

PARKS, RECREATION & FORESTRY BOARD MEETING
Monday, November 18, 2013

1. Call to order by Beth Arneberg at 6:00 p.m.
Roll Call: Members Present: Dale Berg, Beth Arneberg, Carmen Muenich, Curt Stepanek, Audrey Stowell and Rob Kiefer. Absent: Heidi Hoekstra.
Department Staff present: Dick Hebert and Tommy Eisenhauer.
2. Approval of October 21 and October 28, 2013, Minutes: **Motion by Carmen Muenich, seconded by Curt Stepanek, to approve the October 21 and October 28, 2013, minutes. Motion carried.**
3. Personal Appearances By Citizens. None.
4. Discuss / Consider Special Event Applications:
 - a. Down Syndrome Awareness Walk – September 21 or 28, 2014. This event has taken place for seven years. It occurs on a Sunday, it will be on Sept. 28, 2014. This is late in the year, and Dick indicates there have been no issues in the past other than parking, as there are many participants. The group has been offered the use of courtesy vans, which they will use in 2014 to transport participants from the Marshall Park parking lot to the Main Pavilion area.
Heidi Hoekstra arrives during the above discussion.
 - b. Clear Channel 5K & Half Marathon Race – May 3, 2014. Heather Welter and Bill Sparkes of Clear Channel are present and discuss a new event for Clear Channel, but they are hoping it would become an annual event. They describe a fundraising event in which proceeds would be split between Clear Channel, Irvine Park, and another local charity that would change every year. The idea for the event came about after learning the Eau Claire Marathon would be discontinued. They would be reserving the pavilion and activity building. Discussion included the number of participants and having a possible cap of participants, possible routes, parking, and porta potties.
Motion by Dale Berg, seconded by Rob Kiefer, to approve the special event application of Clear Channel as presented with applicable fees and insurance. Amendment to the motion by Heidi Hoekstra, seconded by Dale Berg, to have Clear Channel return to the Park Board closer to the event with more details, including their plan for porta potties and parking. Motion and Amendment carried.
5. Discuss/Consider.
 - a. Irvine Park and Marshall Park – Duncan Creek Access Improvements. Ron Bakken of the Chippewa Rod & Gun Club describes the club's efforts and projects, including trout stocking and Take a Kid Fishing. They would like to make fishing more affordable and accessible on Duncan Creek from dam to dam. Possible project efforts may include dredging, bank stabilization, and access improvements, while keeping it a natural setting. As he continues with the project, he will be working with the DNR. He wanted us to be aware of the

project and find out if there were any objections. There were no objections. Members thanked him for his efforts.

- b. Department Community Foundation Funds. Dick distributes the summary of the Irvine Park Endowment and Chippewa Falls Parks, Rec & Forestry Foundation Endowment Funds. The amounts available are \$14,532.00 and \$7,412, respectively. **Motion by Heidi Hoekstra, seconded by Dale Berg, to reinvest the amounts available back into their respective funds. Motion carried.**
- c. Marshall Park Master Plan. Dick states that when the final Marshall Park Master Plan was presented in December 2011, it was not formally approved by the Park Board. **Motion by Beth Arneberg, seconded by Heidi Hoekstra, to approve the Marshall Park Master Plan as previously presented. Motion carried.**
- d. 2014 Department Budget. Dick indicates that there have been no changes to the budget as presented so far.
- e. Director/Parks/Zoo Report. With regard to the capital campaign for the welcome center project, Dick reports that the funding levels have been set at \$100,000/ \$50,000/\$10,000/\$1,000/\$500. He recommends hiring a certified fundraiser expert for the capital campaign because of the size of the project. A Winona firm was recommended to him. Dick will contact them and ask that they give a presentation to the Board on details of what they could do for the campaign.

Dick also reports that the new bathrooms arrived and the roofing of the log cabin has begun.

The bison have been moved back to their old pasture. Staff is working on getting the animals moved from the outside to the inside. The male elk was very ill this spring. Unfortunately, this resulted in our elk not being given its next shot to become a movable herd, so we are unable to move him or bring other elk in at this time.

Dick has contacted Joe Germain regarding the sale of the Simon Lyberg park lot. The playground equipment will be moved.

Dick also distributes the letter from the Thorpe Foundation agreeing to our funding request of \$150,000 for the purpose of constructing a new Welcome Center/Small animal building in Irvine Park. This payment is expected to occur by May 31, 2014. The Trustees are also making a commitment of an additional \$100,000 for years 2015-2018. This subject to the payments being kept in a separate fund account in the City's records, segregated from other funds until the project is started or redirected. The Board will provide evidence that the funds were used for their intended purpose. Should the project be cancelled and/or construction delayed beyond December 31, 2015, the Foundation may withhold or redirect future payments. The Thorpe Foundation will receive permanent recognition in a form to be determined for its contributions to Irvine Park.

Beth Arneberg leaves at this time.

The Christmas Village is being set up. Dick also reports that he will be coordinating the volunteers for donations.

- f. Recreation Report. Swimming lessons are finishing up. The men's basketball and volleyball leagues have started. Pre-registration for the Christmas Run/Walk has exceeded 200 participants.
6. Approve Claims. **Motion by Curt Stepanek, seconded by Dale Berg, to approve claims of \$105,332.36. Motion carried.**
7. Board Member comments or concerns. Curt comments that he feels the Board should be cautious with events that inhibit use of the Park by the general public.
8. Adjournment. **Motion by Carmen Muenich, seconded by Rob Kiefer, to adjourn at 7:36 p.m. Motion passed.**

Submitted by:

Audrey Stowell, Secretary