.

The agreement was scheduled to go before the Common Council on January 27th for review and approval, but on January 21st, Crown Golf officially provided the City with modified assignment language they would like the City to consider. On January 26th, the Golf Committee met to discuss the proposed language revisions, and directed City Attorney Mark Blum to summarize the committee's recommendations in a letter that was sent to Crown Golf on January 27th. The letter basically stated that since the existing language has appeared to work well for both parties for nearly 15 years, a modification really was not necessary at this point. Crown Golf was asked to respond back to the City which they did on February 2nd. Crown Golf indicated they understood the reasons stated for keeping the lease as it has been, and they were willing to commit to the extension without this change in language. The Golf Committee met again on February 3rd to discuss this issue, which will go before the Common Council on February 10th, for final review and approval. Dave Fairman and Matt McIntee have indicated they will attend the meeting.

The Commissioners received the Requested Action Statement (which included suggestions made at the January 12, 2009 Parks, Recreation and Forestry Meeting), Second Extension & Amendment to Lease Agreement, the letter from Crown Golf requesting the extension, the First Extension & Amendment dated March 1999, and the original agreement dated May 1994. These materials have been included in the Council packets.

DIRECTOR'S REPORT:

Recreational Program Revenue/Expense Analysis (2008) - During the late stages of the 2009 budget discussions, staff was requested to provide information analyzing the revenue and expenses for department sponsored recreation programs. The Commissioners received a report prepared by Recreation Supervisor Jon Stolz that compared the revenues and expenses per program area for 2008. The report identified revenues with a comparison to the direct program expenses (direct costs are defined as employee wages, program supplies, & facility rental). Any program area that identifies a percent return of 100% or higher, indicates that the program generated more revenues than expenses. The goal of the department is to make all new recreation programs 100% supporting through program fees. Program areas that fall below the 100% level are Adult Women's Volleyball at 80% (due to loss of teams and increased facility rental costs), Aquatics at 59% (due to facility and custodial costs), Senior Programs (department subsidizes this program), and Special Events (department philosophy is not to cover costs in this area). Overall, the recreation programs generated \$336,718 in revenues with direct expenses totaling \$282,221 for a percent returned of 119%. The expenses do not include Administrative staff or Park crews salaries. Recreation Supervisor Jon Stolz and Program Specialist Tanya Tridle are to be commended for the excellent work they do in providing the community with a well rounded variety of programs and activities for all ages and interests.

Consensus of the Commission for programs for children to just cover direct costs with adult programs such as softball realizing a profit. The purpose of recreation is to add to the quality of life not to make a profit. The Commissioners want to be informed if staff is told to move against this philosophy. Chairman Christel thanked Recreation Supervisor Jon Stolz and Program Specialist Tanya Tridle for an excellent job.

Section 35 Conceptual Site Layout Plan – Review and Recommendation on Parkland & Recreational Facilities. At the January 28th Plan Committee Meeting, Director Schroeder distributed a conceptual plan for Section 35 as prepared by PDI for the Comprehensive Plan Steering Committee. This plan was presented at the December 10 steering committee meeting. The committee has been asked to review and provide feedback on this plan, specifically the need for parkland and recreational facilities in this section of the City.

Following review and discussion, the committee made the following recommendations:

- City should preserve, protect, and promote passive use (trails) of the C-1 and C-2 Conservancy Areas.
- A Neighborhood Park should be located in the central portion of Section 35 to best serve all residential development. The park site should include a minimum of 15 acres of developable land for active uses such as soccer, baseball/softball, basketball etc.
- This developable land should be contiguous to the centrally located conservancy areas to provide residents with the opportunity for both active and passive recreational activities.
- Linear parkways which preserve open space, and provide connectivity within this area should be developed. The linear parkways and neighborhood park should be integrated with the Tess Corners Water Resource Storage Basin to take advantage of this water resource.
- A pathway system should be developed within the linear parkways to provide the neighborhood and community with safe access to school, park, and residential development, and enjoyment of the natural environment.

It was the consensus of the committee to recommend to the Parks, Recreation, & Forestry Commission to incorporate in the future planning of Section 35 a multi-use neighborhood park design including linear parkways that provide for future connecting trails. It was also the consensus that Section 35 is not one of the committee's first choices for future development of a youth sport complex of approximately 50 acres. This item was on the agenda for the Commission to review and make a formal recommendation to the Comprehensive Plan Steering Committee.

Brian Teclaw of 18300 West Lawnsdale Road questioned if land indicated on the map as M-1 was currently M-1 or future M-1? Chairman Christel will inquire about the zoning at the February 11th Comprehensive Plan Steering Committee.

Motion by Commissioner Standish, seconded by Commissioner Wichowski to recommend to the Comprehensive Plan Steering Committee to incorporate in the future planning of Section 35 a multi-use neighborhood park design including linear parkways that provide for future connecting trails incorporating the following items:

- City should preserve, protect, and promote passive use (trails) of the C-1 and C-2 Conservancy Areas.
- A Neighborhood Park should be located in the central portion of Section 35 to best serve all residential development. The park site should include a minimum of 15 acres of developable land for active uses such as soccer, baseball/softball, basketball etc.
- This developable land should be contiguous to the centrally located conservancy areas to provide residents with the opportunity for both active and passive recreational activities.
- Linear parkways which preserve open space, and provide connectivity within this area should be developed. The linear parkways and neighborhood park should be integrated with the Tess Corners Water Resource Storage Basin to take advantage of this water resource.
- A pathway system should be developed within the linear parkways to provide the neighborhood and community with safe access to school, park, and residential development, and enjoyment of the natural environment.

Motion carried unanimously.

It was also the consensus that Section 35 is not one of the Commission's first choices for future development of a youth sport complex of approximately 50 acres.

NEW BUSINESS: None

NEXT MEETING: March 9, 2009

ADJOURNMENT:

Motion by Commissioner Wichowski, seconded by Commissioner Kocchi to adjourn at 7:44 p.m. Motion carried unanimously.

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

ART/cb