

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, September 12, 2017

1. Call to order by Beth Arneberg at 6:00 p.m.
Roll Call: Members Present: Carmen Muenich, Beth Arneberg, Audrey Stowell, Rob Kiefer, Nate Seckora and Heidi Hoekstra. Absent: Dale Berg.
Staff present: Dick Hebert.
2. Approval of August 8, 2017, Minutes: **Motion by Muenich/Hoekstra to approve August 8, 2017, minutes. Motion carried.**
3. Personal Appearances By Citizens. None.
4. Discuss / Consider Special Event Applications: None.

Dale Berg arrives.

5. Discuss/Consider:
 - a. Discuss Irvine Park Flag Hill Improvement Project. Dick Hebert contacted CBS Squared to obtain an estimate for the design work that needs to be done for future improvements to the Flag Hill area. Bob Sworski presented a proposed Agreement for Professional Services and reviewed each item. The total cost is \$16,380, but this can be done as funds allow. The first item is the site survey. Bob estimated this at \$1,500 and recommended it be done yet this year. **Motion by Arneberg/Berg to have CBS² do the site survey at a cost not to exceed \$1,500.00; funds to be paid from Irvine Park Donation Fund. Motion carried.**
 - b. Discuss Additional Community Garden Site. Dick Hebert indicates that the County Extension office has contacted the City about additional community gardens. Dick indicated the ball field on South Avenue may be a possibility. This will be reviewed in October.
 - c. Discuss Time Capsule Proposal. Chuck Nagel presents his proposal for Capsules Over Time. This is a granite monument that would contain 10 drawers. Each decade one of the drawers would be filled and sealed. In 100 years, the first drawer would be opened and refilled with new contents, creating a perpetual time capsule. There would be no cost to the City for at least the first 100 years. The costs would be borne by Chuck Nagle's family. Discussion included locations, having a group involved to keep it going, and using it as a column base for a functional building. Chuck is open to all ideas.
 - d. Discuss Irvine Park Wayfinding Study Chris Silewski, PLA, from Ayres presents the final report for the Irvine Park Wayfinding System. He reviewed the previous presentations and presented the final report. The Board's next steps to put signage in place will be to complete inventory, have construction documents prepared, and decide on phasing. Discussed goal of consistency in signage and implementing in Irvine Park and then moving on to other parks. Also discussed the City's installation of directional signs to

the City parks once Riverfront is complete. Dick Hebert recommends getting pricing for tuck-pointing the entrance sign at the Jefferson Street entrance. This is listed in the Priority #1 items and is needed to maintain the sign.

- e. Discuss Erickson Park Improvement Project. Chris Silewski from Ayres discussed the project schedule for Erickson Park. He states that final construction documents should be ready in mid-December. Bidding will take place in January 2018, bids awarded in February 2018, and construction is to start in April 2018. Construction estimated to be completed in Spring 2019. DNR & FEMA process should take 90 days and be completed by mid-December.
 - f. Recreation Report. No report.
 - g. Director Report. Discussion regarding Emerald Ash Borer. City will begin thinning out the boulevard trees. The inventory recommends the medium-aged trees be saved. Dick indicates staff will try to save some of the more visible Irvine Park trees with treatment by drenching. This treatment is recommended to be done in spring and fall. Dick will check into the verification process used by other municipalities that allow homeowners to treat their boulevard trees. Dick also reports that the shelter for the Watusi will be added onto and given a concrete pad once the Watusi have left for the winter. Funds from The Snout fundraiser will be used toward this. The brush will also be cleared.
6. Approve Claims. Claims reviewed. **Motion by Muenich/Berg to approve claims of \$96,242.10. Motion carried.**
7. Park Board Members' Concerns or Comments. Discussed speed at roundabout. Rob Kiefer indicated Rick Rubenzer would be happy to come to a meeting to discuss this issue if requested.
8. Adjournment. **Motion by Muenich/Hoekstra to adjourn at 8:03 p.m. Motion carried.**

Submitted by:

Audrey Stowell, Secretary