

NEW BERLIN PARKS AND RECREATION COMMISSION MEETING

Monday, November 18, 2002

The regular meeting of the Parks and Recreation Commission was called to order by Vice-Chairman Paul Gihring at 7:02 p.m. at New Berlin City Hall Council Chambers.

Present: Commissioners; Chuck Bedwell, Nancy Duff, Paul Gihring, James Gradel, Larry Kilmer, Rick Kocchi, Vern Radtke, and Council Representative Paul Gallagher.

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

Excused: Chairman Bill Christel

MINUTES:

Motion by Commissioner Duff to approve the minutes of the regular Parks and Recreation Commission Meeting of October 21, 2002. Seconded by Commissioner Gradel and carried unanimously.

Consensus of the Commissioners to move to the discussion on the 2003 Greens Fees under the Director's Report and the Golf Course Committee under the Committee Reports to accommodate the visitors present.

DIRECTOR'S REPORT:

New Berlin Hills Golf Course Review and Recommendation on 2003 Greens Fees – New Berlin Hills General Manager John Rader and the Commission reviewed the market analysis and Greens Fees for 2003 as were presented and approved by the Golf Course Committee at their meeting on November 13, 2002.

The Greens Fees is the lowest increase proposal due to the poor economy. The New Berlin resident rate will increase \$.25 and the nonresident rate will increase \$.50. These low rate increases will keep both the residents and nonresidents happy and will create an affordable golf outing with returning customers.

Motion by Commissioner Bedwell to recommend to Council the 2003 Greens Fees for New Berlin Hills Golf Course as recommended by the Golf Course Committee. Seconded by Commissioner Radtke and carried unanimously.

COMMITTEE REPORTS:

Golf Course Committee – Meeting November 13, 2002. Mark Schroeder reported along with the 2003 Greens Fees, the Committee discussed 2003 maintenance on the sand traps. The Streambank Stabilization Project design is at 75% complete and Chapter 30 permit application is nearly completed. Grants will be applied for to assist with the funding. Monies are included in the 2003 Stormwater Utility CIP Budget.

The Golf Course Committee has proposed placing new sign markers at each hole which will be paid for by advertisers. The advertising firm will solicit the ads and create the signs.

John Rader reported New Berlin Hills will promote discount cards for repeat play. A customer that plays four (4) eighteen rounds of golf will get one (1) eighteen round free.

The clubhouse is open for Friday Fish Fries, and is available for reservations for parties and banquets. The word is getting out and the bookings have increased each year.

CORRESPONDENCE:

AAT Communications would like to present a proposal to locate a cellular tower facility at ProHealth Care Park. A possible cellular tower moratorium may be placed in effect by the Common Council in the near future, however Mark Schroeder was unsure where AAT

Communication was in the application process.

BILLS AND FINANCIAL REPORTS:

The Commission reviewed the October 2002 Expenditure Detail in the amount of \$56,977.26. They also reviewed the copies of the October Revenues and Expenditures. After a brief discussion, motion by Commissioner Gradel to approve these financial documents. Seconded by Commissioner Kilmer and carried unanimously.

COMMITTEE REPORTS:

Council Representative – No Report

Recreation Program Committee – No Report

Parks and Facilities Committee – No Report

Planning Committee – No Report

CHAIRMAN'S REPORT: No Report

PLAN COMMISSION MEMBER REPORT: No Report

UPDATES AND CONCERNS:

Update on ProHealth Park – City Staff and Bonestroo are working with the DNR to define the nature-based elements that will be funded by the awarded 100,000 grant. Bonestroo's latest figure was just less than \$300,000 for the Phase I development. The DNR would rather have a boardwalk constructed to cross the wetlands instead of bridges or the culvert pipe and have the trails pushed further away from the wetlands for a less disturbed habitat for the wildlife. The final design plans for Phase I Development plan will be presented to the Commission at a future meeting.

Update on National Avenue Phase I Landscaping Project – Bluemels started the tree planting on November 12th. David Jeske, Parks and Forestry Supervisor and Mark Schroeder both were pleased with the process and the tree stock is of a good quality. The trees are now being installed near the intersection of Moorland Road and National Avenue in which the utilities have been a great challenge. The Common Council has approved the 2003 Urban Forestry Grant application which will be the funding source for Phase II of the project.

DIRECTOR'S REPORT:

Park and Open Space Plan – A work session has been scheduled with SEWRPC and the Common Council to identify concerns and make the necessary modifications to the plan. The work session is scheduled for Monday, December 16th, from 5 – 7 PM, preceding the regular Commission business meeting. Each Commission member was asked to prepare their top ten lists of the most important items related to the Park and Open Space Plan.

2003 Parks, Recreation and Forestry Budget – Mark Schroeder reported that the 2003 Budget process has been a big challenge to the City due to the poor economy. Some of the items eliminated from the budget were; the Forestry position (try again in 2004 Budget), 4x4 truck, Hickory Grove parking lot paving (Streets Department patched), landscaping National Avenue, lawnmower, Gatewood Park play equipment, Regal Park shelter, Malone Park paving, Hickory Grove roof replacement (may use window replacement funds in CIP to replace roof). The 2003 department approved budget is less than the 2002 budget.

2003 Picnic Fees Review and Approval of 2003 Fees – Cheryl Bowers reviewed the 2003 proposal with the Commission. In 2001, an extensive comparison of the surrounding municipalities and the rates they charge to rent their picnic shelters was conducted. With the exception of Pewaukee raising their refundable deposit fee, the other municipalities had not increased their fee since the survey in 1999. Effective January 1, 2002, the picnic fees were raised 5% from the previous year. The department has made it a practice to review these rates every two years. Therefore it was staff's recommendation to leave the picnic rates for the 2003 season at the current rates and to complete the rate comparison in 2003 for discussion regarding the 2004 rates. The current picnic policies did not reflect any changes with the exception of the change of mailing permits to customers for their convenience.

Motion by Commissioner Kocchi to approve the 2003 picnic rates with no increase from 2002 and policies as presented. Seconded by Commissioner Duff and carried unanimously.

Parks, Recreation and Forestry Department Organizational Profile - Mark Schroeder made a presentation to the Commission to inform them of the new responsibilities in the Forestry Division. Some new challenges will be reflected in the tree inventory, creating a tree ordinance, development of a Management Planting Plans and Specs., National Avenue tree planting program, maintenance and care of all City owned trees, and submitting funding grants to appropriate funding sources.

The Park Staff will have additional training in chain saw safety and the Recreation Staff has offered the public seminars on the Gypsy Moths and Tree Pruning. The Department will continue to work with Community Development and the Streets Division since each will play a key role in the Management Plan.

The trees on Greenfield Avenue and National Avenue have been planted. Additional staff will be requested in the 2004 Budget to help with the Forestry duties and will be trained in horticulture to help in controlling disease and insect infestations. The City is applying for "Tree City USA" status which will require a Tree Board or Department (possibly a subcommittee of the Parks & Recreation Commission) and Arbor Day proclamation.

NEW BUSINESS: None

NEXT MEETING: December 16, 2002

ADJOURNMENT:

Motion by Commissioner Duff to adjourn at 8:16 p.m. Seconded by Commissioner Kocchi and carried unanimously.

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

ND/cb