

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, March 8, 2011
6:00 p.m.

1. Call to order by President Curt Stepanek.

Roll Call: Members Present: Curt Stepanek, Carmen Muenich, Jane Lardahl, Beth Arneberg, Heidi Hoekstra, and Dale Berg. Absent: Audrey Stowell.

Staff present: Bill Faherty, Dick Hebert, and Terry Johnson.

2. Approval of February 8, 2011, Minutes: **Motion by Carmen Muenich, seconded by Heidi Hoekstra, all present voting aye, to approve minutes of the February 8, 2011, meeting.**

Audrey Stowell arrived at this time.

3. Personal Appearances: None.

4. Communications.

- a. Marshall Park Master Plan Presentation – SEH. Brady Halverson of SEH gave a presentation of proposal for SEH's providing services to create a Marshall Park Master Plan, including cost for same. The Master Plan would guide future improvements.

Curt Stepanek leaves at this time.

5. Discuss/consider Special Event Applications.

- a. Boy Scouts Century Bike Ride – May 29, 2011. Brief discussion regarding request to waive fees, including need to adhere to policy to cover the added maintenance costs associated with large groups. Audrey asked if in lieu donation given, could an amount equal to reservation fee go to operations rather than the donation account. Bill indicated that could be done. Discussion that there is a need to pay the reservation fee, and if they choose to give an additional donation, that would be greatly appreciated. Dick indicated that it is a large group and both the pavilion and activity building needed to be reserved, as it cannot be rented out to anyone else during that time frame. No action taken, as application has not yet been received.

- b. Big Brothers/Sisters – Wed., July 27, 2011. Application for Big Brothers/Sisters to use Main Pavilion for their annual picnic. The time would be from 5-7. They estimate 150 people to attend from Chippewa, Eau Claire & Dunn programs. Discussion regarding waiving fee. **Motion by Heidi Hoekstra, seconded by Jane Lardahl, all present voting aye, to approve application as long as reservation fee is paid.**

- c. Downs Syndrome Run Thru Irvine Park – Sat., June 4, 2011. This is a run that is gathering at the Fairgrounds and runs through the park. Bill will be meeting with the group representative to discuss any plans to block off park streets. A Street Use Permit Application was completed. Bill has

requested that the form be revised to include notification to Parks & Rec Dept. when streets in the Park are being used.

- d. Chippewa Falls Baseball. Chippewa Falls Baseball has requested use of Marshall Park field again for t-ball this year. Maintenance issues discussed. Bases need to be replaced & distances corrected, and infield needs to be dragged, etc. This field is used by Special Olympics and is open to the general public at all other times. Discussed Park staff preparing field at the beginning of the year. Bill would be discussing with Chippewa Falls Baseball maintenance of the fields thereafter.

Dale Berg leaves at this time.

6. Discuss / Consider:

- a. Personnel Report. Part-time people have been hired to fulfill hour requirements for full-time people we've lost. Discussed reducing our animal herd – deer & ducks specifically - to decrease costs of feeding and associated staff time.
- b. Recreation Report. No report.
- c. Park Maintenance Report. Bill reports that bathroom floors are being redone with an epoxy to reduce maintenance costs. This cost is being covered with donation funds. Bill also reports that trees are being cleaned up in the Park and a planting program will be put in place by our new employee, who is an arborist. Audrey asked whether Bill would be meeting with baseball team that will be using Gannon Field this year to discuss maintenance and improvements as discussed in the past.

7. Update Reports.

- a. 2011 Budget. No report.
- b. Gaylord Howard Estate. There is \$80,000 that we are yet to receive, but these funds are outside of the estate process.
- c. Irvine Park Zoo Plan. No report.

8. Approve Claims. **Motion by Heidi Hoekstra, seconded by Audrey Stowell, all present voting aye, to approve claims of \$24,908.68.**

9. Board Member comments or concerns. Carmen asked about Kell's Corner. Bill reports that there are plans that we should review. Carmen also asked what the plan was for approving one of the bids for creation of a Marshall Park Master Plan, whether this should be a special meeting or just on the general agenda. Brief discussion followed; no definite plan made.

10. Adjournment. **Motion by Carmen Muenich, seconded by Heidi Hoekstra, all present voting aye, to adjourn.**

Submitted by:

Audrey Stowell, Secretary