

PARKS, RECREATION & FORESTRY BOARD MEETING  
Tuesday, December 9, 2014

1. Call to order by Beth Arneberg at 6:04 p.m. at City Hall Basement Auditorium.

Roll Call: Members Present: Dale Berg, Beth Arneberg, Heidi Hoekstra, Carmen Muenich, Rob Kiefer, and Nate Seckora. Member Absent: Audrey Stowell.

Department Staff present: Dick Hebert, Tommy Eisenhauer.

2. Approval of November 11, 2014, Minutes: **Motion by Rob Kiefer/Nate Seckora to approve the November 11, 2014, minutes.** Motion carried.

3. Personal Appearances By Citizens. None.

4. Discuss/consider Special Event Applications. None.

5. Discuss/Consider.

- a. Irvine Park Welcome Center / Small Animal / Aviary Building

- i. Discuss hiring CBS<sup>2</sup> to Complete Design Development & Construction Documents
- ii. Discuss hiring a construction manager

Audrey Stowell arrives at this time.

Bob Sworski gives presentation and provides a third-party hand-out describing the differences between a general contractor and a construction manager. CBS<sup>2</sup> is ready to move into the design development & construction documents phase. Capital campaign is going well. Bob does recommend separating into two parts, separating the precasts from the rest of the project. Project is on schedule to begin Labor Day 2015 and be completed Memorial Day 2016. Discussion included hiring a construction manager, expected involvement and reporting of participants, having a subcommittee handle decisions that arise during construction, and insurance issues during construction.

**Motion by Dale Berg/Rob Kiefer to have CBS<sup>2</sup> proceed with design development and construction documents at a cost not to exceed a total of \$91,450.00. Motion carried. Motion by Carmen Muenich/Heidi Hoekstra to hire a construction manager and hire CBS<sup>2</sup> to prepare bidding documents for hiring a construction manager. Motion carried. Motion by Heidi Hoekstra/Dale Berg to appoint Rob Kiefer and Beth Arneberg to serve on a subcommittee with Dick Hebert during the project's construction. Motion carried.**

- b. Discuss Buchanan Courts Improvement Project. Dick Hebert distributed the construction costs projection for the pickle ball and basketball courts. The City Street Dept. and Park Dept. staffs have done a lot of the work this fall, saving \$7,359.00 in project costs. The City will contribute \$37,585.00 for asphalt, painting, backboards, fencing, etc. There will be an additional \$16,300 in expenses for nets & standards and to saw cut

courts & apply color coating. The pickle ball enthusiasts will be asked to raise the funds for this expense. This project will be bid out in early March.

- c. Update Handicap Fishing Pier Project – Ron Bakken. Phil Johnson of Ayres presents on this project. He indicates that they have taken a broader look and come up with a couple of options. He discussed the possibility of having 2 fixed piers instead of the floating pier, different parking layouts, etc. He also presented ideas for long-range uses in the surrounding area such as snowshoe and/or mountain bike trails, sledding hill, etc. The fishing group views the essential elements of the project as the pier, parking & pathways. They are looking for good fishing that would accommodate groups of approximately 35 people who have limited abilities. There would also be a launch area for kayaks/canoes, portable bathrooms, etc. They anticipate the project being built without any monetary contribution from the City. Also, they do not want this project to be a burden to the City in the future and are keeping maintenance costs in mind during the design phase. Discussion that the road into the area is a City street and, as such, is maintained by the City. The Board expressed concern about future costs and discussion included using volunteers and raising funds to be set aside for future maintenance costs. Johnson indicates that the group is ready to proceed with developing a preferred plan, verifying grades, reviewing the plan with the DNR, developing a 3D model, and reviewing with design committee and then hope to be back in February 2015. Dick Hebert reports that there may be historical value to the ice house. The group does not believe they would be able to raise the funds to restore the ice house. Possible restoration and the cost of that are still being investigated. Hebert will also review the boundaries of the Park and check for any restrictions.
  - d. Discussing Improving Park Facilities Signage. This discussion was tabled.
  - e. Directors Report. Beth reports that there is an individual who has agreed to redesign our Department logo and would be able to start working on that in January.
6. Approve Claims. Claims and donation accounts were presented. **Motion by Nate Seckora/Rob Kiefer, to approve claims of \$65,783.29. Motion carried.**
7. Board Member comments or concerns. Hoekstra commented on the Erickson Park fishing pier project. She would like to see the hardwoods looked at for harvesting, an environmental impact study, estimates of cost of road improvements, and an opinion concerning any additional liability from the city attorney. Dick Hebert will have Joe Wedemeyer look at the hardwoods, find out about the road, and discuss with the City attorney.

8. Adjournment. **Motion by Carmen Muenich/Rob Kiefer, to adjourn at 8:42 p.m. Motion carried.**

Submitted by:

Tommy Eisenhauer, Recreation Supervisor

Audrey Stowell, Park Board Secretary