

January 2013 Meeting Minutes

**January 10, 2013
Battle Creek Recreation Center**

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

MEMBERS ABSENT: Salina Vang

STAFF PRESENT: Michael Hahm, Brenda Ullrich, Michelle Furrer, Anne Hunt, Gary Korum, Kathy Korum, Jody Martinez, Susie Odegard, Gwen Peterson, and Tom Russell

GUESTS: Eric Anderson, David Bradshaw, Pauline Nixon, Dennis Raun, Frederick C. Stroebe, Simon Sutcliffe

1. AGENDA, MINUTES, INTRODUCTIONS, ANNOUNCEMENTS

- a. The meeting was called to order by Chair Trcka at 5:33 p.m.
- b. A motion to approve the agenda was made by Commissioner Haley and seconded by Commissioner Goodlow. The vote was 8 to 0 in favor with one commissioner absent.
- c. Commissioner Shively moved to approve the December 2012 Meeting minutes. Commissioner Marckel seconded the motion. The vote was 8 to 0 in favor with one commissioner absent.

2. DISCUSSION ITEMS

a. Elected Officials

Anne Hunt, Environmental Policy Director from the Mayor's Office, expressed the appreciation of the Mayor for all that the Parks and Recreation Commission does.

3. ACTION ITEM

a. District Council Lease Agreement Renewals

Director Hahm explained that the lease agreements with the District Councils were before the Parks and Recreation Commission due to them being longer than one year, requiring City Council approval. Each of the lease agreements are renewals of current leases, extending each for three additional years.

A motion was made by Commissioner Mowry and seconded by Commissioner Marckel to approve Resolution #13-01. The vote was 7 to 0 in favor with two commissioners absent.

4. 2012 STAFF REVIEWS

a. 2012 Year in Review – Mike Hahm

Director Hahm gave a brief introduction to the 2012 – 2016 Strategic Implementation Plan Year-End Status Report. Director Hahm also introduced the proposed changes to the current Department geographic service areas. He explained that the adjusted service areas will be a common geographic north / south split along Interstate 94. This change will accomplish better staff and service alignments within the Department as well as facilitate relationships with other departments and the community. Director Hahm also gave a brief overview of proposed changes in the Departmental organizational chart.

b. Youth and Citywide Initiatives – Kathy Korum

Deputy Director Kathy Korum briefed the Commission on the issues and goals of the Youth and Citywide Initiatives for 2013.

c. Recreation Services – Gwen Peterson

Gwen Peterson, Recreation Services Manager, briefed the Commission on the issues and goals of the Recreation Services Division for 2013.

d. Administration, Finance, and Planning – Tom Russell

Tom Russell, Administration, Finance, and Planning Manager, briefed the Commission on the issues and goals of the Administration, Finance, and Planning Division for 2013.

e. Operations – Gary Korum

Gary Korum, Operations Manager, briefed the Commission on the issues and goals of the Operations Division for 2013.

f. Special Services – Susie Odegard

Susie Odegard, Special Services Manager, briefed the Commission on the issues and goals of the Special Services Division for 2013.

g. Design and Construction – Jody Martinez

Jody Martinez, Design and Construction Manager, briefed the Commission on the issues and goals of the Design and Construction Division for 2013.



h. Como Campus Division – Michelle Furrer

Michelle Furrer, Como Campus Manager, briefed the Commission on the issues and goals of the Como Campus Division for 2013.

5. ORGANIZATIONAL ITEMS

a. Review 2013 Commission Work Plan

Director Hahm and the Commissioners reviewed and discussed the draft 2013 Commission Work Plan. A second draft will be put together based on the discussion and the 2013 will be finalized at the February 2013 meeting.

b. Parks Commission Meeting Dates

Director Hahm and the Commissioners reviewed the dates for Commission meetings in 2013. They will remain on the second Wednesday of each month.

c. Public Engagement Strategies

Commissioners Bishop, Marckel, Chair Trcka, and Director Hahm discussed public engagement strategies by the Commission. Commissioner Bishop explained a desire to engage the public as much as possible to ensure the most effective communication of issues facing the public and the Parks and Recreation Department. A decision was made to include public engagement strategies as a standing agenda item for the Commission to discuss current issues and what the Commission can do to engage the public in the public process more effectively.

6. DIRECTOR'S REPORT

a. Introduction of Strategic Plan

Director Hahm explained the five year plan will be distributed to Commissioner and will be placed on the February agenda. Input from the Commissioners is highly encouraged.

5. SUBCOMMITTEE AND TASK FORCE REPORTS

a. Como Regional Park Committee – Commissioner Marckel

Commissioner Marckel explained there was no meeting in January. The next meeting will be in February to discuss the ongoing structure of the committee.

b. Blooming Saint Paul – Commissioner Mountain

Commissioner Mountain said the next meeting isn't until the spring but the Blooming Saint Paul Awards are taking place on Monday, January 28th at Saint Thomas University's O'Shaughnessy Education Center Auditorium.

c. Transportation Committee of the Planning Commission – Commissioner Trcka

Chair Trcka advised he was not in attendance at the last meeting.

d. Trees Advisory Committee – Commissioner Goodlow

Commissioner Goodlow said the holiday meeting went well; they were able to complete some planning for the next year. They also discussed the importance of continued staff direction for the committee.

e. Victoria Park – Commissioner Shively

Commissioner Shively advised that the snow shoe trail hike at the last meeting was fun. It provided a winter perspective of the park. They continued to discuss access to the river from the upper to the lower parts of the park as well as goals and programming ideas. The next meeting will be January 22, 2013.

f. Other Reports

6. ADJOURNMENT

A motion to adjourn was made by Commissioner Haley and seconded by Commissioner Marckel. The meeting adjourned at 7:56 p.m.