

PARKS, RECREATION & FORESTRY BOARD MEETING  
Tuesday, October 11, 2016

1. Call to order by Beth Arneberg at 6:00 p.m.  
Roll Call: Members Present: Audrey Stowell, Rob Kiefer, Carmen Muenich, Beth Arneberg and Heidi Hoekstra. Absent: Dale Berg.  
Staff present: Dick Hebert and Josh Kriesel.
2. Approval of September 13, 2016, Minutes: **Motion by Muenich/Hoekstra to approve September 13, 2016, minutes. Motion carried.**
3. Personal Appearances By Citizens. None.
4. Discuss / Consider Special Event Applications:
  - a. United Way Community Block Party. Dick Hebert presents that the United Way Community Block party is an annual event, which is scheduled for Saturday, September 9, 2017. The Activity Building & Pavilion are both utilized and reserved. They should have a place to set up on Friday and store items overnight. Because this is a community event and not a fundraiser, Hebert proposes waiving the fee for the activity building on Friday. This past year, there were approximately 1,200 people who participated in the event. Parking concerns were discussed. It was also discussed that this is an event that may soon be too large to hold at Irvine Park. **Motion by Arneberg/Stowell to approve the event with past practice with the exceptions of waiving the reservation fee for the activity building on Friday and addressing parking concerns. Motion carried.**
5. Discuss/Consider:
  - a. Discuss Irvine Park Wayfinding Study. Phil Johnson and Thomas Ramsey of Ayres Associates present their findings so far. They are in the inventory and analysis stage of the study. They have reviewed behavioral, environmental, and operational elements; entrance destinations; activity areas; and circulation characteristics. They have identified the main thoroughfare in front of the zoo as one of the predominate-use areas and greatest vehicle / pedestrian conflict; they have also identified bear den road as being underutilized. From the Board, they sought characteristics and traits of how the community views the park, why they go and what they appreciate. They will utilize the answers in the design and development stage. Items discussed included limiting access at S, bear den road, neighborhood feel of Flag Hill, yearly number of vehicle use, and the need for off-road trail connectivity in the lower areas of the park. Dick Hebert will provide the vehicle use study done at the time of the capital campaign. The next step will be determining schematic design of signs, including style, color, material, font, hierarchy & wayfinding. Design development includes matrix of sign type and location as well as wayfinding report. Ayres will review schematic & design development and return in November. A final plan should be complete and discussed in December.

- b. Discuss Chippewa Riverfront Logo for Council Approval. Hebert presents the four logo options presented by the City. After discussion, #2 was selected for recommendation to the City Council.
  - c. Discuss Marshall Park Master Plan. Dick Hebert distributed the Marshall Park Master Plan that was developed in 2012. This should be reviewed as to the location of the skate park. There is a fundraising effort for improvements that will include putting down a new concrete pad. The future location of the skate park needs to be finalized before that takes place.
  - d. Recreation Report. Josh indicates that there have been some early entries for the Run for the Lights benefitting the Christmas Village. Adult volleyball and basketball leagues will be starting.
  - e. Director's Report. Dick Hebert highlights the many "Best Places" categories awarded to Irvine and other parks in Volume One.
- 6. Approve Claims. Claims reviewed. **Motion by Muenich/Kiefer to approve claims of \$125,757.10. Motion carried.**
  - 7. Park Board Members' Concerns or Comments. None.
  - 8. Adjournment. **Motion by Muenich / Hoekstra to adjourn at 7:40 p.m. Motion carried.**

Submitted by:

Audrey Stowell, Secretary