

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, May 13, 2014

1. Call to order by Beth Arneberg at 6:03 p.m.
Roll Call: Members Present: Audrey Stowell, Dale Berg, Beth Arneberg, Heidi Hoekstra, Curt Stepanek, Rob Kiefer and Carmen Muenich.
Department Staff present: Dick Hebert and Tommy Eisenhauer.
2. Approval of April 8, 2014, Minutes: **Motion by Berg/Hoekstra, to approve the April 8, 2014, minutes.** Motion carried.
3. Personal Appearances By Citizens. Larry Bentz, who resides on the West Hill appeared and asked the Park Board to consider converting Buchanan Park to a pickle ball court. He indicates Eau Claire recently put in six courts at McDonough Court, and it has been extremely popular. Dick will look into cost and we will discuss at a future meeting.
4. Discuss / Consider Special Event Applications: None.
5. Discuss/Consider.
 - a. Crescendo Consulting Community Assessment Study Report for the proposed Irving Park Welcome Center / Small Mammal / Aviary Building. Crescendo Consulting gave a presentation on the community assessment study. They listed the benefits of the project, key issues, and favorable factors. The challenging factors are that \$3 million is one of the largest goals for our community, financial gift from the City toward the campaign is unknown, and the operating expense is not solidified. Recommendations included that there be an early City gift to the campaign, a strong Case for Support be prepared, the Board consider establishing an endowment fund for annual operating support, and to establish a steering committee. Discussed making a presentation to the Committee of the Whole.

This agenda item will be discussed later in the meeting.
 - b. Presentation by UW-EC Irvine Park History completed projects. Dr. Mann and students from UW-EC discussed the projects they have completed including updating the artifact inventory, digitizing materials, updating the collections policy, and writing a brief history of the Park. They showed the documentary and power point that we will be able to use in the Welcome Center in the future. This has been a win-win endeavor for the community and the students.
 - c. Discuss bids for architectural fees for the outdoor bathhouse roof. The scope of services was provided to SEH and CBS². CBS²'s bid was \$4,460; SEH was \$11,975. Dicks' recommendation was to award the bid to CBS². **Motion by Rob Kiefer/Carmen Muenich, to hire CBS² to**

provide architectural services for the outdoor bathhouse roof as outlined in the scope of services at a cost of \$4,460.00.

- d. Discuss metal detecting in City Parks. Currently, there is no policy concerning metal detecting in City parks. Hoekstra is concerned about the ownership of items found and holes left behind. Kenny Briggs from 3-Season Treasure Hunters discussed the club and their policies. Dick will put together a policy with Mr. Briggs concerning metal detecting in City parks.

The Board returned to the first agenda item and discussed the community assessment study report of Crescendo Consulting. After discussion, **motion by Dale Berg/Carmen Muenich to authorize the Parks & Recreation, & Forestry Director and Park Board President to sign a contract with Crescendo Consulting to continue with Phase 2 & 3 of the capital campaign with consulting fees & costs up to \$130,000 to be paid from the campaign funds.**

- e. Director's Report. Dick Hebert indicates that one of the employees has had back surgery and is not expected to return until the end of July. This has caused a delay in getting some of the spring items completed. There is a lot of brush along some of the roadways, but that will be picked up before the scheduled runs. He discusses the new animals and babies. There was an incident of kids in the park after midnight. They were loud, and the police were called. The Main Pavilion has a new aluminum crown on top. The check from the Thorpe Foundation was received and placed in a special revenue account. Also discussed challenge of memorials and having a printed wish list for those wishing to provide funds in memorial of a loved one.

6. Approve Claims. **Motion by Muenich/Kiefer, to approve claims of \$43,862.21.** Motion carried.
7. Board Member comments or concerns. Beth reports that it will be Curt Stepanek's last meeting. He is stepping down after 21 years of service on the Board. Beth thanked him for his time and service. Dick will have a brick made in his honor. Curt indicated he was honored to serve and has found it to be an educational experience. Carmen mentions that there is a Zoo Fundraiser Ride at The Snout this Saturday at 11:00 a.m.
8. Adjournment. **Motion by Muenich/Kiefer, to adjourn at 8:05 p.m.** Motion carried.

Submitted by:

Audrey Stowell, Secretary