

**PARK BOARD MEETING
WEDNESDAY, JUNE 29, 2016**

Chair Craig Kittel called the Park Board meeting to order at 6:55 p.m. on Wednesday, June 29, 2016.

Members Present: Craig Kittel, Jon Hailey, Brian Schroeder, Christine Melby, and Joe Ard (arrived 6:35)

Members Absent: Frank Norton

Others Present: Jim Zajkowski, Noah Wiedenfeld, Michael Mroz, and Marie Bannink

Jon Hailey moved to adopt the agenda, seconded by Brian Schroeder, motion carried.

Jon Hailey moved to approve the minutes of the May 25, 2016 and June 9, 2016 meetings, seconded by Craig Kittel, motion carried.

Public Business Items

None

Unfinished Business

Skate Park Updates:

Noah Wiedenfeld updated the board on the skate park. Construction is set to start next week with a six to eight week turnaround. Donations to date are \$127,305.99; the loan previously approved by the Park Board is no longer needed. TNT Metals has donated \$4,200.00 in material towards the project.

Freedom Park Construction

Irrigation Bids:

Two bids were received for the project. The low bid was submitted by Northway Irrigation of Circle Pines, Minnesota in the amount of \$39,842.00. The other bid was received from Irrigation By Design of Minneapolis, MN in the amount of \$48,900.00.

Northway Irrigation is the same company that completed phase I of the irrigation project at Freedom Park. Based on our experience and review, it is our opinion that Northway Irrigation has the required equipment and expertise to perform the work as outlined in the contract documents.

Motion was made by Jon Hailey to award the 2016 Freedom Park irrigation project to Northway Irrigation in the low bid amount of \$39,842.00, seconded by Brian Schroeder, motion carried.

652nd Army Reserve Unit:

The local 652nd Army Reserve unit out of Hammond, WI has been performing some equipment operation training at Freedom Park over the last 2 months. The main objective is to complete the road through Freedom Park and connect it to Wall Street. Originally their intention was to have

training exercises in May, June, and July however they have requested to have a full week of training in August.

Motion was made by Brian Schroeder to continue the partnership with the 652nd Army Reserve unit regarding training exercises being performed at Freedom Park, seconded by Joe Ard, motion carried.

Tree Plantings:

City staff has been working on the tree transplant project over the last two weeks and have made great progress at Freedom Park. Due to the deciduous tree locations at the airport site we have yet to transplant trees into Northside Park or the Hatfield Campground but they are on the list to receive trees. Tree transplants will continue in September.

Farmers Market Update:

The first Farmers Market was held last week. Feedback from the vendors was positive. There were approx 150-200 people in attendance.

Rotary Lights MOU:

City staff have met with Lisa Woletz of the Rotary Club and developed a memorandum of understanding (MOU). Some highlights of the MOU include the following:

- Rotary Club will provide all labor and equipment for the installation and take-down of the lights, as well as long-term storage
- Event would begin on November 25, 2016 and continue every Thursday, Friday, and Saturday through December 31, 2016 from 5-10 pm
- There is no fee required to view the lights, but donations will be accepted for Five Loaves Food Shelf
- Visitors can walk or drive through the park. Pedestrians must stay on the Mary Park Trail
- No music will be played
- The City of New Richmond will be responsible for snow removal
- The City of New Richmond shall cover the electrical costs not to exceed \$350 plus minor costs associated with new outlets or rewiring; all costs for extension cords, lights, timers, and related supplies are the responsibility of the Rotary Club

It would be the responsibility of the Rotary to contact the neighbors regarding the light display. Motion was made by Joe Ard to accept the MOU with the addition the New Richmond Rotary would be responsible for the collection and security of the donated items, second by Jon Hailey, motion carried.

New Business

Outdoor Movie:

On June 10th, the City of New Richmond hosted their first Outdoor Movie at Glover Park in an effort to reenergize the downtown area and create a sense of community for its residents. A collaborative effort between the Friday Memorial Library and the City of New Richmond Public Works department saw approximately 125 people attend the event. The next movie is planned for August 19th.

New Richmond Area Community Foundation Grants:

City staff applied for grants in April from the New Richmond Area Community Foundation. We recently received word that we received three grants totaling \$3,750. The grants will be used for picnic tables for the new Greaton Park shelter, new signage for the City's trail system, and bicycle parking racks to be installed at various city parks.

Shelter Reservation:

The local American Red Cross Unit has requested the City waive the \$35.00 shelter reservation fee for their outing on July 28th.

Typically in the past, the City would waive all fees for non-profit groups that utilize our park system however the problem that arises is suddenly all groups become a non-profit to get their fee waived. All the while, the City is still paying staff to empty trash cans and cleans the shelters these groups are using without being reimbursed. Keep in mind, this may occur once, twice, possibly three times a day depending upon the number of shelter reservations the City has on any given weekend.

Our current shelter reservation information, which can be found online, does not indicate the disallowance of fees for non-profit groups who want to utilize our facilities. Consensus was to have the staff make the decision on a case by case basis for the nonprofit group.

City of New Richmond Welcome Signs:

Jim Heebink has contacted the City to donate signs that would be placed under our current Welcome to the City of New Richmond signage which are located north of Starr Elementary and on the corner of North Shore and HWY 65. The proposed signage will say "Established 1857" and will match the current color scheme.

With the continual expansion of business, housing, and schools toward the south, the City of New Richmond Welcome sign near Starr Elementary no longer represents the true city limits and seems out of place while driving through the city. City staff is suggesting we move this sign to the actual city limits located south of Richmond Way.

Motion was made by Jon Hailey to accept the donation of the signs and to start looking into a new location for the sign, seconded by Christine Melby, motion carried.

New Board Member:

It will be posted on the social media sites with an application deadline of July 15th.

Meeting Time Change:

There was discussion on time options. Motion was made by Brian Schroeder to start the meetings at 7:00 pm until October, and then reevaluate, seconded by Jon Hailey, motion carried.

Inspection & Park Land Trust Report:

Inspection Reports – Reports turned in.

Park Land Trust Fund - \$164,803.11

Impact Fees Fund - \$13,926.38

Questions were asked on why the Soccer & Football states to be received in 2015 and the funds have not been recorded. Brian stated no one has contacted them for the payment.

There was discussion on the Boat Launch this will be put on the next agenda.

Announcements:

Rotary has donated a bench and they would like to put this in Paperjack Greenway rather than Paperjack Park. This would replace the bench that was previously there. This will be on next month's agenda for formal approval.

Summary from park tour:

- Place trees at Northside Park
- Greaton Park get bids for wood framed shelter with steel roof and asphalt roof
- We currently have someone interested in being the camp host

Jon Hailey moved to adjourn the meeting, seconded by Brian Schroeder, motion carried.

The meeting of the Park Board was adjourned at 7:30 p.m.

Minutes Submitted by
Marie Bannink
City Secretary