

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, September 13, 2011
6:00 p.m.

1. Call to order by President Curt Stepanek.
Roll Call: Members Present: Curt Stepanek, Beth Arneberg, Carmen Muenich, Jane Lardahl, Heidi Hoekstra, and Dale Berg. Absent: Audrey Stowell.
Staff present: Dick Hebert and Reid Fieber.
2. Approval of August 9, 2011, Minutes: **Motion by Carmen Muenich, seconded by Heidi Hoekstra, all present voting aye, to approve minutes of the August 9, 2011, meeting.**
3. Personal Appearances. None.
4. Communications. None.
5. Discuss/consider Special Event Applications.
6. Walk While We Wait. Jessica Bergeman of 618 Dover appeared and discussed her special event application. After discussion, **motion by Carmen Muenich, seconded by Dale Berg, all present voting aye, to approve Ms. Bergeman's application for a Walk While We Wait adoption event with the standard fee charged.**
7. Discuss / Consider:
 - a. Ad Hoc Committee Recommendations. Discuss simplifying ad hoc committee recommendations. An additional meeting will be held on October 25 to prioritize and simplify recommendations of Ad Hoc Committee. After discussion, **motion by Beth Arneberg, seconded by Dale Berg, all present voting aye, to unanimously support a full-time director position and the Board's unanimous recommendation to hire Richard Hebert as full-time Parks & Rec Director.**
 - b. Marshall Plan Site Plan. Brady from SEH presented the Preliminary Master Plan. Discussion. Projects will be prioritized and presented in November.

Audrey Stowell arrived at this time.
 - c. Introduction Reid Fieber – temporary Recreation Supervisor. Dick introduced Reid Fieber. He has been hired as temporary Recreation Supervisor. He has a degree in Recreation and Tourism from Winona.
 - d. 2012 Department Budget. The 2012 budget was distributed. Dick indicated overall 0% increase for 2012. Lynne will complete the wages portion. Dick reports the advertising line will be higher as the Herald can no longer print the Herald, and they had been getting advertisers for us. Dick has contacted Leader Printing for a quote for future issues.

- e. Kell's Corner Improvements. Dick reports that the engineering department should be doing the engineering for the road. Also, staff will contact the street department to do the washout area as they have time. The new fencing is up.
- f. Main Pavilion Improvement Project. The contractor will start this week.
- g. Director Report. Dick has met with the Rutledge and Casper Foundations. Christmas Village set-up dates will be October 8, 15, and 22. Volunteer groups on these days will include school groups. Volunteers will set up displays on November 12. Christmas Village will open on Thanksgiving Day.

Dick also reports that he would like to keep the park open on weekends through the fall. This is dependent upon weather, of course. Current plan would be that it would be closed at the zoo starting the October 29 weekend.

The Country Inn & Suites CARES will benefit the Friends of Irvine Park Zoo. This event takes place on Saturday, November 5, at 6:00 p.m.

Dick also briefly discussed Waymarking and the Free Library. These are projects that will be coordinated with Main Street, the Chamber, and the Library Board.

Dick also reports that NAFA has contacted him to return to Chippewa Falls in 2012. While this tournament benefits the Chippewa Valley as a whole, Dick doesn't feel the City is in a position to run such a tournament, although we would certainly be willing to be a host site.

- h. Recreation Report. Reid reports that soccer has started. This program is for ages 4-13, and there are 280 kids participating. Swimming lessons and gymnastics registrations are ongoing. Adult fall softball is taking place. There are a total of 18 teams. Registration for adult basketball and volleyball leagues are taking place; seasons will run from late October to February/March.
 - i. Park Maintenance Report. Staff is putting together work project lists and prioritizing them.
 - j. Zoo Report. Wipfli volunteers will be painting the tiger and cougar displays. Also, finalizing brick inventory.
8. Update Reports.
 - a. Gaylord Howard Estate. No report.
 9. Approve Claims. **Motion by Carmen Muenich, seconded by Curt Stepanek, all present voting aye, to approve claims of \$7,319.83 paid prior to meeting and \$28,107.89 for total claims of \$35,427.72, contingent upon clarification of amount to Gordy's.**
 10. Board Member comments or concerns. None.

11. Adjournment. **Motion by Curt Stepanek, seconded by Heidi Hoekstra, all present voting aye, to adjourn.**

Submitted by:

Dick Hebert &
Audrey Stowell, Secretary