

November 2012 MEETING MINUTES

November 14, 2012
Como Park Golf Course Clubhouse

MEMBERS PRESENT: Susan Bishop, Erick Goodlow, Dave Haley, Dan Marckel, John Mountain, Betsy Mowry, Emily Shively, Andrew Trcka, and Salina Vang

MEMBERS ABSENT:

STAFF PRESENT: Michael Hahm, Brenda Ullrich, Rachel Coyle, Ellie Galgano, Brad Meyer

GUESTS: Pete Bolstad

1. AGENDA, MINUTES, INTRODUCTIONS, ANNOUNCEMENTS

- a. The meeting was called to order by Chair Trcka at 6:32 p.m.
- b. A motion to approve the agenda was made by Commissioner Haley and seconded by Commissioner Mountain. The vote was 8 to 0 in favor with one commissioner arriving after the vote.
- c. Commissioner Bishop moved to approve the October 2012 Meeting minutes. Commissioner Goodlow seconded the motion. The vote was 8 to 0 in favor with one commissioner arriving after the vote.

2. DISCUSSION ITEMS

a. EAB Management Plan Update

Rachel Coyle, Parks and Recreation Arborist, presented an update on the Emerald Ash Borer (EAB) Management plan. She provided the Commission with an updated map of the city with the locations of current known EAB infestations. She proceeded to explain what is involved in the management plan currently in place: monitoring, sanitation, treatment, structured removal, and reforestation. Ms. Coyle also went through some of the current issues the Parks and Recreation Department is managing, e.g., infested trees on private property as well as park property and in natural areas including the river bluffs. Future budget concerns involved in the EAB management plan, such as the primary Forestry budget limiting work to Right-of-Ways in the city were also detailed.

b. Website / Social Media Update

Brad Meyer and Ellie Galgano, the Parks and Recreation public information and marketing team, provided an update on the Parks and Recreation Department's website and usage of social media for informational and promotional purposes. Mr. Meyer detailed the improvements to the City's Parks and Recreation website. He also explained the increased usage of Facebook pages specific to multiple sites such as Como Pool,



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Great River Passage, and Oxford Community Center in addition to the main Parks and Recreation page. Director Hahm further reinforced the efficacy of Facebook as a communication tool when he spoke about the Como Pool closure in August and how many stakeholders were notified through the use of the Como Pool Facebook page. Pinterest and website mobile optimization are recent additions to the pool of options available for the Department's use. A formalized policy regarding the use of social media will be coming in the near future.

c. Suggestions for Annual Meeting

Director Hahm explained that the January Parks and Recreation Commission meeting is dedicated to creating the work plan for the coming year. It traditionally has started earlier in the evening, lasting approximately three hours to accommodate local elected officials and Departmental division management staff to provide input concerning priority items for the next calendar year. This meeting is also moved from the second Wednesday to the second Thursday of the month to allow council members to attend. The key purpose behind this meeting is to establish the goals for the commission, address any committee structure concerns, and develop the work plan for 2013 making certain to incorporate the Commission's work and goals. The date for the meeting was confirmed as Thursday, January 10, 2012 starting at 5:30 p.m. at North Dale Community Center.

3. DIRECTOR'S REPORT

a. Budget Update

Director Hahm reviewed the current status of the budget explaining that the City Council is in the advanced stages of reviewing the budget. A key issue for Parks and Recreation is the re-partnering of Conway and McDonough recreation centers. This is being closely reviewed and could see more discussion.

Director Hahm also gave a few other status updates. He spoke of the changes in the legislature's leadership, both the House and the Senate, following the elections. The Frogtown Farm Development Agreement has passed through the City Council and is now positioned for the Trust for Public Land to finish their work by the end of 2013. The request for proposal for the Lowertown Ballpark design/build team is due to go out on Friday, November 16, 2012. The responses are due before the Christmas holiday.

5. SUBCOMMITTEE AND TASK FORCE REPORTS

a. Como Regional Park Committee – Commissioner Marckel

Commissioner Marckel explained that the last meeting was canceled and the next meeting is set for December 13th.



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b. Blooming Saint Paul – Commissioner Mountain

Commissioner Mountain explained there were 152 nominations for the Blooming Saint Paul awards, 23 awards will be given out in January. The next scheduled meeting is Monday, November 19th.

c. Transportation Committee of the Planning Commission – Commissioner Trcka

Chair Trcka advised that there was nothing pressing related to Parks and Recreation on the last meeting agenda.

d. Trees Advisory Committee – Commissioner Goodlow

Commissioner Goodlow reported they met last week. Director Hahm gave a short presentation and answered questions posed by the committee. The Tree Advisory Committed is interested in being in better alignment with Parks and Recreation.

e. Victoria Park – Commissioner Shively

Commissioner Shively explained that they held their second meeting in October during which the committee went a brainstorming process to determine the goals and objectives for the committee. Staff is now compiling the results of that session which will be reviewed at the December 4th meeting.

f. Other Reports

Commissioner Shively notified the Commission that the request for proposal for the Westside Flats just went out. The Planning Commission is discussing how parks are used in conjunction with the development in the Westside Flats.

6. ADJOURNMENT

A motion to adjourn was made by Commissioner Marckel and seconded by Commissioner Shively. The meeting adjourned at 8:05 p.m.