

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, June 12, 2012
6:00 p.m.

1. Call to order by Curt Stepanek at 6:00 p.m. Meeting location is the Activities Building.

Roll Call: Members Present: Curt Stepanek, Jane Lardahl, Dale Berg, Audrey Stowell, and Carmen Muenich. Absent: Heidi Hoekstra and Beth Arneberg.

Staff present: Dick Hebert, Megan Robarge and Jennifer London

2. Approval of May 8, 2012, and May 21, 2012, Minutes: **Motion by Dale Berg, seconded by Curt Stepanek, all present voting aye, to approve minutes of May 8, 2012, and May 21, 2012, minutes.**

3. Personal Appearances By Citizens. Jerry & Judy Wing submitted a petition signed by individuals requesting one-way traffic in the park. Dick indicated that the Board discussed this in May as part of the zoo renovation discussion. Currently, the Bear Den Road is closed during the week to traffic, and open to one-way traffic on the weekend.

Heidi Hoekstra and Beth Arneberg arrive.

Dick discussed an option would be to make the main loop from the zoo up to the the elk and then back down by the duck pond one-way traffic. The individuals that spoken in support of the petition indicated they would like to have one-way traffic because of the narrow roads, more traffic and more people walking. Dick stated that there is a blind spot behind the duck pond area. Dick indicates that this is not on the agenda, so no decision will be made tonight.

4. Election of Officers.

- a. President. **Motion by Carmen Muenich, seconded by Beth Arneberg, to nominate and cast unanimous ballot for Curt Stepanek as president, all present voting aye.**
- b. Vice President. **Motion by Curt Stepanek, seconded by Dale Berg, to nominate and cast unanimous ballot for Beth Arneberg as vice president, all present voting aye.**
- c. Secretary. **Motion by Dale Berg, seconded by Heidi Hoekstra, to nominate and cast unanimous ballot for Audrey Stowell as secretary, all present voting aye.**

5. Discuss / Consider Special Event Applications:

- a. The Past Passed Here – 05/08 to 05/12/13. Denny and Marian Brown are present for the application. They reserve the park from 05/03/13 to 05/13/13, but the event is open to the public from 05/08/13 to 05/12/13. They pay the application fee and carry insurance. **Motion by Dale Berg, seconded by Curt Stepanek, all present voting aye, to approve application as presented.**

- b. Stroll in the Park for Epilepsy – 05/11/13. This will be put on the July agenda.
6. Discuss / Consider:
- a. CBS Squared, Inc. Tour Zoo Facilities. Bryant Christenson guides a tour among the zoo buildings and discusses condition of each building. Cost of design work with new building and again with salvaged building will be prepared.
 - b. Bear and Cat Exhibit Windows. Dick reviews letter by Bob Sworski. Dick proposes changing focus to solutions to fix the windows and dealing with negligence issues later. **Motion by Curt Stepanek, seconded by Carmen Muenich, all present voting aye, to discuss solutions with involved parties and proceed to resolution to get replaced.**
 - c. Director Report. Dick reports Rutledge Charities has given a \$10,000 donation for use in Irvine Park. He would propose that be used for maintenance of Main Pavilion, which needs to be sandblasted and tucked. They also discussed the Herbert Street property acquisition. The transmission has failed in the pool pump. The cost of replacing the transmission was similar to getting a new pump, so the pump will be replaced. Carmen asks about warranty of the new pump, and Dick will find out about that.
 - d. Recreation Report. Megan Robarge reports the outdoor pool opened last weekend, and attendance was great. Swimming lessons, tennis lessons and other activities started this week. In terms of marketing, she has now set up a Twitter and Facebook account.
 - e. Parks Report. Dick reports that Casper is very busy with high school baseball and softball games. When mowing slows down, staff will start doing various projects.
 - f. Zoo Report. Jennifer London reports a baby bison was born last week and three baby peacocks.
7. Approve Claims. **Motion by Carmen Muenich, seconded by Heidi Hoekstra, all present voting aye, to approve claims of \$50,973.10.**
8. Board Member comments or concerns. Carmen asks if time necessary to mow neighborhood lawns is being documented. Dick confirms it is. Jane inquired about whether the Friends of the Zoo group is looking for new members as she knows someone that is interested. Dick also reports that the secretarial job is posted through Job Service.
9. Adjournment at 8:40pm. **Motion by Carmen Muenich, seconded by Heidi Hoekstra, all present voting aye, to adjourn.**

Submitted by:

Audrey Stowell, Secretary