



**City of Newport
Park Board Meeting
February 25, 2016**

1. CALL TO ORDER

2. ROLL CALL

Board Members present – Emily White; Anita Perkins; Heidi Tweeten;

Board Members absent –

Also present –Matt Yokiell, Executive Director; Dan Lund, Councilman Liaison

Chairperson White - Just to clarify, currently we only have three members of the Park Board. We're waiting for people to apply. You can turn in your letter of intent to Renee for Council approval. We have two openings. Because there are only three members, our quorum is two.

3. NOMINATION AND APPOINTMENT OF CHAIRPERSON & VICE-CHAIRPERSON FOR 2016

Motion by Perkins, seconded by Tweeten, to nominate Emily White as Chairperson. With 3 Ayes, 0 Nays, the motion carried.

Motion by Tweeten, seconded by White, to nominate Anita Perkins as Vice-Chair. With 3 Ayes, 0 Nays, the motion carried.

4. APPROVAL OF PARK BOARD MINUTES

A. Park Board Minutes of October 22, 2015 Regular Meeting

Motion by Perkins, seconded by Tweeten, to approve the October 22, 2015 minutes. With 3 Ayes, 0 Nays, the motion carried.

B. Park Board Minutes of January 28, 2016 Regular Meeting

Motion by Tweeten, seconded by Perkins, to approve the January 28, 2016. With 3 Ayes, 0 Nays, the motion carried.

5. REVIEW GOALS

A. Discuss 2016 Goals

The Park Board reviewed the 2016 goals as outlined in the February 25, 2016 Park Board packet. Updates are as follows:

Program Goals:

- **Winter Family Fun Night:** This was scheduled for January 30, 2016 but had to be cancelled due to the weather.
- **Adopt-a-Park Volunteer Recruiting:** The Park Board discussed the openings for the Adopt-a-Park/Trail program. The following are open: Bailey School Forest, Busy Beaver Park, Loveland Park, 10th Street Overlook, 12th Street Overlook, Park Place Overlook, west end of the 20th Street Pedestrian Bridge, Hastings Avenue, Maxwell Avenue, Red Rock Road, City Hall, Oliver Overlook, and the flower garden on the east end of the 12th Street Pedestrian Bridge.

- **Adopt-a-Park Volunteer Thank You Notes:**
- **Pioneer Day:** This will be August 14, 2016. The Park Board will have a booth again.
- **Buckthorn Pull:** This is tentatively scheduled for October 29, 2016 at Bailey School Forest.
- **Creation of Loveland Park Interpretive Piece:** Chairperson White will check to see what this involves.
- **Garlic Mustard Pull at Bailey School Forest:** Chairperson White will check with Susan Lindoo who volunteered in 2015 to see if she would like to continue this in 2016.
- **Loveland Park Invasive Survey:** This was completed in 2015.
- **Native Grasses at Ped Landings:** The Park Board discussed putting in native grasses at the landings of the pedestrian bridges. Executive Director Yokiell asked the Park Board on recommendations for types of grasses, how it should be designed, and when they should be installed. Pauline Schottmuller noted that there are some grasses that are difficult to maintain because they spread all over and recommended putting in grasses that clump together. Mrs. Schottmuller volunteered to create a list of grasses.
- **Community Tree Trek:** This was talked about briefly in 2015 about completing at Bailey School Forest. This would involve placing signs along the different types of trees. The sign would need to be sturdy and weather resistant. Heidi Tweeten contacted the University of MN regarding help with identification and the Arboretum for information on their signs. Heidi Tweeten will begin working on a proposal for the 2017 budget and the Park Board will conduct a workshop in the summer to identify areas for the signs.

Facility Goals:

- **Solar Panels at Phillips Pavilion:** This is still pending. Public Works has not found a diagram that would work for the sign. The sign will be an interpretive diagram showing how solar panels work.

Administrative Goals:

- **Joint Governance Committee for Bailey School Forest:** The Committee met in 2015. This will continue in 2016.

The Park Board also discussed the following items in regards to goals:

- **Buckthorn Hedge at Pioneer Park** - Councilman Lund and Mrs. Schottmuller talked about the buckthorn hedge at Pioneer Park. The hedge was put in by Baileys Nursery several years ago. The hedge has been designated as historical by the Heritage Preservation Commission and as such cannot be removed. The Park Board will discuss it further and pass along a recommendation to the City Council. Chairperson White will contact Gordon Bailey regarding this.
- **Fishing Pier** - Councilman Lund talked about putting a fishing pier back in as well and asked the Park Board to provide input on it.
- **Irrigation at Ball Fields** - Councilman Lund talked about irrigation at the fields at Loveland and Newport Elementary. He is currently looking into it to see what the City's agreement is for the field at Newport Elementary.
- **Cedar Lane Properties** - Councilman Lund also asked the Park Board to begin looking at the property that the City has purchased along Cedar Lane. Several years ago, the City was informed that the uncertified levee on private land near these properties could fail at any moment. The City took the position that it would not maintain the levee. Since 2009, the City has been purchasing properties near the levee. The City has received funding from the DNR for the properties that it's purchased to date. Additionally, FEMA has agreed to pay for 75% of the costs and the DNR will cover 12.5% of the costs for the three remaining properties. Heidi Tweeten asked about having an interpretive piece in the park showing how the City supports the metro area and what the City does. Chairperson White noted that it might make more sense at Pioneer Park since this will be more of a passive park due to the potential flooding.
- **Parks Photo Contest:** Brooke Kolodziej won the overall best photo for 2015. Brooke won \$100.

The Park Board will be holding a workshop to further discuss goals when new members are appointed.

6. CHAIRPERSON'S REPORT

Chairperson White - Most of what I had to say, I already said. We'll try again next year for the Winter Family Fun Night. For the lines next year, you can just do something simple in the snow.

7. BOARD REPORTS

A. Anita Perkins - Nothing to report.

B. Heidi Tweeten - Nothing to report.

8. EXECUTIVE DIRECTOR’S REPORT

Executive Director Yokiel - Is there a date that you would like the water on at the community garden?

Chairperson White - I think it depends on the weather. I know you delivered some compost last fall so that's still there. Maybe turn it on by May 13th provided that it won't freeze.

Executive Director Yokiel - This Saturday is the community volunteer tree trimming class at Oakdale. The sign up info is on the website.

A. Discussion Regarding Meeting Day and Time

Executive Director Yokiel - Was there any more thought about moving the time of the meeting?

Chairperson White - We talked about this briefly last month. It doesn't matter to me.

Heidi Tweeten - I'm flexible.

Anita Perkins - It depends.

Executive Director Yokiel - I was thinking of trying to match City Council at 5:30. If we did that, we'd need to move it to a Wednesday because there's another meeting before the Park Board on Thursdays.

Anita Perkins - Wednesdays don't work for me. Can we move it to 6:00 p.m.?

Executive Director Yokiel - Anything works for me. We asked that other board if there's potential for it overlapping at 6 and they didn't think so.

Motion by Perkins, seconded by Tweeten, to move the Park Board meeting time to 6:00 p.m. With 3 Ayes, 0 Nays, the motion carried.

9. ADJOURNMENT

Motion by Tweeten, seconded by Perkins to adjourn at 7:35 p.m. With 3 Ayes, 0 Nays, the motion carried.

Signed: _____
Emily White, Chairperson

Respectfully submitted,

Renee Eisenbeisz
Assistant to the City Administrator