

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, March 9, 2010
5:30 p.m.

- 1) Call to order by Curt Stepanek.

Roll Call: Members Present: Curt Stepanek, Beth Arneberg, Carmen Muenich, Heidi Hoekstra, Dale Berg, and Jane Lardahl. Absent: Audrey Stowell. Staff present: Dick Hebert, Bill Faherty, and Terry Johnson.

- 2) Approval of February 11, 2010, Minutes: **Motion by Carmen Muenich, seconded by Curt Stepanek, all present voting aye, to approve minutes of the February 11, 2010, meeting, with one correction: change wording, Item #2, from “accepted” to “approved”.**
- 3) Personal Appearances: None
- 4) Communications. Bill Faherty received a letter from the Department of Agriculture. The Zoo License was not filled out correctly regarding the Chronic Wasting Disease Program. Bill will make necessary corrections.

Audrey Stowell arrives at this time and begins taking minutes.

- 5) Discuss/Approve/Disapprove.

- a. Facility Regulations and Policies. A new draft of the *Chippewa Falls Park Board Facility Regulations* was distributed. It was reviewed and discussed. In addition to numerous grammatical and typographical changes, the suggested changes included: excluding the skateboard park from the skateboard prohibition, including law enforcement as authorized to close the park, and eliminating a number of people that makes an event a special event. **Motion by Dale Berg, seconded by Heidi Hoekstra, all present voting aye, to approve the *Chippewa Falls Park Board Facility Regulations* as presented with suggested corrections.**

Dale Berg leaves at this time.

- b. Special Permit Policies – Fee for Special Events. Draft of *Special Use Permit Policies, Procedures and Application for Use of Parks* was distributed and reviewed. Discussion regarding these policies and various changes suggested. Specifically, “No fireworks allowed in Irvine Park” will be added in parentheses behind the applicable special event criteria. Curt suggests having a non-refundable fee for completing the application due to the extra paperwork and review time involved. Other cities are charging for this. Re-discussed and changed the special event definition as an event being open to the public or a private event that exceeds 200 persons. **Motion by Carmen Muenich, seconded by Curt Stepanek, all present voting aye, to approve *Special Use Permit Policies, Procedures and Application for Use of Parks* as presented with corrections noted.**

Motion by Curt Stepanek, seconded by Jane Lardahl, all present voting aye, that special use applications include a \$25.00 non-refundable fee to be paid at the time of application.

- c. Consider Sale of Neighborhood Parks. Bill states that the Park Board has been asked to evaluate park land and determine if any would be suitable for sale at this time. Jane indicated that the council is looking at all city lands for the purpose of generating funds for an energy efficient capital investment. Bill indicated the two parks discussed in the past have been Simon Lyberg and Ball & Knight. Discussion included the park locations, other facilities available in the neighborhood, other parks, keeping green space, use of the funds if sold, and frequency of use. **Motion by Curt Stepanek, seconded by Beth Arneberg, to make a recommendation to the Council that the Park Board has not identified any excess lands to sell at this time. Curt Stepanek, Beth Arneberg, Carmen Muenich, Heidi Hoekstra, Dale Berg, and Audrey Stowell voted aye; Jane Lardahl, nay. Motion passed.**

6) Update on Current Projects.

a. Purchase of Land at Casper Park – Appraisal Completed. Bill reports that the appraisal is being redone.

b. Application for Grant from DNR. Bill indicates that if the DNR grant is approved, it is only a 50% match. If approved, Bill will approach the council and if funds are unavailable for purchase, then he will seek funds from the private sector.

c. New Exhibit – Fencing/Windows/Grand Opening. Bill believes a Grand Opening in early June is possible. This will be dependent upon weather.

d. Pasture Animal Fencing Project. Bill discusses the need for separating the elk and white tail deer. Another option that was raised was putting in fenced alleys for walking between the pens. This would allow greater visibility to the animals and satisfy the new requirement of separation. Bill indicates this set-up would also help in moving animals around. This would also be more expensive than simply switching the elk and deer.

7) Discuss/consider Recreation Program report. Dick reports that winter programs will soon be over. Spring programs will be starting soon. He is also starting to work on the summer brochure. They have heard from some parents regarding concerns over the CF Youth Baseball's scheduling of the t-ball program. Parks & Rec ran the program in June and July. CFYB runs the program from May to June.

8) Discuss/consider Personnel Report.

a. Employee Schedule Changes. Bill hands out the schedule for employees. He reports that until May, the north end of the park will be closed at 3:00 p.m. This is somewhat flexible in that Bill indicates park staff has agreed to come back and lock up in the evening if the weather is nice and there are several cars in the north end at close up time. Once seasonal employees start, this problem should be alleviated.

b. Seasonal Employee Schedule Changes. Bill discussed savings of using part-time employees from March to September. Brief discussion of using part-time vs. seasonals and their hours and pay, benefits, retirement. Jane suggested expanding the seasonals to be able to start working in April. Bill indicated seasonals during the entire daylight savings time would be nice.

9) Discuss/consider Friends of Irvine Park Zoo Report. No report. Annual meeting in April.

- 10) Discuss/consider Parks Maintenance Report.
- a. Irvine Park. Christmas Village has been put away. The activity building and bathroom have been repainted. New tables for the activity building have also been purchased. The Bear Den bathrooms have also been painted. Work has done to start getting the outdoor pool ready. The main pavilion needs to be reshingled. A metal roof is being put on the red barn.
 - b. Casper Park. Press box is being completed.
 - c. Neighborhood Parks. Bill reports that park employees will be doing the neighborhood parks again this year.
- 11) Discuss/Consider Board Member comments or concerns. Carmen Muenich asks about a shelter for Little Dinky. Bill discusses what is being planned – no time frame given. Carmen also asks about the status of north side of the Park. Bill needs to check with Bob Ferg. Discussion regarding status of estates proceedings. Bill indicates we are just waiting for those to be wrapped up.
- 12) Approve Claims. **Motion by Carmen Muenich, seconded by Heidi Hoekstra, all present voting aye, to approve claims for of \$20,498.91**
- 13) Adjournment. **Motion by Carmen Muenich, seconded by Jane Lardahl, all present voting aye, to adjourn.**

Submitted by:

Dick Hebert and
Audrey Stowell, Secretary