

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, June 10, 2008
6:00 p.m.

- 1) Call to order by President Curt Stepanek.
- 2) Roll Call: Members Present: Curt Stepanek, Lisa Bjork, Audrey Stowell, Dale Berg, Carmen Muenich, and Dennis Doughty.
Staff present: Dick Hebert, Bill Faherty, and Chuck Cyr.
- 3) Approval of May 13, 2008, Minutes: **Motion by Dennis Doughty, seconded by Curt Stepanek, all present voting aye, to approve minutes of the May 13, 2008, meeting.**
- 4) Personal Appearances: None.
- 5) Election of Officers: President, Vice President, and Secretary. Members were mailed copies of an overview of the duties and responsibilities of the Park Board, officers, and members. Curt Stepanek questions the necessity of a vice president, as there is no listing of duties and responsibilities for such a position, and the secretary has the responsibility of running the meeting in the absence of the President. Brief discussion follows and there was consensus that there should be an addendum to the manual showing that the Vice President has the same responsibilities and duties of the President in the President's absence.

Curt Stepanek opened the floor for nominations for President. Dale Berg nominated Curt Stepanek, Carmen Muenich seconded, nominations closed. Curt accepts the nomination contingent upon his being reappointed to the Park Board by the Mayor.

Curt Stepanek opened the floor for nominations for Vice President. Curt Stepanek nominated Lisa Bjork, Carmen Muenich seconded, nominations closed. Lisa accepts the nomination.

Curt Stepanek opened the floor for nominations for Secretary. Dale Berg nominated Audrey Stowell, Lisa Bjork seconded, nominations closed. Audrey Stowell accepts the nomination.
- 6) Discuss / Consider moving Parks & Rec office from 21 E. Grand. Committee 4 will be discussing this issue in the future.
- 7) Discuss / Consider 2008 budget adjustments. Bill Faherty met with Committee 1 to review the overages that have occurred already. These are the water main at Flag Hill was \$6,000 and \$1,600 for lights and ballasts at the tennis court at Marshall Park. Both of these were approved out of the general fund. Bill indicated that the forestry budget is likely going to be over this year as well. It was over last year by \$6,000-\$7,000.
- 8) Discuss / Consider New Pool Codes for Outdoor Pool & Irvine Fountain. The state inspector was contacted and has been working with us with regard to how to get the fountain working. An attendant is not going to be necessary, but a gate that automatically shuts will be installed. A first aid kit is needed as well as an emergency

phone. Bill has contacted the phone company, and a line will be installed to the building by the fountain. This will not be an actual line but a direct link to the 9-1-1 system. If an emergency occurs and help is needed, you can push a button and the address will be registered. SBC will also do this on a seasonal basis, which will cost less. The same system will be at the Outdoor Pool but the existing phone line will be used. Additional new codes include new signage as well as higher chlorine levels and a better testing. Because a new test kit needed to be purchased, one was purchased that also measured stabilizer. Dick Hebert reports that this has been very helpful, and they have discovered that they were not using nearly as much stabilizer as they should have been, and they are using less chlorine than they used to.

The hours of the fountain were also discussed. The fountain will continue to operate from 10:00 a.m. to 8:00 p.m. Chuck Cyr will check out the cost of electricity for running the fountain for an hour to assist us in determining whether we want to modify the hours of operation.

- 9) Discuss / Consider Donation Funds Report. The donation report was distributed. Bill indicates that the auditors have indicated to him that there is \$122,876 in Fund 10. Bill has allocated this amount amongst the various 21 accounts. We have already committed \$45,000 to Themescapes to complete everything but the netting. Because of the increase in the price of steel, the netting cost has increased to \$32,400. Bill reports that the cost to finish the bobcats is currently \$120,000. **Motion by Carmen Muenich, seconded by Curt Stepanek, to proceed with obtaining the netting for the cougar exhibit and authorizes the transfer of funding of \$32,400 from the Irvine Park Zoo fund.**

Dale Berg left at this time.

- 10) Discuss / Consider Recreation Program Report. Dick Hebert reports that the pool opened this Saturday. Soccer is now over. Casper had been very busy with high school activities, but those have now been completed. Most summer youth programs begin next Monday.
- 11) Discuss / Consider Personnel Report. Bill Faherty indicates that Chuck has been approved as the working foreman. Bill also indicates that all of the seasonal staff is here. There are 2 students from Stevens Point working in the Zoo area. There are 2½ staff working in the parks, and 3 seasons working at Casper with Terry Johnson.
- 12) Discuss / Consider Friends of Irvine Park Zoo Report. There is no report, although the Board is very thankful for the Friends' efforts and the \$85,000 presented to the City council.
- 13) Discuss / Consider Parks Maintenance Report. Bill reports that the neighborhood parks are in need of some work. The mowing has been done by the streets dept., which has been working out well. However, our staff needs to check each playground for maintenance issues. There is also some trimming that needs to be done. This will also allow our staff to monitor what parks are being used and what equipment could possibly be moved to another park that is being used more.

The road behind the zoo is now open, which is working well.

There have been lots of issues with the bathrooms. One is that the park has been extremely busy, and they are just being used a lot. Another is that socks & t-shirts have been found shoved in them.

Babies born include a buffalo, fawns, ostrich, monkey & porcupine.

- 14) Discuss / Consider Neighborhood Playground at McBean Park. Bill met with the neighborhood at McBean Park. Bill indicates that it does need some work, and the neighborhood there has offered to help clean it up. First of all, Bill indicates the pine trees need to be removed. This will cost \$2,500-\$3,000. Also, the wood play features will be removed, as some of the wood is rotten. There is playground equipment in storage now that can be moved to that park. This includes a spring toy, a digger, and a swing set. **Motion by Curt Stepanek, seconded by Dennis Doughty, to proceed with the upgrade of the park equipment and removal of the pine trees.**
- 15) Board Member comments or concerns. Curt asks about the potluck picnic. This will be after next month's meeting at the office in Irvine Park. Carmen Muenich asks about the line item in claims to the City Treasurer. Bill indicates this is the vehicle fuel cost for the department paid to the City.
- 16) Approve Claims. **Motion by Curt Stepanek, seconded by Lisa Bjork, all present voting aye, to approve claims of \$53,597.75.**
- 17) Adjournment. **Motion by Curt Stepanek, seconded by Lisa Bjork, all present voting aye, to adjourn.**

Submitted by:

Audrey Stowell, Secretary