

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, June 12, 2018

1. Call to order by Beth Arneberg at 6:00 p.m.
Roll Call: Members Present: Audrey Stowell, Dale Berg, Carmen Muenich, Beth Arneberg, Heidi Hoekstra, Nate Seckora and Rob Kiefer.
Staff present: Dick Hebert and Josh Kriesel.
2. Approval of May 8, 2018, Minutes: **Motion by Rob Kiefer/Nate Seckora to approve May 8, 2018, minutes. Motion passed.**
3. Personal Appearances by Citizens. Ann Grens is present and would like to donate her tropical plant for the Welcome Center. The donation was accepted. She should coordinate drop-off with the office.
4. Discuss / Consider Special Event Applications: Dick Hebert suggests setting an electrical fee for non-self-contained food trucks used in Special Events. After discussion, **motion by Dale Berg/Heidi Hoekstra to set a fee of \$25.00 for food trucks used at Special Events that require electricity. Motion passed. Motion by Beth Arneberg/Rob Kiefer to approve Special Event application for the Ayres Associates Company Picnic as presented. If they are using a non-self-contained food truck, the \$25.00 fee will be added. Motion passed.**
5. Election of Officers
 - a. President. Dale Berg/Heidi Hoekstra nominate Beth Arneberg for President. No other nominations.
 - b. Vice President. Carmen Muenich/Beth Arneberg nominate Dale Berg for Vice President. No other nominations.
 - c. Secretary. Heidi Hoekstra/Rob Kiefer nominate Audrey Stowell for Secretary. No other nominations.Unanimous ballot cast for all officers as nominated. Motion passed.
6. Discuss/Consider:
 - a. Erickson Park Project. Ron Bakken reviewed the construction schedule. Unfortunately, the stone from the meat locker is not going to be usable for another purpose. An electrical contractor will be contacted to perform electrical work at boat ramp and parking lot and ability to run electricity to pavilions at some point in the future.
 - b. Discuss Improvements to Welcome Center.
 - Change Order for Parking Lot. Because of unsuitable soils and extra items at the pond (concrete pads and steps double in size and extra gate), a change order was necessary for Tanner Excavating. Without changes, Tanner would give no warranty. Carmen Muenich questions Bob Sworski about the warranty. Bob indicates any warranty issue or claim would be made to CBS Squared, who will in turn make claim against Tanner. Acoustical panels were also discussed. Samples,

placement, spacing, and design were reviewed and discussed. CBS Squared will present a proposed design in the future. After discussion, **motion by Carmen Muenich/Heidi Hoekstra to pay Tanner Excavating Invoice #159 with change orders amounting to \$56,270.51 paid by the Thorpe Foundation. Motion passed.** Carmen Muenich indicated that the Thorpe Foundation has agreed to pay for the change orders as it is part of the Welcome Center.

- Department Timeline Project. Jim Schuh of Historical Society and Kurt Gaber of Gaber Signs discuss ideas for timeline, donor wall and recognition of directors. Discussed scope will cover Irvine Park only as well as budget.
- c. Discussed Determining an Official Name for the Neighborhood Park located in the Flats. Dick Hebert explains that process is that we make recommendation to the City Council for a name, who would then need to pass a resolution. **Motion by Rob Kiefer/Dale Berg to recommend the City of Chippewa Falls name the neighborhood park in the flats “Unity Park.” Motion passed.**
 - d. Discuss Riverfront Park Improvements, Rules, Policies and Fees. Dick Hebert gives an update; there will be no events there this summer.
 - e. Discuss Signage in Parks. No report.
 - f. Presentation of Improvements to the Irvine Park Artifacts being completed by UW-Eau Claire Students. Two students, Tyler Shustarich and Josh Olson present what they have been working on. They are working with the artifacts, cataloging and updating information. A database has been set up and that information is reviewed. All pleased with the work they’ve done so far.
 - g. Recreation Report. Josh Kriesel indicates that the pool is open and soccer is done. The concession stand is ready to go. Coed softball league was cancelled due to lack of teams.
 - h. Director Report. Dick Hebert reports that Angie moved to another department and they are in the process of searching for a replacement. It’s been very difficult to find seasonal staff, who must be 18 years old. Also still need lifeguards and concession stand workers, who can be as young as 14. Dick Hebert also reports that a baby bison has been born.
7. Approve Claims. Claims reviewed. **Motion by Dale Berg/Rob Kiefer to approve claims of \$124,096.25. Motion passed.**
 8. Park Board Members’ Concerns or Comments. Dale Berg comments that the amphitheater at Riverfront has a fabric roof and wonders about the warranty on that. Discussion regarding the subcommittee for Riverfront policies needs to start meeting again. There was also discussion about concessions in the Welcome Center and having them available on Saturdays and Sundays if we have enough workers.

9. Adjournment. **Motion by Carmen Muenich/Heidi Hoekstra to adjourn at 7:44 p.m. Motion passed.**

Submitted by:

Audrey Stowell, Secretary