

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, August 9, 2011
6:00 p.m.

1. Call to order by President Curt Stepanek at 6:02 p.m.
Roll Call: Members Present: Curt Stepanek, Audrey Stowell, Dale Berg, Carmen Muenich, Jane Lardahl, Heidi Hoekstra and Beth Arneberg.
Staff present: Dick Hebert, Terry Johnson, Kevin Sweeney, and Jennifer London.
2. Approval of Tuesday, July 12, 2011, Minutes: **Motion by Jane Lardahl, seconded by Heidi Hoekstra, all present voting aye, to approve minutes of the July 12, 2011.**
3. Personal Appearances: Bill Faherty appeared and thanked everyone for his retirement party. He commented that the recent survey results indicated that there were many who indicated they were willing to pay more to support the parks. If that's the case, he suggested using a voluntary donation to parks option on the tax form somehow. He cautioned against using large donations available from the Friends of the Zoo on smaller items, as the funds disappear and could be used for larger projects. He also feels the gift shop/concession in Irvine Park should be high priority as that would bring in revenue. He also discouraged using donation funds for maintenance projects. Terry Johnson added that he had two users of the Park ask him this week where the gift shop was.
4. Communications. None.
5. Discuss/consider Special Event Applications. None.
6. Discuss / Consider:
 - a. Marshall Park Site Plan. Brady Halverson from SEH gave a presentation for the Marshall Park Site Plan. He reviewed what is presenting at Marshall Park and reviewed concepts for future use and configuration. His focus was on moving active events toward Bridgewater and more passive sites toward the creek. He has routed a soft surface trail along Duncan Creek, which work will begin on soon. Members should review the two concepts that were distributed and provide any and all feedback to Dick by e-mail. He will then pass that on to Brady, who will prepare another plan to review and discuss at the September meeting.

Dale left during the above presentation.
 - b. Kell's Corner Improvements. Dick said that he reviewed the site and plan of Jim Hohncke with Rob Krejci and Rick Rubenzer. Rob and Rick did not believe the riprapping would work at that site. It was agreed that changing the water path was better plan and utilizing natural waterways, ditches, rain gardens, and collection areas.

- c. Main Pavilion Improvement Project. A new bid more comparable bid was obtained. Kevin indicated he was comfortable with both bids; his only concern was the size of the sidewalk to be installed was not detailed. **Motion by Carmen Muenich/Heidi Hoekstra, all present voting aye, to approve Beaudette Renovation's bid of \$22,250.00 for work on the main pavilion's roof and columns with understanding that size of concrete sidewalk will be clarified and approved by staff without an increase in cost.**
 - d. Ad Hoc Committee. Jane reports that the Ad Hoc committee has made recommendations that have been presented to the council.
 - e. Youth Swimming Lessons Program Fees. The Red Cross is now charging \$5.00 per child for swimming lessons through their program. Dick will be looking into other options for the future, but otherwise is requesting an increase in our fees to cover this cost. This would raise our fees to \$23 for city residents and \$33 for non-city residents for regular swimming lessons; parent/child would raise to \$15/\$25. **Motion by Curt Stepanek/Beth Arneberg, all present voting aye, to approve increase of fees by \$5.00 to cover assessment by Red Cross.**
 - f. Personnel Report. Dick will be using an intern for the remainder of the temporary office position. He will be seeking approval for funding for the temporary rec supervisor through the end of the year. Congratulations to both Tara Johnson and Jared Faherty on their new full-time positions.
 - g. Director Report. Dick reports that he received a letter from the Department of Agriculture that the TB accredited free status had expired. He called and asked for a delay on that expiration to allow for TB testing in late summer or fall. Also, a group from Chippewa Valley Bible Church will clean up Frenchtown Park.
 - h. Recreation Report. Pool report distributed.
 - i. Park Maintenance Report. Terry indicates that pavilions are reserved for all day starting at 9:00 a.m. They are cleaned and ready for use prior to 9:00. Unfortunately, during the week, many do not arrive until afternoon and by then the pavilions have been utilized by others and no longer clean. Options for handling this situation discussed. Also, the bathrooms by the band shell were shut down recently due to overuse and portable toilets were brought in. There were large parties at each of the nearby pavilions and a large wedding, so a large amount of people in the area all at the same time. The bathrooms are old and need to be updated. He just wanted to us to be aware that this is an area of concern.
7. Update Reports.
- a. Gaylord Howard Estate. Dick will be placing an ad in the paper. Curt suggested the Trading Post.
 - b. Irvine Park Zoo Plan. Three new education signs for the animals have been ordered. Public Works has agreed to let us have sand for the tiger area and will be dredging the crane area this fall.

8. Approve Claims. **Motion by Curt Stepanek/Audrey Stowell, all present voting aye, to approve claims of \$36,716.00.**
9. Board Member comments or concerns. Carmen indicates he likes having the zookeeper at the meetings if possible. At a minimum, a separate zoo report would be appreciated.
10. Adjournment. **Motion by Heidi Hoekstra, seconded by Jane Lardahl, all present voting aye, to adjourn.**
11. Annual Potluck Picnic.

Submitted by:

Audrey Stowell, Secretary