

PARKS, RECREATION & FORESTRY BOARD MEETING  
Tuesday, November 13, 2012

1. Call to order by Curt Stepanek at 6:01 p.m.

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

Staff present: Dick Hebert and Megan Robarge.

2. Approval of October 8, 2012, Minutes: Dick proposed amending the minutes to be more specific with regard to the Park Board Member Comments. Discussion.  
**Motion by Carmen Muenich, seconded by Jane Lardahl, all present voting aye, to approve the October 8, 2012, minutes with amendment of the following to be included in the Board Member Comments or Concerns: Board member asked if any action had been taken concerning the north end of the park. This is in reference to the May 8, 2012, motion that the north end of the park be kept as a natural setting.**

Dick reports that Attorney Ferg has recommended this be placed before Committee 2 for review, consideration and recommendation to the City Common Council. Dick will ask that it be placed on their January agenda.

3. Personal Appearances By Citizens. None.

4. Discuss / Consider Special Event Applications: None.

5. Discuss / Consider:

- a. Kell's Corner Improvements presentation by Assistant City Engineer, Rob Krejci. Rob Krejci presented aerial photo with proposed drawings for the project. He indicated that this proposal comes from reviewing the previous plan and concerns. There is a significant erosion problem in this area. The plan corrects this with a small berm and includes a culvert. Rob discussed having a demonstration area that could be used in a storm water management walk or other educational program that would satisfy their DNR requirements. Also discussed including a rain garden. There would be some annual but minimal maintenance cost involved – felt we should be able to get volunteers to establish the garden. The existing roadway would be moved but not as far as proposed previously. Discussion regarding the viewing and parking areas. Slanted parking has been used for the viewing area, which would be intended for limited time use. He suggests using concrete parking bumpers at the end. His cost estimate is \$46,144.50. He believes a lot of it could be done with in-house labor, although rental of a bulldozer may be necessary. If it's a soft winter, he thought perhaps all of the trimming, clearing & grubbing could be done. Suggestion made to keep the larger rocks exposed when clearing for decoration or in place of concrete parking bumpers. **Motion by Dale Berg to approve the engineering plans for the Kell's Corner Improvements as presented by Rob Krejci. Discussion regarding trails. Motion seconded by Curt Stepanek, all present voting aye.**

- b. Presentation of proposed Riverfront Park by Vision 2020. Michelle Farrow gives presentation on the research she is doing through Vision 2020 for the riverfront park area. She passes and discusses a survey and encourages everyone to complete or go online to complete. She feels this builds on the survey done by the City a few years back. She wants to educate and invite people into the planning process, coming up with a purpose statement and possible names. This area is in a floodplain, so what can be done is limited.
- c. Music in the Park Update by Steve Szydel. Steve presents concerning the Music in the Park that is held on Sunday afternoons from 1 – 3. He indicates that it went over very well last year with 40+ in attendance at each event. Because of budget restraints, there is no City funds allocated and he relies upon sponsorships by local business to pay for the performers. He feels there may be more funding available if he were connected with a non-profit group. There were suggestions from board members that he contact the Chamber of Commerce and/or Community Foundation. Park Board is supportive of this program, and there is no action taken.
- d. Department 2013-2017 Outdoor Parks & Recreation Plan. Dick distributes the current plan, which is put done with the West Central Wisconsin Regional Planning Commission. Dick would like input from the Park Board during the planning process. Beth and Heidi are willing to be involved in this process. Dick indicates that the pages we should review and focus on are pp. 14-19, 30, and 39-53. The Plan is required to be eligible for various grants. **Motion by Audrey Stowell, seconded by Heidi Hoekstra, all present voting aye, to approve the Scope of Work proposal for the City of Chippewa Falls Outdoor Parks & Recreation Plan Update, with payment of \$5,400 coming from general Irvine Park Donation Fund.**
- e. CBS Squared, Inc. design. No report.
- f. Department 2013 Budget. Dick proposes converting the Interactive Fountain into a pass-thru system. He estimates that this would save us approximately \$1,900 annually in chemicals, filters and water. It would also save staff time, which is not included in this savings projection. Dick does need to contact the DNR for approval of where the water would go. Discussion regarding that there is a watering system for the grass in that area, so possibly it could be collected and then used for that purpose. Northwestern Bank and Mason Shoe (the original donors of the fountain) will each contribute \$10,000 toward the cost of the conversion. Dick indicates there was a splash pad session at the conference he recently attended. Many are motion-sensored rather than being on a timer as ours is. He will find out if that is an option.

He has listed the following capital improvements:

- 1) Repairing Marshall tennis courts - \$13,000.00
- 2) New Bathrooms in lower end of Irvine Park - \$180,000; he will add new bathrooms at Flag Hill area.
- 3) Repair of Outdoor Pool Bathhouse –
  - a) Install new roof - \$60,000
  - b) Install new roof & remodel existing facility - \$200,000
  - c) Build new facility - \$400,000

4) Playground Equipment – both at Main Pavilion & South Avenue

Dick indicated that Fahrner gave the following quotes for other pavement maintenance as well:

- a) Buchanan basketball courts - \$7,900
  - b) Buchanan tennis courts - \$37,766.50
  - c) Buchanan tennis court green space - \$10,885
  - d) Marshall Park Skate Park - \$8,560
  - e) Marshall Park Basketball Court - \$1,600
- g. Bear and Cat Exhibit Windows. Discussion regarding the delamination of the windows. Dick will proceed with getting the problem fixed by experimenting with one window.
- h. Personnel Report. Dick reports that Terry Johnson is retiring as of December 17. Another employee is having knee surgery and will be out for six weeks starting in December. Discussion regarding Terry's position and whether we'd like to make any changes to the position at this time; specifically, do we want this to continue being a working foreman position and whether it should be a union position. Carmen suggests looking at all maintenance staff positions. An additional meeting will be held to discuss the structure of the maintenance staff positions on November 29 at 6:00 p.m. Dick will compile a list of the staff, their job descriptions, pay rates, titles, and how their descriptions differ from their current responsibilities.
- i. Director Report. Charles Dumars generously listed Irvine Park & Casper Park as beneficiaries in his Will. More information will be provided as known. Dick has been contacted by the police concerning vehicle break-ins at the north end parking lot. Windows are being broken to get to purses, etc. left in vehicles. Discussion regarding putting up signage to remind users of the lot to lock their vehicles and put valuables in the trunk.
- j. Recreation Report. Megan reports that swimming lessons have ended; adult rec leagues are in full swing. The spring brochures are completed. Gymnastics had to be cancelled due to lack of instructors. Discussed donation boxes and relocating one to be in close proximity to the activity building for Christmas Village.
- k. Parks Report. No report.
- l. Zoo Report. No report.
6. Approve Claims. **Motion by Heidi Hoekstra, seconded by Carmen Muenich, all present voting aye, to approve claims of \$38,263.41.**
7. Board Member comments or concerns. None.
8. Adjournment. **Motion by Heidi Hoekstra, seconded by Beth Arneberg, all present voting aye, to adjourn at 8:51 p.m.**

Submitted by:  
Audrey Stowell, Secretary