

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, March 13, 2018

1. Call to order by Beth Arneberg at 6:00 p.m.
Roll Call: Members Present: Audrey Stowell, Dale Berg, Carmen Muenich, Beth Arneberg, Heidi Hoekstra, Nate Seckora and Rob Kiefer.
Staff present: Dick Hebert and Josh Kriesel.
2. Approval of February 13, 2018, Minutes: **Motion by Hoekstra/Berg to approve February 13, 2018, minutes. Motion passed.**
3. Personal Appearances By Citizens. None.
4. Discuss / Consider Special Event Applications: There are three special event applications. These are renewals for events that have occurred in the past: Journey on Janna. Wine & Dine at Irvine, and Pure Water Days RiverFest. Dick Hebert recommends approved with past practice with the exception that it be noted that should Pure Water Days RiverFest occur at Riverfront Park instead of Allen Park, there will be an additional fee. **Motion by Arneberg/Kiefer to approve special event applications as presented. Motion passed.**
5. Discuss/Consider:
 - a. Presentation of a Concept for a Military Educational Tribute. Scott Sullivan presents a Veteran's Educational Tribute in Irvine Park Proposal. **Motion by Berg/Hoekstra that project is acceptable with the location to be decided at a later date. Motion passed.**
 - b. Discuss Erickson Park Improvement Project Ron Bakken and Chris Silewski of Ayres present the financial report and bid tabulation for the Erickson Park project. **Motion by Kiefer/Berg to recommend the City Council approve the base bid of Haas Sons, Inc. of \$1,592,268.25 with alternate bid for the addition of the Ashley Lane extension of \$23,143.75 for a total bid amount of \$1,615,412.00. Motion passed.** This amount includes a \$30,000 donation from Haas Sons, Inc.
 - c. Discuss New Duck Pond/Duck House Swale and Parking Lots in Irvine Park Construction Administration Fees. Dick Hebert reports that we have not contracted for construction administration fees in the above project. **Motion by Muenich/Hoekstra to contract with CBS Squared for construction administration fees in the amount of \$5,062.50 for the Duck Pond/Duck House Swale and parking lots project. Motion passed.**
 - d. Discuss new Ski/Walking Trail Bridges in Irving Park. Chad Oster of CBS Squared discusses proposal by Anderson Bridges for three pedestrian bridges for \$34,000.00. Construction administration fees of CBS Squared would be \$4,000.00. Dick Hebert reports that the total project cost is \$46,300.00 with design costs. The amount of \$5,350 has already been paid for design leaving \$2,950. After applying the interest from the Irvine Park Endowment Fund in the amount of \$26,293.00, there remains \$14,657.

Motion by Arneberg/Seckora to pay remaining amount of \$14,657 from the Irvine Park Donation Fund. Motion passed.

- e. Discuss Improvements to Welcome Center. Dick Hebert reports that the TV has been ordered as well as the refrigerator and freezer. Beth Arneberg reports that the timeline is also in progress.
- f. Discuss Riverfront Park. Discuss need to establish rental fees.

Carmen Muenich left the meeting

- g. Discuss Outdoor Pool Season Family Pass Rules, Guidelines & Fees. Josh Kriesel presents information from Eau Claire and Menomonie pools and discusses options. Discuss charging \$120.00 for family of four with \$5.00 per person thereafter and City Resident discount.
 - h. Recreation Report. Josh Kriesel reports that volleyball and basketball leagues are done. He has started hiring process for summer programming.
 - i. Director Report. Dick Hebert reports that emerald ash borer efforts are going well and he is very thankful the tree inventory was done and that the community is being proactive.
- 6. Approve Claims. Claims reviewed. **Motion by Kiefer/Berg to approve claims of \$40,970.55. Motion passed.**
 - 7. Park Board Members' Concerns or Comments. Discussed requesting totem pole be returned to the Park.
 - 8. Adjournment. **Motion by Seckora/Hoekstra to adjourn at 7:35 p.m. Motion passed.**

Submitted by:

Audrey Stowell, Secretary