

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, August 8, 2017

1. Call to order by Beth Arneberg at 6:00 p.m.
Roll Call: Members Present: Carmen Muenich, Beth Arneberg, Audrey Stowell, Dale Berg, Nate Seckora and Heidi Hoekstra. Absent: Rob Kiefer.
Staff present: Dick Hebert, Kevin Sweeney and Joshua Kriesel.
2. Approval of July 11, 2017, Minutes: **Motion by Berg/Hoekstra to approve July 11, 2017, minutes. Motion carried.**
3. Personal Appearances By Citizens. Mike Houle is present to discuss the Board's concerns about Party in the Park sponsored by Valley Vineyard Church. This is an annual event that the Board has indicated may be getting too large to be held in Irvine Park in the future. Mike indicates they do not anticipate growth as it has levelled off the past three years. They surveyed this year's participants and found that 2/3rd of were already in Irvine Park and did not come solely for this event. The Board expressed concerns about the impact of this and other large events on others using Irvine Park at the same time, such as issues with parking. This was addressed this year by having the group's participants parking at the Marshall Park lot as well as by having staff reserve parking spots near shelters reserved by others. It was discussed that Marshall Park may be a good alternative for next year's event.
4. Discuss / Consider Special Event Applications: The Fall Frolic Trail Run & Walk will be held on 09/16/17 at Flag Hill/Loretta Cutsforth from 10:30 to 1:00 p.m. This has been held annually. **Motion by Berg/Seckora to approve special event application renewal as presented. Motion carried.**
5. Discuss/Consider:
 - a. Discuss Erickson Park Improvement Project. Ron Bakken is present for Fish Chippewa!. The Financial Report is reviewed. Currently, there is \$417,496.63 left to raise. There is discussion about the grant deadlines. Dick and Ron indicate the grant deadlines can be extended. Fish Chippewa! plans to have all cash and/or pledges by the time bids are approved. Construction is estimated to start in the spring of 2018 and completed by the fall. There was a question regarding the Ice Making Days on Glen Loch Memorial. Ron indicated that he has asked the Historical Society to assist with coming up with something to memorialize the historical significance of ice making on Glen Loch.

The Amendment to Agreement #3 is reviewed. This is \$29,800.00 for Ayres' services for the FEMA application for a Conditional Letter of Map Revision (CLOMR). Additionally, the agreement includes design and preparation of structural plans for a boardwalk at the north end of the Duncan Creek pedestrian bridge. Discussed using a general contractor instead of a construction manager, warranties, and that the bridge would be constructed first. **Motion by Berg/Muenich to approve the Amendment to Agreement as presented with the following stipulations: 1) Amendment**

is signed when the money is received from the Special Friends, and 2) that the Amendment be reviewed by the City Attorney. Motion carried.

- b. Discuss Irvine Park Welcome Center. Dick Hebert discussed final security issues. When there is a night seasonal employee working (early May to early November), the hours of the Welcome Center are 10 a.m. to 7 p.m. It is open from 10 a.m. to 3 p.m. during the other months of the year, except for Christmas Village when it is open special hours. There was discussion regarding staffing as well as the various artifacts owned, their location, and what needs to be done to get them displayed in the Welcome Center. Heidi Hoekstra volunteered to review the list of artifacts and categorize them. Beth discussed the donor wall. She is interested in incorporating a timeline into the wall and including not only donors but also important events and honoring longtime employees. She will spearhead this effort.
 - c. Recreation Report. Josh Kriesel indicates it is getting to the end of the summer season; pool will be closing August 20. Good sign up for the pickle ball tournament for the Pure Water Days/Leinie's 150th Anniversary; there will be a food truck there from 10-2. Soccer will be starting in Sept. He is working on fall seasons and Run for the Lights.
 - d. Director Report. Dick Hebert reports that the pasture animals are being moved around so that they can spray for the less desirable vegetation. They are being mindful of what chemicals are being used. Phase 2 of Chippewa Riverfront Park will be starting soon. The basketball court at the Flats Park was paved and the pipe was installed. Funds are being sought to complete the project. Dick indicates that the Forestry grant deadline for the ash borer was extended to the end of the year. The community outreach portion needs to be completed; Dick will be working on that.
6. Approve Claims. Claims reviewed. **Motion by Arneberg/Hoekstra to approve claims of \$47,967.90. Motion carried.**
 7. Park Board Members' Concerns or Comments. Having the ski bridge completed before winter was brought up as a concern. Dick will check with CBS Squared.
 8. Adjournment. **Motion by Muenich/Stowell to adjourn at 7:26 p.m. Motion carried.**

Submitted by:

Audrey Stowell, Secretary