

NEW BERLIN PARKS, RECREATION & FORESTRY COMMISSION MEETING

Monday, June 8, 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 6:31 p.m. in the Common Council Chambers at New Berlin City Hall.

Present: Commissioners; Bill Christel, Chuck Bedwell (arrived 6:35), Michelle Della, Rick Kocchi, Vern Radtke, Darrell Standish, Allison Thompson, Geno Wichowski, and Council Representative Bill Moore (arrived 6:36).

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

PUBLIC NOTICE:

This meeting was noticed on June 4, 2009 in accordance with Open Meetings law.

Director Schroeder introduced the new Parks and Forestry Supervisor Andy Reshel. Mr. Reshel previously worked for the City of LaCrosse and Onalaska Parks and Recreation Departments. The department is happy to have him aboard. Chairman Christel welcomed Andy Reshel on behalf of the entire Commission.

MINUTES:

Motion by Commissioner Radtke, seconded by Commissioner Wichowski to approve the minutes of the regular Parks, Recreation and Forestry Commission Meeting of May 11, 2009. Motion carried with Commissioners Della and Kocchi voting present.

CORRESPONDENCE: None

BILLS AND FINANCIAL REPORTS:

The Commission reviewed the May 2009 Expenditure Detail in the amount of \$31,460.34. They also reviewed the copies of the May Revenues and Expenditures. Director Schroeder reported the Recreation Revenues are tracking in a positive manner. The Parks Supplies Expense Account 54110 has exceeded the budget amount due to the replacement of a park sign and the purchase of soccer goals. After a brief discussion, motion by Commissioner Standish, seconded by Commissioner Wichowski 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 – No Report

Golf Course Committee – The Golf Course Committee met on May 19, 2009. The Committee met the new Food & Beverage Director Wendy Sloniker. The Food and Beverage Section has helped the overall net revenue to increase nearly \$3,500 from 2008.

The Committee approved the allocation of \$35,000 in CIF monies for the 2009 projects which include landscaping, upgrade of the Rainbird Irrigation System Program for irrigation, and improve stairs and pathways, along with new tables, fixtures and tiles in the Clubhouse. The Clubhouse well maintenance and irrigation pond maintenance will be discussed under Updates & Concerns.

CHAIRMAN/PLAN COMMISSION REPORT: No Report

UPDATES AND CONCERNS:

Update on Park & Open Space Plan - Plan Committee recommendations on the Parkland Service Area Maps, Park Action Plans, and plan chapters were sent to Planning & Design Institute (PDI) in April, with modifications made to the plan in May. The Plan Committee will be reviewing the updated version of the plan at the meeting on June 9th. The goal is for PDI to present the plan to the Parks, Recreation and Forestry Commission in July, and to place this item on the Comprehensive Plan Steering Committee agenda in August.

Update on Moorland Road Median Tree Plantings - Dennis Kasian, President of J. Kasian & Sons Landscaping of New Berlin, contacted the City in March with an offer to donate and plant 20 trees to beautify the medians along Moorland Road. The trees, which include Red Jewel Crabs and hybrid Elms, have been planted south and north of the Welcome to New Berlin signs located near the Greenfield Avenue and Beloit Road intersections. The company has also agreed to maintain and water the trees for a two-year period. Mr. Schroeder publicly thanked Dennis Kasian and J. Kasian & Sons Landscaping of New Berlin for their donation.

Update on New Berlin Hills Water Supply System Projects - In 2008, the Parks, Recreation and Forestry Commission contracted with Ruckert & Mielke (R&M) to complete a study of the water supply options for the golf course. This study evaluated different water supply options based on certain parameters such as capital costs, reliability, operation & maintenance costs, and disruption to service. Based on the conclusions of the evaluation, R&M recommended a phased approach with the following two improvements recommended for the first year.

- Clubhouse Well Maintenance Work
- Improve pond capacity through mechanical (dredging), or other methods (suction)

On May 19th, the Golf Course Committee discussed both projects, and requested golf course staff to proceed with cost proposals for both projects. The committee will be meeting later in June to make formal recommendations to the Parks, Recreation and Forestry Commission possibly at the July meeting. Monies for these projects would come from the Golf Course Reserve Fund.

Update on Section 35 Conceptual Site Layout Plan - The tour of Section 35 that was scheduled for Saturday, April 25th was cancelled due to inclement weather. The tour has not been rescheduled at this time, but the Comprehensive Plan Steering Committee discussed future development of Section 35 at the meeting held on May 13th. While the steering committee did not specifically discuss the recommendations from the Parks, Recreation and Forestry Commission regarding park and open space facilities, the committee looked at some policy changes. The major change that occurred for Section 35 was to look at a 1:4 acre density for residential development with an expanded business park area. This would be a change from the 1:2 acre density that was incorporated in the previous conceptual site layout plans prepared by PDI. The increase in acre density was suggested due to the impact

on the school system. The grade schools in the area are at almost full capacity. The larger lots will impact the layout of the area with roads and the size and location of the pond. The new recommendation is for an increase of industrial on the western side and less residential on the eastern side.

Update on Paul Gihring Memorial - At the May 12th meeting, the Common Council approved the Parks, Recreation and Forestry Commission recommendation to name the trail within the Deer Creek Sanctuary in honor of Paul Gihring. The Commission received for review the proposed sign design to help recognize Paul's contributions to the City. The signs would be funded by donations, along with Parks Reserve monies. The department will install the signs, and incorporate the landscape planting bed. Commission members are welcome to make contributions to help fund this project. Mr. Schroeder will meet with Diane Gihring in the near future to review the sign wording. A date will be scheduled for later this summer for official dedication of the trail, and unveiling of the signs.

Suggestions to change the wording on sign to include "preserve and create trails and parks" and enlarge the sign if necessary.

Update on Malone Park Ball Diamond #3 Storage/Scorer's Building -The department has been approached by representatives of the NBAA with an offer to help fund the renovation of the storage/scorer's hut at diamond #3. The Heat, Magic and Lakers have joined together to help defray the costs to enlarge the building. Additional funds needed will be provided through the proceeds from the Malone Park Concession Stand. Consensus by the Commission to move forward and to present a proposal for review by the Commission at a future meeting.

Update on New Berlin Athletic Association - Commissioner Standish updated the Commission on the NBAA programs. There has been an increase in participation in all the sports due to the economy, parents are moving away from the more expensive private clubs. Also, in 2009, 25 families have requested waiving of the registration fees compared to 11 families in 2008.

DIRECTOR'S REPORT:

Seasonal Recreation Personnel Wage Range Schedule – Review and Approval –The Commission received for review and approval the proposed Wage Range Schedule for seasonal recreation division staff, along with a memo from Recreation Supervisor Jon Stolz summarizing staff's recommendations. The last time this wage schedule was modified was October 2002. The Federal minimum wage increase plays a factor and wages need to be increased to maintain staff. The impact on the budget will be \$2,000 to \$3,000 per year. The Seasonal Recreation Personnel Wage Range Schedule was developed using a regional comparison of Wisconsin Parks and Recreation Association municipalities. The Recreation Staff was congratulated for hiring a quality seasonal staff.

Motion by Commissioner Kocchi and seconded by Commission Wicichowski to approve the Seasonal Recreation Personnel Wage Range Schedule as presented by the Recreation Staff. Motion carries unanimously.

Parks, Recreation & Forestry Commission By-laws – Review and Approval to Modify By-laws to reflect Annual Appointment of Citizen Representative to Golf Course Committee - It has been past practice for the Chair of the Parks, Recreation and Forestry Commission to appoint both the Commission Representative, and a Citizen Representative on an annual basis. However, the by-laws did not reflect *appointment of the Citizen Representative*.

Motion by Commissioner Moore and seconded by Commissioner Thompson to approve the revision to the Parks, Recreation and Forestry Commission By-laws to reflect the Chair of the Parks, Recreation and Forestry Commission to appoint both the Commission Representative, and a Citizen Representative to the Golf Course Committee on an annual basis. Motion carried unanimously.

NEXT MEETING: July 13, 2009

ADJOURNMENT:

Motion by Commissioner Wichowski, seconded by Commissioner Della to adjourn at 7:17 p.m. Motion carried unanimously.

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

ART/cb