

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, January 10, 2017

1. Call to order by Beth Arneberg at 6:00 p.m.
Roll Call: Members Present: Audrey Stowell, Carmen Muenich, Beth Arneberg, Nate Seckora, Rob Kiefer and Heidi Hoekstra. Absent: Dale Berg.
Staff present: Dick Hebert.
2. Approval of December 13, 2016, Minutes: **Motion by Kiefer/Muenich to approve the December 13, 2016, minutes. Motion carried.**
3. Personal Appearances By Citizens. None.
4. Discuss / Consider Special Event Applications:
 - a. Parkview Elementary PTO Color Run. This is scheduled for 05/21/17 from 9 a.m. to noon at the Main Pavilion. Regular rental and processing fees & insurance required. **Motion by Arneberg/Stowell to approve special event application as presented. Motion carried.**
5. Discuss/Consider:
 - a. Director's Report. There have been two new hires at the department this past month. Angie Wedemeyer has been hired as our new office staff person & Scott Leahy will be a parks staff. Dick Hebert also reported on a project done by the Fall Creek Elementary 2nd graders. They took a field trip to Irvine Park and were then assigned a project to provide recommendations for future exhibits. Dick Hebert and Jennifer London were invited to the school, where the kids gave their presentation. A calendar was also made with the students' drawings. This was sold at the school, and a donation was made to the park.
 - b. Recreation Report. No report.
 - c. Discuss Department Community Foundation Grants. Dick Hebert reports that the department has received two grants from the Community Foundation of Chippewa County. The first is in the amount of \$691 for flowers in the Riverfront Park project. This was possible through Unrestricted Funds, Field of Interest Funds and the Board Grant Fund. The second is grant is for \$10,000 to be used at the Flats Neighborhood Park project and was made possible through the Edwin & Evelyn Nyhus Centennial Pass-through Fund.
 - d. Discuss 2017 Department Projects and Schedule. Dick Hebert presented projects that are scheduled to take place in 2017.
 - Welcome Center. There were several items to be taken care of to finish up the Welcome Center: Wells Concrete is owed their retention funds, cameras need to be installed, canopy columns need to be re-installed, the learning pod needs to be furnished, patio equipment purchased, and benches for the zoo walkway purchased. The first four of these are listed as high priority. After payment of the first four and with expected funds

through June 2017, the anticipated loan amount will be \$29,333.79. There are pledges that will be coming in at a later date to offset this amount. Dick proposes to pay the loan as the pledges come in and then finish the project as funds are available.

- Flat's / Bailey's Addition – New Neighborhood Park. Nordson EDI volunteers will be installing the playground equipment on June 8 & 9. The split rail fence will likely be installed at that time as well. Kim Koepf did the site work and gave an in-kind donation of \$1,000, keeping the site work cost at \$6,565.00. Additional items that will need to be done include seeding, installing signs and installing half basketball court/four square/ hopscotch area. With Nordson EDI's donation of over \$43,000 and the \$10,000 from the Edwin & Evelyn Nyhus Fund, only an additional \$6,250 is estimated to be needed to complete the entire project.
 - The Ski/Walking Trail Bridges should be installed in June or July.
 - Erickson Park. The grant decision should be made in March hopefully.
 - Riverfront Park. This project will likely be completed in 2017 if fundraising continues to go well.
 - Marshall Park. This will be an ongoing project in 2017.
 - Wayfinding Study of Irvine Park. This will be reviewed in March.
 - Tree Inventory/EAB Response Plan. Bluestem will be presenting plan in March.
- e. Discuss 2017 Agenda Items and Dates. Dick Hebert discusses items that will be on the upcoming months' agendas. He will be having surgery on January 26 and will be off for several weeks recovering.
6. Approve Claims. Claims reviewed. **Motion by Kiefer/Muenich to approve claims of \$88,304.87. Motion carried.**
7. Park Board Members' Concerns or Comments. Items that we should discuss at a future meeting include whether we are going to have a drone policy, food trucks, and school bus parking. On behalf of the Board, Beth Arneberg expresses well wishes for Dick and his upcoming surgery.
8. Adjournment. **Motion by Muenich/Hoekstra to adjourn at 7:06 p.m. Motion carried.**

Submitted by:

Audrey Stowell, Secretary