

PARKS, RECREATION & FORESTRY BOARD MEETING  
Tuesday, August 12, 2014

1. Call to order by Beth Arneberg at 6:01 p.m.  
Roll Call: Members Present: Audrey Stowell, Beth Arneberg, Heidi Hoekstra, Rob Kiefer, Carmen Muenich, and Dale Berg. Members Absent: Nate Seckora.  
Department Staff present: Dick Hebert.
2. Approval of July 8, 2014, Minutes: **Motion by Carmen Muenich/Rob Kiefer, to approve the July 8, 2014, minutes.** Motion carried.
3. Personal Appearances By Citizens. None.
4. Discuss/consider Special Event Applications.
  - a. *Breakfast in the Park & Plant Sale – September 13, 2014.* Tammy Bowe presented on behalf of the Spanish Club. Spanish students will be travelling to Costa Rica and looking to do a fundraiser in the park on Saturday, September 13, from 9 – 2 in the Flag Hill area. There is a suggested donation of \$5.00 for breakfast and there will also be a perennial plant sale. **Motion by Carmen Muenich/Heidi Hoekstra to approve the application with appropriate fees. Motion carried.** Dick indicates if the weather is bad, they should contact him.  
Nate Seckora arrives.
  - b. *Special Event Renewals.* Fall Frolic by McDonnell has submitted its special event application. This is a repeat event. **Motion by Beth Arneberg / Rob Kiefer to approve the special event applications as presented. Motion carried.**
5. Discuss/Consider.
  - a. Outdoor Bathhouse Roof Project. Chad Oster and Bob Sworski of CBS<sup>2</sup> indicate no bids were received for the roofing project. The project does need to be bid out. They recommend we re-bid it either this fall or next spring with a spring completion date. Discussed bidding in February with acceptance of bid in March.
  - b. Discuss Welcome Center / Small Mammal / Aviary Building. Dick reports that the Capital Campaign is trying to determine a campaign goal. In order to take care of unknowns, Bob Sworski & Chad Oster recommended having inspections for asbestos & lead paint and soil borings. **Motion by Rob Kiefer / Nate Seckora to have CBS<sup>2</sup> prepare scope of services for asbestos and lead paint inspections as well as soil borings. Motion carried.**

- c. Discuss Department Playground Equipment. Dick distributed the recommendations of Lee Recreation, which was completed after review of all of our parks. The playground equipment at Thaddeus Pound is in the process of being replaced. The two parks that need attention next are Irvine Park & Grand Avenue.
  - d. Director's Report. Dick Hebert reports that he will be gone for the September meeting. He indicates that the installer we have been using for the zoo bricks has relocated. Dick suggests suspending brick sales after Labor Day until the installation of the bricks can be addressed. He also distributed the Case Statement and FAQ's for the Capital Campaign. Dick also reports that Courtney Everett will be doing a week-long series on the zoo starting next week.
  - e. Recreation Report. No report.
  - f. Irvine Park Update. Covered during Director's report.
  - g. Zoo Update. Covered during Director's report.
6. Approve Claims. **Motion by Carmen Muenich/Rob Kiefer, to approve claims of \$85,271.03.** Motion carried.
7. Board Member comments or concerns. Carmen Muenich asks about the condition of the old ice house across from Glen Loch and discusses using that area for snowshoe trails.
8. Adjournment. **Motion by Carmen Muenich/Dale Berg, to adjourn at 6:58 p.m.** Motion carried.
9. Park Board Annual Picnic.

Submitted by:

Audrey Stowell, Secretary