

PARKS, RECREATION & FORESTRY BOARD MEETING

Tuesday, July 14, 2009

6:00 p.m.

- 1) Call to order by President Curt Stepanek.
- 2) Roll Call: Members Present: Curt Stepanek, Audrey Stowell, Heidi Hoekstra, Dale Berg, and Carmen Muenich. Absent: Beth Arneberg, and Susan Zukowski.  
Staff present: Dick Hebert, Bill Faherty, Terry Johnson, and Chuck Cyr.
- 3) Approval of June 9, 2009, Minutes: **Motion by Carmen Muenich, seconded by Heidi Hoekstra, all present voting aye, to approve minutes of the June 9, 2009, meeting.**

Beth Arneberg arrives at this time.

- 4) Personal Appearances by Citizens. None
- 5) Communications: Bill Faherty reports that Sarah Kline-Stensvold has donated \$4,000 to purchase native plants (trees, shrubs, grasses, flowers) in Irvine Park. Bill reports that she is a friend of Don Bichner's sister, who recently passed away, and the funds would be used for plants along the native tree trail. Ms. Kline-Stensvold's letter requests updates on our progress and use. Carmen Muenich makes a motion to document and place on file this donation and its purpose so as to keep track of it. Dale Berg seconds. Curt does not believe a vote is appropriate as it is not on the agenda.

Bill also reports that the Knights of Pythais have donated \$30,000 for construction of the shelter by the Fountain.

Bill also reports that Don Bichner has donated \$5,000 for the Native Tree Trail.

Bill also reports that Chris Suilmann has completed his Eagle Scout Project. Chris worked on cleaning up the Goldsmith Nature Preserve area between the East Hill and Duncan Creek along Spring Street. His project paper was passed around. Chris did a great job of cleaning up this area.

- 6) Discuss / consider security system for Zoo & Parks.
  - a. Quotes for Security Equipment. Bill distributed the quotes received from Per Mar and Access Security for the security equipment we've been discussing. There is a big difference in price for the 16 Channel DVR Intellex, so Bill will make sure that they are bidding on the same equipment for a true apples to apples comparison. There was discussion about monthly and hidden costs. There will be a monthly phone line cost. Bill will ask about ongoing monthly costs and costs and timing of updates. Dale suggests Bill ask for a quote with them doing the installation rather than our Park staff. Briefly discussed the skate park & pool area as the biggest priority areas.
- 7) Update on Current Projects.
  - a. Canine Leisure Area. Permission to use the storm retention pond was on the Public Works Committee agenda. Final location or policies have not yet been decided or recommended. A fundraiser is being planned – Dog wash on the last day the pool is open. The cost will be \$5.00.
  - b. Bobcat Exhibit Phase 2. Work has been delayed. Likely the floor will be poured later this week.
  - c. Kell's Corner in Irvine Park. No new information.

d. Community Gardens at Marshall Park. All spots were sold. Bill hasn't heard any complaints. He will present final budget at future meeting. Chuck Cyr reports that the soil was good there. He did run piping for water and bought a couple of hoses.

e. Compliance with Title XIV (pool drain). No new information.

8) 2010 Budget. Bill reports there are various options and plans being discussed – many of which may never come to fruition. Combining departments is one of the options being discussed. Carmen expresses the importance of having the Park Board's input into discussions regarding policy changes about parks. Bill will keep us apprised of upcoming meetings, etc. Any ideas for additional revenue are welcome.

9) Donation Fund Report. In addition to donations previously discussed, we are receiving approximately \$350/week in donation boxes in Irvine.

10) Discuss/consider Recreation Program report.

a. Outdoor Swimming Pool. Attendance and revenue report for pool distributed.

Dale Berg leaves at this time.

b. Summer Activities. Dick reports that program attendance has increased this year. Enrollment in all activities is 2,630 (1,174 residents / 1,456 non-residents).

c. Baseball/Softball Tournaments. There are lots of tournaments coming up. There will be a youth girls' fastpitch tournament held at Casper this coming weekend. Sr. Legion Regionals will be held on July 24-26. Hallie Youth baseball will be hosting a 64-team tournament on July 31 – Aug. 2. The Pure Water Days tournament will be August 7-9. There will be Pure Water Days fireworks held at Casper Park on Saturday night.

11) Discuss/consider Personnel Report.

a. Approve Pay Rates for Seasonal Staff (Minimum wage increase 24 July, 2009). Dick Hebert discusses changes in the federal and state minimum wage laws. The minor wage has been eliminated. There is an opportunity employee category. This results in having to pay those in our employ longer than 90 days the minimum wage of \$7.25 regardless of age. Discussion regarding positions, experience, etc. Dick is recommending the elimination of scorekeepers for the softball programs as well as the possibility of cutting back on concession stand workers. Dick has also proposed pay raises for all levels of the seasonal employees. **Motion by Curt Stepanek, seconded by Beth Arneberg, all present voting aye, to approve seasonal employees pay rate increases as presented by Dick Hebert.** Dick is also recommending that we increase the pay for ump's for modified softball. He feels this is necessary because of the inability to find someone to ump. A team fee increase for this league is being recommended as well. **Motion by Audrey Stowell, seconded by Carmen Muenich, all present voting aye, to approve contracted employee pay rate increase as presented by Dick Hebert.**

12) Discuss/consider Friends of Irvine Park Zoo Report. No report.

13) Discuss/consider Parks Maintenance Report.

a. Irvine Park.

1. Shelters. Chuck Cyr reported that staff has been working on the bobcat exhibit and bricks. Staff has also been working at the pool and the fountain, which has had some problems. He reports that the shelter in the Pine Grove is ready for steel. This was put in with a DNR grant. It has no power and will not be reservable. Discussion regarding naming this pavilion. Carmen Muenich expresses concern that everywhere you look in the park, there is a shelter. He wonders if we have reached our shelter capacity. Chuck indicates that most of the shelters have replaced an old shelter or replaced covered tables. There is one new shelter, but most have been replacements. Bill Faherty comments that the shelters bring in revenue. Lots of discussion regarding pavilion renters setting up additional tents next to the pavilions as well as events that are housed in pavilions that are much bigger than their capacity. Tents are currently prohibited unless approved by the director (Bill). Also discussed how to enforce these types of issues. Dick points out that we need to add this type of information to the website, so that people can see the size and location of the pavilion they are renting, are aware of the capacity of the pavilion as well as other policies that are currently being disregarded. Carmen shared that he attended an event at a shelter and discovered that all of the tables and benches had been removed by the renters of a nearby shelter. At our next meeting, we will discuss all of these issues as well as raising the rent of pavilions for walks or other fundraising events that bring in lots of people and essentially overtake the park. **Motion by Carmen Muenich, seconded by Heidi Hoekstra, all present voting aye, to name the shelter being built in the pine grove “Pine Grove Shelter.”**

2. Native Tree Trail. Koepl is working on the trail. Chuck reports that it looks nice.

b. Casper Park.

1. Main Shelter. Will be complete when lights are up.

2. Batting Cages. Bill is working on and reports a cost of \$18,000.00.

3. Bleachers & Press box at Gannon field. Bill is negotiating and reports an approximate cost of \$60,000.00.

4. Signs. The Leinie’s sign is almost complete.

c. Neighborhood Parks. Staff reports that none of the neighborhood parks have been weed-eated or trimmed this year, and all need work. The mowing has been taken over by the Street Dept., and this is probably due to lack of manpower. Bill will discuss with Glen.

14) Discuss/Consider Board Member comments or concerns. Curt commented that he saw he was re-elected as President and that the Planning Commission (which he attends) met until 10:30 last night. The potluck picnic is set for next month at the Staff Building in Irvine Park. Dick indicates that the Board will also be invited to the City employee picnic as well.

15) Approve Claims. Carmen questions the claim of Hawkins Inc. Dick informs him that this is for chemicals. **Motion by Carmen Muenich, seconded by Curt Stepanek, all present voting aye, to approve claims of \$46,409.82.**

16) Adjournment. **Motion by Curt Stepanek, seconded by Heidi Hoekstra, all present voting aye, to adjourn.**

Submitted by:  
Audrey Stowell, Secretary