

PARKS, RECREATION & FORESTRY BOARD MEETING  
Tuesday, June 9, 2015

1. Call to order by Beth Arneberg at 6:00 p.m.  
Roll Call: Members Present: Audrey Stowell, Carmen Muenich, Dale Berg, Beth Arneberg, Heidi Hoekstra, Rob Kiefer and Nate Seckora.  
Staff present: Dick Hebert and Tommy Eisenhauer.
2. Approval of May 12, 2015, Minutes: **Motion by Dale Berg, seconded by Heidi Hoekstra, to approve the May 12, 2015, minutes. Motion carried.**
3. Personal Appearances By Citizens. None.
4. Election of Officers:
  - a. President. Motion by Heidi Hoekstra / Dale Berg to nominate and cast a unanimous ballot for Beth Arneberg as President. No other nominations. Nominations closed. Motion carried.
  - b. Vice President. Motion by Carmen Muenich / Rob Kiefer to nominate and cast a unanimous ballot for Dale Berg as Vice President. No other nominations. Nominations closed. Motion carried.
  - c. Secretary. Motion by Dale Berg / Heidi Hoekstra, to nominate and cast a unanimous ballot for Audrey Stowell as Secretary. No other nominations. Nominations closed. Motion carried.
5. Discuss / Consider Special Event Applications:

Dove Healthcare Company Picnic – July 24, 2015. Dick Hebert presents this application and indicates that it qualifies as a special event because they have inflatables. They do pay the application, rental fee, and list the City as an insured. Motion by Dale Berg / Heidi Hoekstra to approve special event application as presented.
6. Discuss/Consider:
  - a. Irvine Park Fiber Network Connectivity. Andy Bauer is present and presents the proposal by CCI Systems. The proposal has been split into three phases. Running fiber from 124 to the Welcome Center will cost approximately \$66,000, from the Welcome Center to the Bear / Cat dens is approximately \$21,500, and from the Bear / Cat dens to the maintenance building is approximately \$30,000. Dove Healthcare has agreed to partner on this project and will cover 30% or up to \$10,000 for the third phase. They will then be able to continue the fiberoptic up to the Rutledge Home. Carmen raised concerns and there was discussion about fiberoptic becoming obsolete and replaced with other technology. Andy felt that would not be happening any time soon. He is recommending fiberoptic for security and the band width. Also, the welcome center would be using card access which requires fiberoptic. There will be WiFi in the welcome center with the opportunity to expand that throughout the park. The City currently pays an annual fee for maintenance to the County, and Andy felt it would be feasible

to maintain this portion as well and did not anticipate a large increase in fee. Dick Hebert recommends that we go forward at this time with the first phase, with that phase being paid out of the capital campaign. He would like phases 2 & 3 to be completed in the spring, being paid for out of the Irvine Park donation fund. If funds were available sooner, then it could be moved up. It was also discussed that the lead time for the fiber could possibly up to 18 weeks. **Motion by Dale Berg / Rob Kiefer to accept pricing of CCI for phase one out of capital campaign fund. Discussion regarding additional equipment costs. Motion carried.** Mayor Hoffman expressed that the IT support the City has been receiving from the County has been awesome.

b. Irvine Park Welcome Center/Small Animal/Aviary Building

- Discuss Bids for Phase Two, Building Build-Out.

CBS<sup>2</sup> reviewed the bids and discussed process. There were several scopes where we did not receive any bids. New bids will be accepted thru 07/02/15. We will have a special meeting that evening at 7:00 p.m. to review.

c. Fishing Pier Project in Erickson Park

- Create Draft – Memorandum of Understanding

Dick Hebert indicated that the project leaders had expressed concern that the City was not backing the project because of the inclusion of garbage and lawn maintenance by the group. Dick Hebert indicated that the only time the City really needs help is when the season workers are gone, so early spring and fall; otherwise, he sees no problem with taking those clauses out or modifying to include the word “assist.” Discussion followed. **Motion by Heidi Hoekstra / Carmen Muenich to table this until next month to obtain cost estimate.** After further discussion, the second and motion were withdrawn. **Motion by Beth Arneberg / Rob Kiefer to accept the memorandum of understanding with the elimination of paragraphs 3 b & 3 c. Motion carried.**

d. Discuss New Department Logo. Dick Hebert distributed a draft of possible logos. After discussion, for the letters, the Park Board preferred the first version but with with the department name in lower case letters and in a larger font. There was also a preference to use the leaf from #1 on the #2 logo graphic. Dick will email new proposal.

e. Park Signage. Will discuss when logo finalized.

f. Director’s Report. Dick Hebert reviewed various gifts to the Park; discussed new playground equipment, progress on the pickle ball court, and donated park land in the Flats. He indicated that the bathhouse looks great and thanked Joe Beaudette for doing a great job!

7. Approve Claims. **Motion by Carmen Muenich/ Rob Kiefer, to approve claims of \$97,775.53.** Discussion regarding team fee refunds. This was because one of the leagues did not have enough teams to continue. **Motion carried.**

8. Board Member comments or concerns. Heidi Hoekstra asked Dick Hebert what his plans were for the Rutledge Charities donation. He indicated that he would like to see it used for playground equipment at Grand Avenue, which is the next neighborhood park priority.
9. Adjournment. **Motion by Dale Berg / Carmen Muenich, to adjourn at 7:30 p.m. Motion carried.**

Submitted by:

Audrey Stowell, Secretary