

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, May 13, 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. Absent: Brian Flynn.
Staff present: Dick Hebert and Bill Faherty.
- 3) Approval of April 8, 2008, Minutes: **Motion by Carmen Muenich, seconded by Curt Stepanek, all present voting aye, to approve minutes of the April 8, 2008, meeting.**
- 4) Personal Appearances: None.
- 5) Discuss / Consider Chippewa Falls Outdoor Parks & Recreation Plan 2008-2012. Chris Straight of the West Central Wisconsin Regional Planning Commission presented this updated plan. This plan is a requirement for many DNR grants. Mr. Straight talked about the amount of developed v. undeveloped lands, types of parks and geographical areas currently being served. He presented maps that were helpful in showing locations of parks, anticipated growth areas, and any possible gaps. The results of the Commission's survey indicated that the highest priority was the biking trail and organized sports. Connecting the bike trail through the City and the Riverfront Park were both included in the plan. One of the recommendations pertained to the City ordinance, which is fairly vague regarding green space in new developments. Audrey left briefly and then returned during this time. **Motion by Carmen Muenich, seconded by Dale Berg, all present voting aye, to accept the Chippewa Falls Outdoor Parks & Recreation Plan 2008-2012 as presented with the stipulation that the Council review the ordinance regarding the set aside of land for parks in future developments.**
- 6) Discuss / Consider new water service at Flag Hill restrooms. Bill Faherty reports that the main water service has broken at Flag Hill. He said that the pipe was an old clay pipe and very old. Under the emergency rule, he has contacted and requested Bohl & Proulx to place a new water line from Rutledge Road to the bathrooms at a cost of \$5,400.00. They will be starting this week. Bill mentions that porta-potties are \$200/week. Bill states that funds for this repair are not in the budget, but there may be unused funds in one of our accounts at the end of the year that could be used for this. **Motion by Curt Stepanek, seconded by Audrey Stowell, all present voting aye, to approve the expenditure of replacement of water line under emergency rules at Flag Hill from accounts to be determined at a later date.**
- 7) Discuss / Consider Marshall Park Skateboard Park design and equipment. Discussed the in the two designs and materials. The Pro Series is all metal. Sound dampening is included in then quote. There is a 20-year warranty with the Pro Series. Discussed these benefits. The only negative appears to be that it is a noiser than the X Series. **Motion by Dale Berg, seconded by Dennis Doughty, to accept the American Ramp Company design #1619 Pro Series for \$55,049.31.** Dale Berg left at this time.

Discussed pros and cons of requiring helmets. Bill indicated that if we require helmets, then we are required to do other things as well, such as provide supervision. With the park as it is, we can only put up signage recommending the use of helmets. **All present voted to approve the motion by Dale Berg.**

- 8) Discuss / Consider public smoking in public parks. Discussed allowing / disallowing smoking in public parks. Bill stated he has seen other parks have no smoking within so many feet of playground equipment, etc. Discussed letting this issue run its course with the City Council discussions. No action taken.
- 9) Discuss / Consider moving Parks & Rec office from 21 E. Grand. Bill indicates that Mayor Hedrington has asked Bill to move the Parks and Rec office out of its current building by October. There is \$50,000 in the budget for the purpose of moving the offices to Irvine Park. Bill has looked into this and contacted SEH. Bill states that 1200 to 1500 square feet is necessary. SEH has indicated that they could do a feasibility study regarding the move or a building design. After discussion, it was felt that more information and perhaps long-term planning should take place before making such a decision. **Motion by Curt Stepanek, seconded by Dennis Doughty, all present voting aye, to recommend that Committee 1 place on their agenda and discuss the move of the Park Offices from Grand Avenue and the fiscal implications of such a move.**
- 10) Discuss / Consider Cougar Exhibit Grand Opening. Bill indicates that the cougars should be finished in approximately three weeks. Discussion regarding whether an open house is appropriate as with the bear exhibit. **Motion by Lisa Bjork, seconded by Carmen Muenich, all present voting aye to endorse a public grand opening prior to the cougars being moved at a date to be determined**
- 11) Discuss / Consider Donation Funds Report. The donation report was distributed. Bill indicates that he has received a letter from the Community Foundation regarding a \$1,000 donation. Curt Stepanek indicates that the Friends of Irvine Zoo had a meeting and has authorized distribution of up to \$85,000 for the zoo.
- 12) Discuss / Consider Recreation Program Report. Dick Hebert reports that there are new rules for the Outdoor Pool. These involve chlorine levels, chlorine testing, stabilizer, and additions to the 1st Aid kit. These changes will require purchase of a new testing kit & items for the 1st Aid kit. There are also additions that need to be made to the rule signs. There are also new rules for the fountain. These rules appear to require us to have a phone, attendant, and bathrooms. The inspector will be contacted to find out what we need to do to open the fountain by Memorial Day. Dick mentions that if we didn't recycle the water, there would be little regulation with regard to the fountain. Discussion was also held regarding the fireworks. We don't have the funds to have fireworks this year, and no donor is lined up. The lights on the tennis courts have been repaired/replaced as needed. Also, Casper Park will be very busy this next week with Regionals, etc.
- 13) Discuss / Consider Personnel Report. Bill indicates that Chuck Cyr has been selected for the working foreman's position as approved in the Union Contract He meet with committee 2 (Personnel) to make changes in several job descriptions and asked for classification changes. Bill also expressed his frustration that many other City

employees have received raises and classification upgrades when they have been asked to take on additional duties, but this practice has not held true for the Parks & Rec Department.

It was noted that the Zoo Report was not on the agenda. Bill informs us that because of the deaths of the baby buffalo born recently, an autopsy was performed. It was discovered that there was an ecoli coming from the mother, and she will be treated. Bill went over the plans for the zoo for the summer. He indicates that the goal is for all outside cages to be cleaned by 10:00 a.m. Also, the zookeepers intend to present various interest programs to the public at specific times.

- 14) Discuss / Consider Department Policies.
 - a. Policy on Facility Reservations. Discussion regarding groups that may have their reservation fees waived. Discussed having no waivers on weekends. Bill currently uses discretion to waive the reservation fee for various groups (i.e. school groups) on weekdays. This practice will continue.
- 15) Discuss / Consider Community Events.
 - a. Neighborhood playground meeting at McBean Park (Grand Ave) on May 19th. Bill was approached by a member of the community regarding the possibility of upgrading this park. A meeting will be held on May 19th.
- 16) Board Member comments or concerns. None.
- 17) Approve Claims. **Motion by Curt Stepanek, seconded by Carmen Muenich, all present voting aye, to approve claims of \$38,087.51.**
- 18) Adjournment. **Motion by Curt Stepanek, seconded by Lisa Bjork, all present voting aye, to adjourn.**

Submitted by:

Audrey Stowell, Secretary