

## NEW BERLIN PARKS, RECREATION & FORESTRY COMMISSION MEETING

Monday, August 9, 2010

***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, Bob Rafel, Darrell Standish, Geno Wicichowski, and Council Representative Bill Moore.

Also Present: Water Resource Division Engineer Nicole Hewitt; Director of Parks, Recreation and Forestry Mark Schroeder and Administrative Coordinator Cheryl Bowers.

Excused: Allison Thompson

### PUBLIC NOTICE:

*This meeting was noticed on August 5, 2010 in accordance with Open Meetings law.*

### MINUTES:

Motion by Commissioner Radtke, seconded by Commissioner Wicichowski to approve the minutes of the regular Parks, Recreation and Forestry Commission Meeting of June 14, 2010. Motion carried unanimously.

Motion by Commissioner Kocchi, seconded by Commissioner Standish to advance the agenda to the review and discussion on the Prospect Parkway/Underwood Creek Rehabilitation Project Phase 2 – Review & Discussion, under the Director's Report, to accommodate the visitors present. Motion carried unanimously.

### DIRECTOR'S REPORT:

**Prospect Parkway/Underwood Creek Rehabilitation Project Phase 2 – Review & Discussion** -To help address the current flooding problems in the Underwood Creek (NE New Berlin) area, the engineering department and consulting engineers have been working for the last few years on plans to improve water quantity reductions as well as water quality benefits.

Nicole Hewitt, Water Resource Division Engineer reported to the Commission on the Prospect Parkway portion of this flood abatement project. In early July, work began with the clearing of trees along the eastern portion of the parkway. Many residents of the area were very upset with the amount of trees that were removed from the parkway. A neighborhood meeting was held by the City on July 29<sup>th</sup>. Some of the general comments/themes from the meeting related to the parkway include; the public's desire to eliminate the asphalt trail system, their desire to see less removal of trees from the western portion of the parkway, and greater reforestation of the parkway in all areas where trees have been or are planned to be removed.

The contractor is currently working on stabilization on the banks with rip rap. A few trees on the east side were saved but the majority of the trees that were removed in the area were Box Elders, Buckthorn, Ash and Elm. City Forester Paul Fliss marked the high quality trees that were worth saving. Paul marked Black Walnut, Cherry, and Maple on the west end of the project that are worth saving. The trees on the southwest side of the Parkway, along the roadway will remain as one of the tree preservation zones. On the northwest side, some of the trees will be removed to stabilize the banks. The grading on the west end has been modified to keep some additional existing trees. After the grading, the areas within the basin will be planted with native grasses and prairie plantings. A pathway

will extend along Prospect Pathway on the northwest side along to the northeast side to the south east portion of the Parkway. Nicole will investigate if the pathway will be able to extend on the south western side or if the only way to extend the pathway would be to remove additional trees. The Parks, Recreation and Forestry Commission does not want trees removed to construct the pathways. Parks & Forestry Staff will be working with the engineering department on the reforestation plan for the parkway.

It was the consensus of the Commission to accept the plan, tree and prairie plantings, and pathway as presented. It is under the spirit of cooperation for the parkway to be used for the purposes of water storage/floodway abatement, and to see the pathway, landscaping and trees installed for the benefit of the community.

Nicole will update the Commission at the September meeting with a project update, as well as a proposal for a pathway on the south west side of the parkway.

**CORRESPONDENCE:**

Communication from the New Berlin Landmarks Commission regarding Re-dedication ceremony for the German Evangelical Protestant Church Pioneer Cemetery. The Landmarks Commission invited the Parks, Recreation and Forestry Commission and the public to attend the Rededication ceremony on August 28, 2010 from 1:00 PM to 3:00 PM located at 4041 South Racine Avenue. The cemetery has been abandoned and neglected for many years and now has been revitalized. The ceremony will honor the history of the German Evangelical Protestant Church.

**BILLS AND FINANCIAL REPORTS:**

The Commission reviewed the June 2010 Expenditure Detail in the amount of \$21,732.27. They also reviewed the copies of the June Revenues and Expenditures. After a brief discussion, motion by Commissioner Kocchi, seconded by Commissioner Moore to approve these financial documents. Motion carried unanimously.

The Commission reviewed the July 2010 Expenditure Detail in the amount of \$36,133.74. They also reviewed the copies of the July Revenues and Expenditures. After a brief discussion, motion by Commissioner Standish, 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 – No Report

Golf Course Committee – No Report

**CHAIRMAN/PLAN COMMISSION REPORT:**

Chairman Christel reported a taskforce for the City Center is being created to plan the development and review the history of the City Center.

**UPDATES AND CONCERNS:**

**Update on Park & Open Space Plan** - The department was notified in June that the submitted Park & Open Space Plan document contained the necessary outdoor parks and recreation planning elements for local implementation and grant eligibility. The City is now eligible to apply for WDNR grants through December 31, 2015.

**Update on WDNR Stewardship Fund Grant Applications for Quarry Park Phase 1 Development & Calhoun Park Bridge & Trail Project** - In April, the Common Council approved resolutions supporting the grant applications, and the commitment of local matching funds to complete these projects. The grant application materials were submitted to the WDNR by the May 3<sup>rd</sup> deadline. Final project rankings should be completed by WDNR staff sometime in August. The Commission will be given an update on the status at the September meeting.

Alderman Ken Harenda has asked department staff to schedule a meeting with area residents to tour the Quarry Park site, and discuss the proposed improvements that would be included in Phase I Development Project should the city be selected for a WDNR Stewardship Fund Grant. Parks, Recreation and Forestry Commissioners are encouraged to attend one or both of the site meetings which will be held on Wednesday, August 18<sup>th</sup> from 1:00 – 2:30 p.m., and 5:30 – 7:00 p.m.

**Update on Calhoun Park & Valley View Park Playground Improvement Projects** - At the May 25<sup>th</sup> meeting, the Common Council awarded contracts to Gerber Leisure Products and Miller & Associates for playground equipment projects at Calhoun Park North and Valley View Park East respectively. The equipment was ordered in mid-June, with the Calhoun Park equipment delivered on July 22<sup>nd</sup>. The existing equipment was removed the week of July 26<sup>th</sup>, with installation of the new equipment anticipated by August 13<sup>th</sup>. The Valley View Park equipment is scheduled to be delivered in mid-August, with installation scheduled for September.

**Update on New Berlin Hills Water Supply & Irrigation System Improvements** - At the April meeting, the Parks, Recreation & Forestry Commission approved the Golf Course Committee's recommendation to contract with TJ Emmerich Associates, Inc., to provide irrigation consulting services to complete a Master Irrigation Plan & GPS Mapping of the New Berlin Hills Golf Course.

The GPS data collection and base map of the golf course have been completed. With this data, record drawings were completed for the existing irrigation system. The consultant is now working on the second phase under this contract which consists of preparing the Master Irrigation Plan. Monies have been included in the 2011 CIP Budget for Phase 2 of the Water System Project which would include the design and construction of a new well house/irrigation pumping station and updated control system.

**Update on Malone Park Tennis & Basketball Court Reconstruction Project** - Monies were approved in the 2010 CIP Budget (\$250,000) for reconstruction of the tennis and basketball courts at Malone Park. At the June 22<sup>nd</sup> meeting, the Common Council approved the Parks, Recreation and Forestry Commission recommendation to award the contract to Payne & Dolan, Inc. in the amount of \$234,495, which includes materials and labor for demolition, grading, fence installation, construction of stone base and asphalt pavement for (four) 4 tennis & two (2) basketball courts, connecting pathways, site restoration and landscaping.

The Pre-Construction Meeting was held on August 9<sup>th</sup>, with construction tentatively scheduled to start on August 16<sup>th</sup>. Project completion is anticipated in late September or early October.

**Update on Malone Park Splashpad Project** - At the June 14<sup>th</sup> Parks, Recreation & Forestry Commission Meeting, a recommendation was made to proceed with the planning process for the future development of a Splashpad facility at Malone Park, and to partner with the New Berlin Junior Woman's Club (NBJWC) and the community to fundraise for the design and construction of this facility.

The New Berlin Junior Woman's Club kicked off the fundraising campaign at the New Berlin 4<sup>th</sup> of July Festival. Information was available to the public at both the Min-Parade and the check-in tent for the National Avenue Dash. On August 3<sup>rd</sup>, department staff and members of the NBJWC toured the recently completed Splashpad

facilities in West Bend and Jackson to gather information. The NBJWC is currently creating a special committee to spearhead the fundraising efforts.

The Parks, Recreation & Forestry Commission included a Splashpad in the recently adopted Park & Open Space Plan as a Short Term Action (1-5 years), with the recommendation to research, plan for, and explore a public/private partnership to help make this project a reality. Monies were also identified in the city Capital Improvements Plan (2010-2014) for the Year 2012 for future review and consideration. The 2011 CIP Budget Document includes a request for professional consulting services to fund the design plans and construction documents.

**DIRECTOR'S REPORT:**

**2011 Parks, Recreation & Forestry Department Operating & Capital Budgets** – The Commissioners received a copy of the 2011 Operating and CIP Budget Document along with budget summary. Staff is in the process of reviewing the budget with the Mayor, with the 2011 Executive Budget/CIP to be sent to the aldermen later this month. Operation Budget Summary proposed a 3.2% increase in 2011 over 2010 however; an adjustment in the Health Insurance Account reduced the proposal to a 2.8% increase. The CIP Budget proposal includes nine (9) items as follows; replacement of the failing holding tank at Calhoun Park, Malone Park Splashpad planning & design, Malone Park East Ball Diamonds, New Berlin Hills Golf Course - Water System Phase II, Parks Equipment Upgrades, Roof Replacements in the Park System, Quarry Park (WDNR matching grant), Valley View Park Tennis Courts, and Youth Sports Complex Land Acquisition.

**NEXT MEETING:** September 13, 2010.

**ADJOURNMENT:**

Motion by Commissioner Kocchi, seconded by Commissioner Wichowski to adjourn at 8:22 p.m. Motion carried unanimously.

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

ART/cb