

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, November 14, 2017

1. Call to order by Beth Arneberg at 6:00 p.m.
Roll Call: Members Present: Carmen Muenich, Beth Arneberg, Audrey Stowell, Dale Berg, Nate Seckora and Heidi Hoekstra. Absent: Rob Kiefer.
Staff present: Dick Hebert and Josh Kriesel.
2. Approval of October 10, 2017, Minutes: **Motion by Berg/Hoekstra to approve October 10, 2017, minutes. Motion passed.**
3. Personal Appearances By Citizens. None.
4. Discuss / Consider Special Event Applications: None.
5. Discuss/Consider:
 - a. Discuss Adding Press Boxes to Casper Park Softball Fields. Project involves press boxes for two of the fields used by Chi Hi and McDonell Varsity Softball teams. The footings should be done now so that they are ready for the boxes and can be up for the spring season. Bob Sworski is present and discusses the construction. Looking at steel building similar to the press box on the baseball field. Audio system will be included. Cost is estimated at \$37,000; majority is looking to be raised through donations. CBS² is donating their time, although there is a \$75.00 contract fee. **Motion by Berg/Seckora to approve up to \$14,000.00 toward the press boxes out of Casper Park Donation Fund. Motion passed.**
 - b. Discuss Draft of Riverfront Park Art in the Park Policy. Tena Hoag and Teri Ouimette presented and distributed a draft policy for art in the Riverfront Park. They are proposing a seven-person committee that is advisory to the Park Board or City Council. There was discussion and changes suggested including having a member of the Park Board being one of the seven on the Art Committee.
 - c. Discuss Additional Community Garden Site. Joseph Malual of Chippewa County UW - Extension office is present and discusses an additional community garden site. His assessment shows there is a need for fresh food and cooking skills in the community. He is focusing on nutrition and local food production. He would like to see education be a part of the community gardens. There was discussion and concerns regarding who would be using the new gardens, community commitment, interest in mentoring, loss of recreation area, appropriate site, cost of water and fencing. Dick suggested the current site could be expanded for this summer. Discussed contacting the media hoping to get input and suggestions from public.
 - d. Discuss Department Community Foundation Funds. Dick presents the fiscal reports of the Irvine Park Endowment Fund and Chippewa Falls Parks, Recreation and Forestry Endowment Fund, both of which are with the Community Foundation of Chippewa County, Inc. There is \$26,293.00

available to grant in the Irvine Park Endowment Fund, which can be used for improvements to Irvine Park. There is \$10,211 available to grant in the Chippewa Falls Parks, Recreation and Forestry Endowment Fund, which can be used for maintenance and improvements in any City park. **Motion by Hoekstra/Berg to ask for disbursement of \$26,293.00 from the Irvine Park Endowment Fund and reinvest the \$10,211.00 in the Chippewa Falls Parks, Recreation and Forestry Endowment Fund. Motion passed.** There was discussion regarding the fees and a request to have an explanation of administrative fees.

- e. Discuss Improvements to Welcome Center. The items needed yet at the Welcome Center in priority order are 1) TV screen and set up; 2) furniture for learning pod; 3) refrigerator and freezer for concessions; 4) tables and benches for patio; 5) plan for obtaining artifacts; 6) job description for internship or seasonal position; and 7) volunteer job description. Dick will focus on items 1, 2 & 3.
 - f. Discuss location of December 2, 2017, Park Board Meeting. It was decided to have the meeting at the learning pod in the Welcome Center.
 - g. Recreation Report. Josh had to leave, but Beth reports that he had indicated that the Run for the Lights registrations are up from last year.
 - h. Director Report. Dick indicates Emerald Ash Borer will be in the media starting 12/04/17. Dick reports that the public will be notified via door hanger two weeks prior to their boulevard ash trees being removed. Dick reports that Jayson Smith and Rick Rubenzer will be attending the December meeting. He intends for them to discuss traffic patterns at round-about and food trucks at Riverfront. Dick has also asked the police department for their recommendations with regard to traffic and rules for the amphitheater. Dick reviews the financial report for Erickson Park including the grants and the expenses that are eligible and those that are not. Dick recommends that the bike trail not be covered by grant money and be funded through donations instead. Of the \$1,861,022.09 total, there is approximately \$288,000 left to raise.
6. Approve Claims. Claims reviewed. **Motion by Berg/Muenich to approve claims of \$41,550.43. Motion passed.**
7. Park Board Members' Concerns or Comments. Discussed how nice it is to have items emailed so they can be reviewed prior to meeting, timeline of duck pond and parking lot. Beth encourages all to visit Erickson Park as it looks great with the work that has been done to date.
8. Adjournment. **Motion by Muenich/Hoekstra to adjourn at 7:52 p.m. Motion passed.**

Submitted by:

Audrey Stowell, Secretary