

NEW BERLIN PARKS, RECREATION & FORESTRY COMMISSION MEETING

Monday, September 22, 2008

***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 6:07 p.m. in the New Berlin Community Center.

Present: Commissioners; Bill Christel, Chuck Bedwell, Michelle Della, Paul Gihring, Rick Kocchi (arrived at 6:47 PM), Vern Radtke, Allison Thompson, and Council Representative Bill Moore.

Also Present: Carolyn Essewein and Jeff Rainwater of Planning & Design Institute (PDI); Director of Parks, Recreation and Forestry Mark Schroeder and Administrative Coordinator Cheryl Bowers.

Excused: Darrell Standish

**PUBLIC NOTICE:**

*This meeting was noticed on September 16, 2008 in accordance with Open Meetings law.*

**MINUTES:**

Motion by Commissioner Moore, seconded by Commissioner Bedwell to approve the minutes of the regular Parks, Recreation and Forestry Commission Meeting of July 14, 2008. Motion carried unanimously.

**CORRESPONDENCE:**

**BILLS AND FINANCIAL REPORTS:**

The Commission reviewed the July 2008 Expenditure Detail in the amount of \$51,445.41. They also reviewed the copies of the July Revenues and Expenditures. After a brief discussion, motion by Commissioner Moore, seconded by Commissioner Gihring to approve these financial documents. Motion carried unanimously.

The Commission reviewed the August 2008 Expenditure Detail in the amount of \$36,508.82. They also reviewed the copies of the August Revenues and Expenditures. Director Schroeder reported that both the Parks and Recreation Divisions have exceeded their revenue projections year to date compared to previous year and their expenses are on track. After a brief discussion, motion by Commissioner Della, seconded by Commissioner Radtke 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 – The Committee met on July 30<sup>th</sup> and August 6<sup>th</sup> to discuss the Park & Open Space Plan Information Meeting. UWM made the survey presentation before the Common Council on Tuesday, August 12<sup>th</sup>.

Golf Course Committee – The Committee met on September 8<sup>th</sup> regarding the Water Supply System Evaluation which will be discussed under Updates & Concerns.

**CHAIRMAN'S REPORT:** No Report

**PLAN COMMISSION MEMBER REPORT:** No Report

**UPDATES AND CONCERNS:**

**Update on New Berlin Hills Water Supply System Evaluation** – The Commission received a copy of the Irrigation System Supply Evaluation prepared for New Berlin Hills. To address the source of supply issue, Ruckert Mielke studied five different water supply options based on certain parameters such as capital costs, reliability, operation and maintenance costs, timeline to implement, and disruption to service. This report was presented to the Golf Committee on September 8<sup>th</sup>, with staff from City parks and water utility departments, as well as Crown Golf personnel in attendance. The conclusions, including cost estimates for the recommended improvements are found on pages I-2, I-3, and I-4. The consultant will be meeting one additional time with City and golf course staff before finalizing the plan report.

**DIRECTOR'S REPORT:**

**2009 Parks, Recreation & Forestry Budget** –The Commission received a copy of the 2009 Operating and CIP Budget Document along with budget summary. The Committee of the Whole began discussing department budgets on September 10<sup>th</sup>.

**Quarry Park – Review and Recommendation on option to extend Lease Agreement with Johnson Sand & Gravel, Inc.** - In 2007-2008, work on Quarry Park consisted mainly of site stabilization activities as well as construction and landscaping of the spillway/outlet structure, as well as the repair of washouts on the slopes of both the east and west lakes.

As in 2006 and 2007, Johnson Sand & Gravel is interested in leasing the buildings, in this case for another 2 years. Staff would again recommend the City look at exercising the option to extend the lease agreement with Johnson Sand & Gravel for an additional 2 year term through December 2010. This relationship will continue to be a win-win situation for both parties as Johnson Sand & Gravel would continue office and maintenance operations at the site, and the City would benefit from additional cash flow from the building rental in addition to maintaining a landlord to oversee the site, and assist the City with the continued site repair and restoration on an as needed basis.

The Commission received a copy of the Addendum to the Lease Agreement approved by the City last year. If the commission is in agreement on exercising the lease option, staff will work on the details of the lease extension with City Attorney Mark Blum for Common Council approval in early October.

Motion by Commission Radtke, seconded by Commissioner Bedwell to recommend to the Common Council to approve exercising the option to extend the Addendum to the Lease Agreement between the City of New Berlin and Johnson Sand & Gravel for Quarry Park for a two year term until December 31, 2010 with the inclusion that Johnson Sand & Gravel will assist the City with construction of the park trail system. Motion carried unanimously.

**Park & Open Space Plan Update – Public Information Meeting** – City staff sent letters to community organizations, and also placed an article in the City newsletter inviting residents to attend this informational meeting to “kick off “ the park plan update process. The Commission received a copy of the agenda that PDI and City staff developed to help guide the discussion. The Commission also received a copy of the July 2008 parks opinion survey report for reference. Carolyn Essewein and Jeff Rainwater of Planning & Design Institute (PDI) facilitated the public input process.

The park and open space plan is intended to provide a sound and workable plan to guide the acquisition of

lands and the development of facilities to meet the outdoor recreation needs of City residents, and to preserve wetlands, woodlands, stream corridors, and other natural resources within the City. Consistent implementation of this plan would, over time, provide an integrated system of park and open space sites within the City that would preserve important natural resource areas and provide New Berlin residents with opportunities to participate in a wide range of outdoor recreational activities.

The three main areas discussed were:

- Parks
  - Enhancements
  - Expansion
  - New parkland
- Recreation trails
- Conservancies and wetlands

After the presentation the public commented on the following:

General themes (no particular rank or order)

- Trail enhancement to connect to parks
- Youth Sports Complex
- Acquire additional parkland on the west side
- Acquire additional passive areas – conservancies
- Funding concerns

Input received at this meeting will be analyzed by PDI, and the Park Plan Committee. Update sessions will be held with the Parks, Recreation and Forestry Commission in the future.

**NEXT MEETING:** October 13, 2008.

**ADJOURNMENT:**

Motion by Commissioner Moore, seconded by Commissioner Kocchi to adjourn at 9:06 p.m. Motion carried unanimously.

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

ART/cb