

PARKS, RECREATION & FORESTRY BOARD MEETING  
Tuesday, November 14, 2023

1. Call to order by Beth Arneberg at 6:00 p.m.  
Roll Call: Members Present: Audrey Stowell, Justin Agnew, Travis Siebert, John Abbe, Beth Arneberg and Heather Martell  
Absent: Reggie Geissler  
Staff present: John Jimenez and Jack Haye
2. Approval of Minutes: October 10, 2023. **Motion by Siebert/Agnew to approve minutes of October 10, 2023. Motion passed.**
3. Personal Appearances by Citizens. Cindy Welk from The Snout is present. From 2013 to 2021, the Snout has raised funds in the amount of \$31,015.06 for animal enrichment. They have paid for many of the enhancements for the zoo animals. She notes that funds were given in 2021 for a platform for the bears that has not yet been installed. Today she presents a check for the remainder of the funds raised, \$10,276.58, with the stipulation that it be used for animal enrichment only within one year's time. If the funds haven't been spent by 11-14-2024, she requests the funds be returned to her. She thanks the patrons and the community for their donations. The Board thanks Cindy and the Snout as well for their support and donations to this cause over the years.  
Reggie arrives during the above presentation.
4. Discuss/Consider Special Event Applications. **Motion by Siebert/Geissler to approve special event application for ALS Walk on 06-09-24 as presented. Motion passed.**
5. Discuss/Consider
  - a. Potential Service Project. Allison Schwab presents her NHS service project Sunshine Pantries. Her project involves four small pantries (similar to library boxes) filled with food items placed in parks throughout the city to help with food scarcity in City of Chippewa Falls. She has partnered with multiple groups to keep these boxes filled year-round for the next five years. Discussed placing the boxes at Allen, Buchanan, Alexander McBean, and LC Stanley Parks. **Motion by Martell/Siebert to approve Schwab's NHS Service Project as presented. Motion passed.**
  - b. Flag Hill Phase II Update. John reports that the cost for playground equipment has increased. He has asked Ayres to procure a design for a playground with the funds we have with the potential for expansion should additional funds become available in the future. Also discussed the stairs project and addition of a flag pole.
  - c. Jefferson Entrance Pillars Update. John has received some updated quotes. **Motion by Arneberg/Geissler to accept plan for contractor to demo, rebuild with new stone, minus the outside pillars, and add lights**

to remaining four pillars at a cost up to \$113,000 (including electrical).  
**Motion passed.**

- d. Christmas Village Donations/Attire. After discussion, **motion by Arneberg/Martell to give Director discretion to spend any amount up to \$5,000 as decided by the Christmas Village Committee; any amount spent of \$5,000 or over to be approved by the Park Board. Motion passed.** John also discussed arrangement with The Chippewa Store where we purchase Christmas Village apparel up front, the apparel can then be sold at different outlets with proceeds being split between Christmas Village and the outlet. **Motion by Siebert/Abbe to authorize Director to purchase items for Christmas Village items to be sold. Motion passed.**
- e. Use of Irvine Park Donations to Cover Misc Contractual Maintenance. John sought clarification of whether donation funds could be used for repairs or maintenance if in a situation where the funds would be reimbursed. No action taken.

Heather leaves at this time.

- f. Zoo Brick Donations for Eric Duffenbach & Lorraine Westaby. John indicates Lorraine provides all of the animals for the petting zoo and Eric installs all of the bricks. He recommends an 8 x 8 brick for \$225.00 for each to be paid out of Zoo donations account. **Motion by Siebert/Stowell to purchase bricks in honor of Eric Duffenbach & Lorraine Westaby as presented. Motion passed.**
- g. Recreation Report. Jack summarizes his written report. There is a need for volunteers for Run for the Lights.
- h. Director Report. John reports he was asked to submit a zero increase budget. He reports all displays and lights are up for Christmas Village. New this year is a mailbox in front of the duck pond for mailing letters to Santa. New speakers were installed. There are also QR codes for cars and walkers to use to hear the history of the park.
6. Approve Claims. **Motion by Abbe/Siebert to approve claims in the amount of \$37,552.51. Motion passed.**
7. Park Board Members' Concerns or Comments. Justin suggested the Department do its own Facebook post regarding animals or other items that seem to be getting a lot of interest so that more accurate information is being given to the public. Justin also commented about the benefits of continuing to collaborate with other entities when planning for programming or activities for certain age groups. Reggie commented that a zero increase budget is difficult – budget should keep up with inflation to keep facilities maintained and updated. Reggie also asked and John explained how he keeps track of all the donations and specific requests, and when they are completed.
8. Adjournment. **Motion by Siebert/Abbe to adjourn at 7:57 p.m. Motion passed.**

Submitted by:  
Audrey Stowell, Secretary