

PARKS, RECREATION & FORESTRY BOARD MEETING
Monday, September 16, 2013

1. Call to order by Beth Arneberg at 6:00 p.m.
Roll Call: Members Present: Audrey Stowell, Dale Berg, Beth Arneberg, Carmen Muenich and Rob Kiefer. Absent: Curt Stepanek and Heidi Hoekstra.
Staff present: Dick Hebert and Tom Eisenhauer.
2. Approval of August 13, 2013, Minutes: **Motion by Dale Berg, seconded by Carmen Muenich, to approve the August 13, 2013, minutes. Motion carried.**
3. Personal Appearances By Citizens. None.
4. Discuss / Consider Special Event Applications:
 - a. Fall Frolic Run, Flag Hill - September 21, 2013. This is a fundraiser for the McDonnell Cross Country team. They are expecting anywhere from 30-100 participants. They use the Flag Hill shelter and are gone by noon. They use the trails not the roads for the run. Discussion of waiving the reservation fee, as this group helps maintain the trails by clearing brush, helping with mulch, etc. **Motion by Dale Berg to approve the special event application for the Fall Frolic Run, waiving the reservation fee, but supplying proof of liability insurance, provided the group continue to assist with the maintenance of the trails. Seconded by Rob Kiefer. Motion carried.**

Heidi arrives at this time.

5. Discuss/Consider.
 - a. CBS Squared, Inc. Zoo Design Presentation. Bob Sworski gives presentation of the final design of the welcome center and exhibits, including a cost estimate of \$2,339,830.70. Dick will have the cost information broken down between the Welcome Center, Aviary, and Small Mammal Exhibits, so he will have those figures if needed. **Motion by Carmen Muenich, seconded by Dale Berg, to approve the plans for the welcome center and exhibits as presented. Motion carried.**
 - b. 2014 Department Budget. Dick distributes and discusses the 2014 operating budget. Some expenses have been moved to different accounts. There is a reduction in revenue and expenses due to volleyball and soccer, and increases in internet access and training. Equipment expense includes two gators. Discussion that outlay budget should include new playground equipment. Possible sale of neighborhood park land will be listed on next month's agenda.
 - c. Director Report. Dick indicates that the Thorpe Endowment Fund will be discussed at the October Board meeting. Asbestos removal has been start on the bathrooms. Dick reports that there is a UW student who will be preparing an artifact inventory for us.
 - d. Recreation Report. Tom Eisenhauer reports that soccer numbers are good in U6 thru U10. Also, he's been working on the 2nd Walk / Run.

- e. Parks Report. Staff is winterizing pool, fountain, and what they can at Casper. We had two big volunteer days: the Leinie's Work Day and the United Way Day of Giving. Trails were worked on and the petting zoo area was cleaned in addition to other items.
6. Approve Claims. **Motion by Beth Arneberg, seconded by Heidi Hoekstra, to approve claims of \$54,488.45. Motion passed.**
7. Board Member comments or concerns. Heidi commented that she likes it when Dick provides updates by e-mail in between meetings. Dick comments we should consider replacing the walking bridge across the ravine by Kell's Corner in the future. Dale would like to see the playground equipment moved.
8. Adjournment. **Motion by Carmen Muenich, seconded by Heidi Hoekstra, to adjourn at 7:38. Motion passed.**

Submitted by:

Audrey Stowell, Secretary