



**City of Newport
Park Board Meeting
October 24, 2013**

1. CALL TO ORDER

2. ROLL CALL

Board Members present – Tom Aguilar-Downing; Marge Meconis; Anita Perkins; Emily White; Mary Ann Newman; Laura Duffey;

Board Members absent –

Also present –John Neska, Executive Director;

3. APPROVAL OF PARK BOARD MINUTES

A. Park Board Minutes of September 26, 2013 Regular Meeting

Marge Meconis - I actually had to go back and look at the video because I'm quoted as saying something and I didn't remember saying it and I didn't. It's on page five where we are discussing the form and the confidentiality and did we as the Park Board want to be responsible for collecting that data. I feel the minutes don't really reflect that discussion. The quote that I didn't say is "I don't think the Park Board needs to know if someone was convicted of a crime and I don't think it's our place to turn down someone for Buckthorn Day if they did." I never said that. I did talk about what if someone has a DUI, that's a piece of confidentiality. Would it disqualify someone from picking up trash or participating in Buckthorn Days, probably not but it's not our point to do that. The way the discussion ended was that we wanted to have a different form for Buckthorn Day and I don't think that the minutes reflect that. I would like that comment struck from the minutes. After that comment, we go on to discuss whether we wanted that, if we wanted it in a separate box, what becomes of the data, how long is it kept, etc.

Chairperson Aguilar-Downing - Ok, we'll have that adjusted.

Laura Duffey - I was also present.

Mary Ann Newman - I think you need to remind Renee to look at something because she keeps putting Laura down as absent.

Emily White - I'm not sure we had a motion on the floor to accept which we should have before we discussed. I will move the acceptance.

Laura Duffey - I'll second that.

Chairperson Aguilar-Downing - We also have the option of revising that whole portion and reviewing the minutes again in January or we can approve it as amended.

Mary Ann Newman - I will amend the motion to make the changes as discussed.

Emily White - I don't think we need another motion since we've already had the discussion. It would be to approve it as amended.

Chairperson Aguilar-Downing - So the motion is to approve the minutes as amended even though we haven't seen the amendments.

Emily White - Yes, we don't need to see the amended minutes in order to approve them.

Executive Director Neska - You've approved amendments in the past without seeing them.

Motion by White, seconded by Duffey, to approve the Park Board Minutes of September 26, 2013 as amended. With 6 Ayes, 0 Nays, the motion carried.

4. REVIEW 2013 GOALS

Chairperson Aguilar-Downing reviewed the 2013 Goals, Year End Summary as attached. Updates are as follows:

Program Goals:

- **Family Camp Out:** Emily White noted that the Family Camp Out will most likely not occur in 2014.
- **Natural History Walk:** Chairperson Aguilar-Downing will add that the light attendance at the Natural History Walk was probably due to the rain and that there were about 20 participants.
- **Geocaching Course:** Chairperson Aguilar-Downing will add that the Boy Scouts are no longer active so they may need to find new volunteers for this goal.

Facility Goals:

- **Signage at Frances and Henry James Park:** Executive Director Neska noted that this is a budget item and will hopefully occur in 2014.
- **Solar Panels at Phillips Pavilion:** Executive Director Neska noted that the City is looking to place an interpretive sign at the Pavilion explaining solar panels and how they work.

Administrative Goals:

- **Joint Governance Committee per DNR's School Forest Regulations:** Laura Duffey noted that they may have a meeting this year still. A new staff member from District 833 was recently assigned to the Committee.

5. CHAIRPERSON'S REPORT

A. Discussion Regarding Photo Contest

Chairperson Aguilar-Downing - There is an article in the Winter Newsletter regarding the photo contest. I attended a budget workshop to ask the City Council about budgeting \$50 for the first place prize. The Council had concurred at the workshop but Renee wanted to get something firmer. I found that there are also costs for displaying the photos around the City. The Council approved \$175 to \$200 for the Photo Contest at their last meeting. I saw that Cottage Grove is doing a photo contest in the South Washington County Bulletin. This is their 12th annual. There are two Newport businesses that are willing to display the photos, we'll also display them at City Hall and the Library. The first deadline for Winter is March 31st, Spring is May 31st, Summer is August 31st, and Fall is November 30th. The next steps for the contest is recruiting judges.

B. Discussion Regarding Winter Family Fun Night

Chairperson Aguilar-Downing - This is scheduled for February 8th, which is the Saturday after the Super Bowl. We'll do some bowling, tug-of-war, and skating. We'll probably get music as well. I'll contact Newport Athletic Association and Newport on the Move.

Mary Ann Newman - Where did we get the hot chocolate last year?

Chairperson Aguilar-Downing - That was from Emily. There was also a financial contribution from the New-Park Lions.

Marge Meconis - What time?

Chairperson Aguilar-Downing - 6:00 to 8:30 p.m.

6. BOARD REPORTS

A. Marge Meconis - We have a couple new things going on at the Community Garden. One is that a bat house will be put up at some point. The other thing is a donation from the Lutheran Church, they donated their old shed, which is beautiful. We'll be able to use it to store tools, wheelbarrows and fencing. We also had a private donation that was able to bring in some very rich compost. We've distributed that among the plot holders and giving plots. It's been a great year. We've had almost 1,800 pounds, which is about one-third more than 2012. That goes to the Friends in Need Food Shelf. Hopefully, we'll get more volunteers to work on that next year and have returning plot holders. We're trying to make less work for Public Works by widening the plots and eliminating the grass between plots that they need to mow.

Emily White - We definitely want to thank Newport Lutheran. The shed is not wood on the outside so it doesn't have to be painted, which is a great thing. We also want to thank the Schottmueller boys, Steve and Jeff, for moving it.

Chairperson Aguilar-Downing - I was down there when they moved it. They used the ancient Egyptian method of logs to move it. And 1,800 pounds, do you realize how close to a ton that is?

Marge Meconis - You can't get stuck on the poundage part because the things we grow do not carry a ton of weight so we can't compete with people who bring in 20,000 pounds because they bring in watermelons and squash. They love what we bring them and have been in contact with me about what they would like to see next year. I would say to anyone in the community that it would be awesome if you want to garden down there and even better if you want to volunteer there.

Chairperson Aguilar-Downing - I just want to report that Newport on the Move and the community garden is not part of the Park Board but we do certainly try to support those community efforts.

B. Anita Perkins – Nothing to Report

C. Emily White – Discussion Regarding the Annual Fun Walk

Emily White - The weather was not cooperative, it rained most of the time. The work that Public Works did to clear those trails was wonderful. We're talking about doing the bridges next year, which we haven't done in six years. The Cable Commission was there.

Marge Meconis - Brian was a trooper, he walked the entire thing.

Executive Director Neska - There was a question about the mileage, do you still have that?

Marge Meconis - I don't have that on me but will email it to you.

Emily White - It was more than a mile.

D. Mary Ann Newman and Laura Duffey - Discussion Regarding Annual Buckthorn Removal Day

Mary Ann Newman - We have nine volunteers that signed up with the City. I did send the invitation to a hiking group I'm in as well.

Marge Meconis - I talked to the Science Club person and she is coming and they have had between 20 and 30 brochures taken but I don't know how many are coming.

Laura Duffey - I emailed Lake Middle School and the teacher said he had several verbal's but didn't have a number and also said that a Scout group is coming.

Mary Ann Newman - I'll be picking up the pastries tomorrow. The contact from Supermom's was talking about coming as well and would like pictures of the event. Angie is coming and bringing weed pullers.

Executive Director Neska - I've received two sets from Cottage Grove and one set from Marge.

Mary Ann Newman - John will be assigning that day, Marge and Anita will direct students, Emily will be at the table gathering signatures. There will also be brochures at the table along with all of the forms, including the new one.

Emily White - Do we need to do another form if we signed it already?

Mary Ann Newman - Yes because of the photo and physical liability items.

Executive Director Neska - Thank you Tom for putting that new form together.

Mary Ann Newman - Tom, you'll be taking pictures. We looked at the area and it's all new stuff so pulling should be pretty easy.

Anita Perkins - Do you need food coloring again?

Executive Director Neska - It didn't really work last year so I don't think so.

Mary Ann Newman - What time should we be there to set up?

Executive Director Neska - I think 8:30 will be fine.

Mary Ann Newman - Buckthorn Day is this Saturday and we'll start at 9:00 a.m. and go until 12 or earlier depending on how many people are there. The weather is looking good.

Laura Duffey - Is Brian coming again?

Mary Ann Newman - I believe so.

7. EXECUTIVE DIRECTOR'S REPORT

A. Discussion Regarding the 2014 Annual Appointments

Executive Director Neska - Both Tom's and Mary Ann's term will expire on December 31st. I believe Renee has sent out letters to you already regarding it. If by chance one of you would not come back in 2014, our by-laws say that we should have a membership of five so I would recommend we stay at five if that happens.

B. Update on the Archery Deer Hunt in Loveland Park and Bailey School Forest

Executive Director Neska - The first hunt was done this past weekend. There were eight hunters out and I believe two deer were taken in Bailey Park. They didn't see a lot of deer, which I understand is because of the weather. The reports were down across the Twin Cities. There were a couple things that we're going to try and fix before the next hunt November 2 - 3. There was a dog running off-leash in Loveland so we'll try to put up more signage but we can't get every access. There was also a property line dispute which was our fault. It's such a big area that we don't have stakes in Loveland so one hunter was asked to move his stand. The hunters saw a lot of individual hunters on private land. Both parks will be closed again November 2 and 3.

Marge Meconis - Are there any reports about private hunters taking deer?

Executive Director Neska - Yes. There was a deer that was taken on private property but crossed the Loveland Park line. I believe there was also one up in Bailey that was shot on private land that wasn't ours.

Chairperson Aguilar-Downing - One other thing, I did go during the Council budget workshop and reminded them that we had an aerial survey done a couple years ago and that we might want to do one this year. They'll get quotes on it and see if we can coordinate it with the County. We'll see what the numbers are with the control hunt.

8. ADJOURNMENT

Motion by White, seconded by Perkins, to adjourn the Park Board Meeting at 7:43 P.M. With 6 Ayes, 0 Nays, the motion carried.

Signed: _____
Tom Aguilar-Downing, Chairperson

Respectfully submitted,

Renee Helm
Executive Analyst

Newport Park Board - 2013 Goals - Year End Summary

Project	New / Remaining Work	Board or Staff Leads	Involved Volunteers	Accomplished
Program Goals				
Winter Family Fun Night	Saturday, February 09, 2013		NAA, NOTM	Yes, 40 participants, SWCTC video on city web site
Adopt A Park Volunteer Recruiting	- Litter Sticks or Claws - Appreciation Event	Whole Board		Yes. Continuing, but Litte Sticks not budgeted for.
Support NAA Baseball League	- Announce at Board Meetings - Park Board mtng at Park during season	Aguilar-Downing	NAA	Yes, announced recruiting effort. No Brd did not meet at park
Adopt A Park Volunteer Appreciation Potluck	Sunday, May 19, 2013	Perkins		Yes, but very sparsely attended. Per feedback from volunteers will not be
Family Camp Out	Sat-Sun, June 22-23, 2013	White		Sparsely attended. Canceled due to severe weather
Pioneer Day	Sunday, August 11, 2013	Aguilar-Downing		Yes. Good interest expressed in Photo Contest. Will
Program at Pedestrian Park	- Confirm layout with Mu Daiko Drumming - Develop Grant - Local Sponsor	Aguilar-Downing	Local restaurant (reception)	No progress
Natural History walk at Loveland park	Saturday, Sept 28, 2013 - Meeting/workshop at Loveland to review facility and trail	Neska, White		Yes, light attendance
Buckthorn Pull	Saturday, October 26, 2013 - Continued eradication of buckthorn in City parks - Educating and assisting homeowners in	Duffey, Newman		Still upcoming
Update of Bailey School Forest Interpretive piece	- Update of Bailey School Forest Interpretive piece - Interpretive piece on website - GPS coordinates of sign posts - QRCs posted on Sign Posts	Duffey, Aguilar-Downing, Meconis, Neska, Helms		Yes, excellent piece available on City web site.
Geocaching course at Bailey & Loveland	http://livelonger.hubpages.com/hub/Geocaching	Duffey	Scouts, School District	No progress

Newport Park Board - 2013 Goals - Year End Summary

Project	New / Remaining Work	Board or Staff Leads	Involved Volunteers	Accomplished
Facility Goals				
Hastings Ave Planters	Redesign the plantings	Neska, Newman	Bailey Nursery	Yes, new plants installed
Natural Plantings at Overlook Park	Redesign the plantings	Neska	DNR, Geraghty	No progress
Signage at Frances & Henry & James pocket park	Ownership (MNDoT / City) Funding for signs	Neska, Newman		No progress
Solar Panels at Phillips Pavilion	Ordered. Waiting for delivery. Installation.	Neska	Rahm, 3M	Yes, installed
Skateboard facilities	Determine usage of Skate Parks in surrounding communities	Neska, Aguilar-Downing	Red Rock Youth Center (Oakwood Church)	No. Cost prohibitive.
Finish parking lot resurfacing at Loveland	Sealcoat half which was not reconstructed last year.	Neska		Yes, accomplished.
Resurface tennis/basketball courts at Loveland	Contracted for May or June.	Neska		Yes, accomplished. Good usage on courts.
Administrative Goals.				
Develop an Email / Blog process for the Board that conforms to State Open Meetings Law	http://www.lmc.org/media/document/1/electroniccommunications.pdf http://www.lmc.org/media/document/1/neopenmeetinglaw.pdf	Aguilar-Downing, Hill	Atty. Knaack	No. Attorney advised against.
Continue Meetings of Joint Governance Committee per DNR's School Forest regulations	- Receive the School District's School Forest Annual usage report - Discern most involved teachers	Duffey, Meconis, Neska	Geraghty	No, Committee has not met this year.