

**CITY OF LEXINGTON
REGULAR PARK BOARD MEETING MINUTES
April 6, 2015 – 6:30 P.M.
9180 Lexington Avenue
Lexington, MN 55014**

1. CALL TO ORDER

A. Roll Call: Chairperson Mitlyng, Commissioners Ames, Hylton, Koch, Harris
Chairperson Mitlyng called to order the Regular Park Board Meeting of the City of Lexington of April 6, 2015. Commissioners Present: Ames, Hylton, Koch and Harris. Also Present: Finance Director Tina Northcutt; and Councilmember Liaison DeVries.

2. CITIZENS FORUM

No one wished to address the park board.

3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

Motion was made by Commissioner Koch, seconded by Commissioner Hylton, to approve the agenda as presented. Motion carried. Passed unanimously.

4. LETTERS AND COMMUNICATION

A. Introduction of new Park Board member

5. APPROVAL OF PARK BOARD MINUTES

A. March 2, 2015

Motion was made by Commissioner Ames, seconded by Commissioner Koch, to approve the Park Board Minutes of March 2, 2015. Motion carried. Passed unanimously.

6. ACTION ITEMS:

A. Update Email to Architect/Engineer

Discussion about email and updated project costs received from Architect/Engineer. No action taken.

B. Recommendation to Approve

- a. DuWayne Park Fundraising Flyer
- b. DuWayne Park Fundraising Press Release
- c. DuWayne Park Fundraising Letter – Business Owners

Discussion about flyer, press release and letter to business owners. It was recommended to add an area map to the flyer so people know where the park is located in relation to the city boundaries. The flyer graphic will also be added to the back of the letter to business owners. A sentence needs to be added to all materials stating that no taxpayer dollars will be used in redeveloping DuWayne Park.

Motion was made by Commissioner Koch, seconded by Commissioner Harris, to approve the DuWayne Park Fundraising Flyer, Press Release and Letter to Business Owners with agreed upon changes. Motion carried. Passed unanimously.

C. Spring Planting

- a. Identify plants needed for Berm, Lovell Building, Public Works, and Rain Garden
- b. Set clean up date
- c. Update on sprinkler system

Discussion about the type and number of plants needed at each location. Park Board members will make the final decisions. Public Works will be contacted about installing mulch for the planting areas after planting has been completed. Shredded Hardwood Bark, 3" deep, will be purchased for the Rain Garden as recommended by City Engineer

Clean up date is scheduled for Monday, April 20 at 6:00 pm. Finance Director Northcutt will post the required public notice.

Chairperson Mitlyng inquired about the sprinkler systems at the Berm and Rain Garden. Public Works will check the system at the Berm when it is started up this season and will make any necessary additions/corrections to ensure adequate watering of the Berm. The Rain Garden is not watered because the system ends at the fence line. Currently there are not plans to extend the system to the Rain Garden. No action taken.

7. NOTE COUNCIL MINUTES:

- A. February 19, 2015
- B. March 5, 2015
- C. March 19, 2015

8. PARK BOARD INPUT

Next meeting will be Spring Park Tours.

9. ADJOURNMENT

Motion was made by Commissioner Hylton, seconded by Commissioner Koch, to adjourn the Regular Park Board Meeting of April 6, 2015. Motion carried. Passed unanimously.