

PARKS, RECREATION & FORESTRY BOARD MEETING  
Tuesday, November 8, 2016

1. Call to order by Dale Berg at 6:00 p.m.  
Roll Call: Members Present: Audrey Stowell, Rob Kiefer, Carmen Muenich, Dale Berg and Heidi Hoekstra. Absent: Beth Arneberg.  
Staff present: Dick Hebert.
2. Approval of October 11, 2016, Minutes: **Motion by Hoekstra/Berg to approve October 11, 2016, minutes. Motion carried.**
3. Personal Appearances By Citizens. None.
4. Discuss / Consider Special Event Applications: March for Babies
  - a. March for Babies. Application presented for a special event on May 6, 2017, to raise funds and awareness for March of Dimes. In order to be consistent with similar events, Dick Hebert recommended approval with payment of rental and application fees as well as insurance policy. **Motion by Muenich/Hoekstra to approve the special event application as recommended. Motion carried.**
5. Discuss/Consider:
  - a. Discuss 2017 Music in Irvine Park Program. Attendance in 2016 has increased over past years. **Motion by Berg/Hoekstra to contribute \$250.00 to Music in Irvine Park for 2017. Motion carried.**
  - b. Discuss Irvine Park Wayfinding Study. Phil Johnson of Ayres Associates discusses the goal of providing signs that are consistent within each park and within the park system. System sign design suggestions were presented. Johnson indicates that elements currently present in the park as well as parts of the department logo have been used in the sign designs. Johnson discussed and presented options for entrance signs, facility signs, vehicle directional, trail directional, and map signs. Johnson also discussed using a kiosk to present information electronically. Seckora suggested Johnson use the feedback on the concepts from this meeting to put together a proposal for Board approval. Discussed that the system sign designs will be used in all City parks, but that each park would probably have its own entrance sign to match its elements. Johnson indicates he will now place the signs on an overall map, provide a summary report (which will be finalized after feedback from the next meeting), and develop an opinion of probable cost.
  - c. Discuss Marshall Park Master Plan. Dick Hebert distributed a draft of the proposed skateboard park. The fundraising goal is \$125,000.00. Hebert suggests the Board take time to decide on a location for the skateboard park & potentially contact SEH and revisit the Marshall Park Master Plan.

Audrey Stowell leaves at this time. Heidi Hoekstra will take over minutes.

- d. Director's Report. Dick Hebert distributed a draft of the Agreement between the City of Chippewa Falls, Inc. pertaining to the Erickson Park Project on Glen Loch. Hebert reports that the Christmas Village is on schedule and many community individuals have stepped forward to volunteer. The Park Board will need to create the rules for the Chippewa Riverfront at a future Park Board Meeting.
6. Approve Claims. Claims reviewed. **Motion by Muenich/Kiefer to approve claims of \$61,851.87. Motion carried.**
7. Park Board Members' Concerns or Comments. Hoeskstra commented on the need for an AED in the new Welcome Center in Irvine Park. Hebert will approach businesses for possible funding of a new AED. Muenich commented on the idea of limiting large groups in Irvine Park. Board briefly discussed the idea of creating a maximum capacity for special events. Board will discuss this item at future meetings.
8. Adjournment. **Motion by Muenich/Hoekstra to adjourn at 7:39pm. Motion carried.**

Submitted by:

Audrey Stowell, Secretary