

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, April 11, 2017

1. Call to order by Beth Arneberg at 6:00 p.m.
Roll Call: Members Present: Rob Kiefer, Carmen Muenich, Beth Arneberg, Nate Seckora, Heidi Hoekstra, Audrey Stowell and Dale Berg.
Staff present: Dick Hebert.
2. Approval of March 14, 2017, Minutes: **Motion by Berg/Hoekstra to approve March 14, 2017, minutes. Motion carried.**
3. Personal Appearances By Citizens. None.
4. Discuss / Consider Special Event Applications: None.
5. Discuss/Consider:
 - a. Discuss Ayres Contract for Erickson Park Improvement Project. Phil Johnson of Ayres reviews the proposed schedule for Erickson Park project. The first step of plan is to finalize construction documents by late July for a September 1 bid date. From September to December, the boat launch, board walk, bridge and trails would be started. Then there would be a break until April with substantial completion in June 2018. Weather will be a determining factor in the schedule. The Ayres' contract for the Erickson Park project was for the north part of the project. Now that the City has been awarded the LAWCON grant in the amount of \$851,301, the project will be expanded to the south and include a river overlook, trail and pedestrian bridge to Irvine Park. It is a matching 50% grant. There is \$400,000 already pledged, so another \$450,000 needs to be raised before construction. The grant does have a three-year time period with ability to extend. Phil proposes an Amendment to Agreement, which amends Ayres' prior agreement with the City dated December 4, 2015, for an additional \$89,589. Phil reviews the scope of services of the Amendment including that the City has ultimate responsibility for reconciliation of the grant, but Ayres will facilitate that for the City. He also reviews the items of work not included in the Amendment. Design of the access road is one of those items; that will be the City's responsibility. **Motion by Kiefer/Muenich to approve Amendment with stipulation that funds be received by the City from the Erickson Park Fund at the Community Foundation before it is signed. Also, the City Engineers are to be made aware of this Agreement so they know what items they are responsible for. Motion passed with Hoekstra voting no, as she wants the Amendment to be reviewed by the City attorney.**
 - b. Discuss Park Rules for Chippewa Riverfront. Dick Hebert reviewed the general rules posted at Irvine Park. In addition, there are rules for the amenities and special events. Jackie Vetter Boos, Teri Ouimette and Wes Partlo ask the Board to consider potential programming when discussing rules and regulations for Riverfront. They point out that the amphitheatre is a unique feature of the park and has the potential to draw events that will

make an economic impact on the community. Discussed benefits of having a programming coordinator. After some discussion, a subcommittee consisting of Carmen Muenich, Beth Arneberg, Nate Seckora & Dick Hebert was formed to gather information from other communities with similar parks, review and provide recommendations.

- c. Discuss Irvine Park Wayfinding Study. Not discussed. Phil Johnson will plan to return for the May meeting.
 - d. Director's Report. Dick Hebert reports that Bridgewater Avenue from Jefferson Avenue to the west side of the bridge will be under construction from April 20 until June 2. This will cause a disruption to the rose garden, the lilies, and the community gardens. We will do everything we can to keep this disruption to a minimum. As part of the project, the sidewalk on the north side of the road will now run from the bridge to the entrance of the park. Dick indicates that the County Extension office has expressed a desire to place a community garden in a second location; areas near Thaddeus Pound Park and French Town Park are being discussed as options.
6. Approve Claims. Claims reviewed. **Motion by Kiefer/Berg to approve claims of \$85,233.29. Motion carried.**
 7. Park Board Members' Concerns or Comments. Park Board members voiced concerns and discussed the following: 1) Volunteers for the Welcome Center. An internship for a college student is a possibility; a job description needs to be prepared. 2) Bricks are still available by contacting the Parks & Rec office directly; staff installs twice year. 3) Ability of community to raise the funds for Erickson Park given other projects. 4) Plan to take down the dead ash trees first. County is putting together flyer for the public and will then schedule meetings. 5) Need to replace scoreboard at Gannon Field.
 8. Adjournment. **Motion by Muenich/Hoekstra to adjourn at 7:56 p.m. Motion carried.**

Submitted by:

Audrey Stowell, Secretary