

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, December 10, 2019

1. Call to order by Beth Arneberg at 6:00 p.m.
Roll Call: Members Present: Carmen Muenich, Beth Arneberg, Justin Agnew, Dale Berg and Rob Kiefer. Absent: Audrey Stowell and John Abbe.
Staff present: Dick Hebert and Angela George.
2. Approval of Minutes: November 12, 2019: **Motion by Kiefer/Muenich to approve minutes of November 12, 2019. Motion passed.**
3. Personal Appearances By Citizens. None.
Motion by Kiefer/Berg to move Item #4 after Item #5f. Motion passed.
5. Discuss/Consider:
Audrey Stowell and John Abbe arrive
 - a. Erickson Park Improvements, Rules, Policies and Fees. Ron Bakken is present to discuss entrance sign. Discuss eliminating City logo and lighting. Lighting ideas will be brought to the Board at a future date. Fees are also discussed. Hebert recommends daily rental and special event fees of \$75.00 for large shelter and \$50.00 for small shelters, \$25.00 for meetings and \$40.00 for picnics and non-special events on weekdays and for non-profits.
Motion by Arneberg/Kiefer to accept fees as presented. Motion passed.
 - b. Improvements to Welcome Center. Discuss purchasing 46" square tables for the patio at the Welcome Center. **Motion by Muenich/Arneberg to purchase three 46" square tables from Lee Recreation for the amount of \$3,527.00. Motion passed.**
 - c. Improvements and Repairs to Irvine Park Bandshell. Epoxy painting will be done in the spring.
 - d. Park Signage. Dick reports that City will be working with West Central Wisconsin Regional Planning Commission is doing a wayfinding study in 2020. Justin Agnew and Rob Kiefer are interested in serving on the steering committee.
 - e. Improvements and Master Plan for Flag Hill. Dick reports that the flow of road will have the biggest impact on design. He reports that the Steering Committee has come up with two different designs and will now be seeking public input. There will be two meetings. One at Spring Street Sports on Thursday, January 9, 2020, from 6-8 p.m.; the second will be at a location yet to be determined, but hopefully that same week. Funding is also discussed.
 - f. Riverfront Park Improvements, Rules, Policies and Fees. Dick presents fees for Riverfront Park. He recommends requiring a \$250.00 deposit for broken items for Major Events. He presents his recommendations for daily, meeting, and Special Event by facility. Discussed requiring porta-pottys at Special

Events. **Motion by Kiefer/Berg to approve Riverfront Park rental fees including requiring a \$250.00 deposit fee as presented. Motion passed.**

4. Discuss/Consider Special Event Applications. The Pure Water Days RiverFest – and Northwoods Blues applications are discussed. **Motion by Berg/Arneberg to approve Pure Water Days and Northwoods Blues applications as presented with strong recommendation to Pure Water Days to consider renting porta-pottys for Pure Water Days. Motion passed.**

g. Irvine Park Brochure Design. Dick reports we have enough brochures for 2020, but we should start looking at the design for 2021. Discussion included Erickson Park having its own brochure, a separate giving brochure and incorporating links to website on the brochure.

h. Recreation Report. Angela reports on Run for the Lights. There were 275 participants. The terrible weather impacted same day registrations. The Run generated a profit of \$2,600.56, which goes to Christmas Village.

Justin Agnew left at this time.

Volleyball and basketball programs are still going; work on summer programs starting.

i. Director Report. Dick reports that he has drafted goals for 2020. He also encourages the Board to visit the Welcome Center during the Christmas Village to view the great video playing there. Dick also discusses the disc golf course proposal. The land at Casper Park has been viewed and seems like it will work, and \$3,000 is needed to start the design process.

6. Approve Claims. **Motion by Muenich/Berg to approve claims of \$78,177.75. Motion passed.**

7. Park Board Members' Concerns or Comments. Lots of positive comments have been received regarding Christmas Village.

8. Adjournment. **Motion by Muenich/Arneberg to adjourn at 7:47 p.m. Motion passed.**

Submitted by:

Dick Hebert and
Audrey Stowell, Secretary