

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, April 12, 2011
6:00 p.m.

1. Call to order by President Curt Stepanek.
Roll Call: Members Present: Curt Stepanek, Audrey Stowell, Carmen Muenich, Jane Lardahl, Heidi Hoekstra, and Dale Berg. Absent: Beth Arneberg.
Staff present: Bill Faherty and Dick Hebert.
2. Approval of March 8, 2011, Minutes: **Motion by Jane Lardahl, seconded by Carmen Muenich, all present voting aye, to approve minutes of the March 8, 2011, meeting.**
3. Personal Appearances: None.

Beth Arneberg arrives at this time.

4. Communications. Bill acknowledged his resignation and expressed how much he has enjoyed his work here. His last day will be May 31. May's meeting will be held on Wednesday, May 11, at 6:00 p.m. to accommodate Bill's schedule, as this will be his last meeting.
5. Discuss/consider Special Event Applications.
 - a. Chippewa Valley Century Ride – May 29, 2011. Application has been submitted. It is their intention to provide a donation again, depending upon how much money is raised. **Motion by Carmen Muenich, seconded by Dale Berg, to approve the special event application for the Chippewa Valley Century Ride on May 29, 2011.** Discussion followed. Jane asked if an amount equal to reservation shouldn't go to general fund vs. donation to cover maintenance costs. **Motion amended by Carmen Muenich, seconded by Dale Berg, to include that of the donation given, an amount equal to the reservation fee will be deposited in the general fund with any amounts over and above being deposited in the donation account. Motion carried with all present voting aye.** Bill will confirm what facilities are going to be used and reserved.
 - b. Party in the Park by Vineyard Valley Church. This event was held for the first time last year without any problems. This event is open to the public; there is no fee charged or funds raised. Bill received the application after agenda set, so it will be placed on next month's agenda. Because they are not reserving or using any shelters, there is no reservation fee; however, Bill will explore whether it is possible for them to provide even a small donation to cover extra maintenance costs.
6. Discuss / Consider:
 - a. Approve/Disapprove Marshall Park Master Plan. Discussion regarding importance of having a Master Plan for Marshall Park. Discussion that both SEH and Ayers have given presentations in the past. Discussion

also included the floodway, coordinating the Master Plan of Marshall Park with the River Front Park plan, the timing of proceeding given Bill's retirement, and SEH's possible future investment in the City. **Motion by Dale Berg, seconded by Carmen Muenich, to accept the bid of SEH for the Marshall Park Master Plan for \$9,850.00. Discussion followed. Motion passed on the following roll call vote: Aye: Stepanek, Berg, Muenich, Hoekstra, Lardahl. Nay: Arneberg and Stowell.**

b. Personnel Report. Council will be discussing the organizational chart of department and what options are. Bill indicates that he will be providing input and he feels that continuing with a development and fundraising position is key. Part-time people have been hired for the summer.

c. Recreation Report.

i. Martial Arts Program Update. Dick Hebert indicates one session was held this February. It was very well received. They would like to run another session this summer. This is a self-supporting program, and there were no objections.

Dick further reports that the soccer program has 300 kids and will run from April 16 to May 26. Gymnastics and swimming lessons will also be starting. Summer registration will begin on April 30.

d. Park Maintenance Report. Bathroom floor project has been completed. This will help with maintenance. The train shelter is nearly complete. It was matched nicely. Also, all equipment is ready to go. Bill reports that the ducks are in the pond, all of the whitetail deer will be removed, and four new whitetail and three yaks will be brought in. Bill indicates that they will be leaving the park open until 8:00 p.m. starting in the next week or so. Bill reports that Regis has rented soccer fields at Casper Park. Also, bandshell wiring is done. Jim Erickson did a fantastic job. Wood chips will also be placed around. Rededication ceremony recognizing all contractors discussed. Bill Faherty also passed out the endowment fund balances and tentative schedule for Music in the Park. The first benches for the bandshell will be coming and be available for sale soon. Also, Bill states all the old tables need to be removed from the Park.

7. Update Reports.

a. 2011 Budget. No report.

b. Gaylord Howard Estate. We received the final check of \$166,000. There are still household items and the car to sell. **Motion by Carmen Muenich, seconded by Heidi Hoekstra, all present voting aye, to proceed with selling the car by putting on Craigslist or any other appropriate means.** Discussed other items. **Motion by Heidi Hoekstra, seconded by Curt Stepanek, all present voting aye, to proceed with donating of all clothing to Veterans group, offering Starting Points the opportunity to have any household items, and otherwise disposing of all other items in our possession, with the exception of**

specific pieces requested by Melody Glenn, the personal representative, which will be given to her.

- c. Irvine Park Zoo Plan. No report.
8. Approve Claims. **Motion by Heidi Hoekstra, seconded by Carmen Muenich, all present voting aye, to approve claims of \$22,753.34, \$6,617.98 of which were paid prior to the meeting.**
9. Board Member comments or concerns. Donation Fund Report distributed. Beth asked about resolution regarding not developing North End of Park. Carmen asked about the Board's input into the Council's decision concerning Bill's position. Jane indicates that the council welcomes all input. Notification of upcoming meetings discussed. **Motion by Carmen Muenich, seconded by Dale Berg, all present voting aye, to have the Park Board involved in the decision-making process of all items affecting the Parks & Rec. dept.**
10. Adjournment. **Motion by Carmen Muenich, seconded by Heidi Hoekstra, all present voting aye, to adjourn.**

Submitted by:

Audrey Stowell, Secretary