

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, December 12, 2017

1. Call to order by Beth Arneberg at 6:03 p.m.
Roll Call: Members Present: Audrey Stowell, Dale Berg, Carmen Muenich, Beth Arneberg, Nate Seckora and Rob Kiefer. Absent: Heidi Hoekstra.
Staff present: Dick Hebert and Josh Kriesel.
2. Approval of November 14, 2017, Minutes: **Motion by Kiefer/Seckora to approve November 14, 2017, minutes. Motion passed.**
3. Personal Appearances By Citizens. None.
4. Discuss / Consider Special Event Applications: None.

Heidi Hoekstra arrives.

5. Discuss/Consider:
 - a. Discuss Riverfront Park. Jayson Smith gives an update on the project. Heartland was the low bidder for Phase 2. They eventually withdrew, and Chippewa Concrete, who was the next lowest bidder, came in and is doing the work at Heartland's bid amount. Chippewa Concrete has done a fantastic job and started right away once the contract was signed. The underground work is done, some surface work and some landscaping is done also. Work will start up again in Spring. Huffcutt will be providing bathrooms and maintenance buildings from its new plant. We were awarded a 50% grant for the bathrooms and picnic pavilions worth \$281,000. He also discussed food truck and picnic pavilion locations and the stage area. As Board members have expressed concern about speed of traffic at the roundabout, Police Chief Kelm has presented Dick with five options. Dick will advise Chief Kelm that we would like to try the no-cost options first. Rick Rubenzer will also look into use of amber lights. Educating pedestrians to use cross-walks was also discussed. Dick thanks Jayson for his work with the Parks, Rec & Forestry Dept. and expresses what an honor it's been to work with him over the years.
 - b. Discuss Improvements to Welcome Center. Dick Hebert presents the financial report for the project. Revenues and expenditures were reviewed. Dick also went through proposed high priority expenditures, which are snow dams, fencing between outside exhibits, technology inside the Welcome Center, tables and chairs (which will be an in-kind donation from Spectrum), freezer, refrigerator, and AED. Dick also presented proposed projects.
Motion by Kiefer/Arneberg to request CBSquared to proceed with construction documents and bidding for the Welcome Center Parking Lot and Street Improvements, Duck Pond and Swale Improvements, and Bison Barn Parking Lot projects with Bison Barn Parking Lot being bid as an alternate. Motion passed.
 - c. Discuss Erickson Park Improvement Project. Dick Hebert reports that a lead paint, asbestos and hazardous materials study does need to be done at the

frozen food locker. This will cost \$1,800. Dick distributes Ayres' contract. **Motion by Kiefer/Stowell to approve contract with Ayres for assessment of asbestos, lead based paint and hazardous materials at the former frozen food locker contingent upon funds from Erickson Park Pass-thru Account for \$1,800. Motion passed.** Ron Bakken states \$208,000 is left to raise.

- d. Recreation Report. Josh Kriesel presents the pool report. Attendance was not as good as last year; the weather was cooler. He also gave report on Run for the Lights; there were 398 participants. Profit for this year was \$4,834.30.

Audrey Stowell left.

- e. Director Report. Dick Hebert reports on Forestry and the DNR grant. Staff is concentrating on East Hill trees now, going door to door discussing ash trees and whether homeowners wish to treat their trees. Dick states the Lights look great and staff and volunteers did an amazing job.
6. Approve Claims. Claims reviewed. **Motion by Kiefer/Hoekstra to approve claims of \$78,180.74. Motion passed.**
7. Park Board Members' Concerns or Comments. Would like to discuss fees for food trucks and Welcome Center rental next month.
8. Adjournment. **Motion by Muenich/Kiefer to adjourn at 7:50 p.m. Motion passed.**

Submitted by:

Audrey Stowell, Secretary and
Josh Kriesel