

January 2014 Meeting Minutes

**January 9, 2014
Battle Creek Recreation Center**

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

MEMBERS ABSENT: Erick Goodlow, Salina Vang

STAFF PRESENT: Michael Hahm, Dan Udem, Lynda Flynn, Michelle Furrer, Gary Korum, Kathy Korum, Jody Martinez, Tyler McKean, and Tom Russell

GUESTS: Pete Bolstad, Joann Ellis, Robin Madsen, Megan Mueller

1. AGENDA, MINUTES, INTRODUCTIONS, ANNOUNCEMENTS

- a. The meeting was called to order by Chair Trcka at 5:40 p.m.
- b. A motion to approve the agenda was made by Commissioner Bishop and seconded by Commissioner Mountain. The vote was 7 to 0 in favor with two commissioners absent.
- c. Commissioner Haley moved to approve the December 2013 Meeting minutes. Commissioner Shively seconded the motion. The vote was 7 to 0 in favor with two commissioners absent.

2. DISCUSSION ITEMS

a. Elected Officials

No elected officials were present.

3. 2013 STAFF REVIEWS

a. 2013 Year in Review – Mike Hahm

Director Hahm gave a brief introduction to the 2013 – 2017 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 2014.



c. Recreation Services – Gwen Peterson

Lynda Flynn, Citywide Mobile Recreation Supervisor, in for Recreation Services Manager, Gwen Peterson, briefed the Commission on the issues and goals of the Recreation Services Division for 2014.

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 2014.

e. Operations – Gary Korum

Gary Korum, Operations Manager, briefed the Commission on the issues and goals of the Operations Division for 2014.

f. Special Services – Susie Odegard

Tyler McKean, Aquatic Program and Facility Manager, briefed the Commission on the issues and goals of the Special Services Division for 2014.

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 2014.

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 2014.

4. ORGANIZATIONAL ITEMS

a. Review 2014 Commission Work Plan

Director Hahm and the Commissioners reviewed and discussed the draft 2014 Commission Work Plan. Tours of the Recreation Centers where the meeting is hosted will continue to be offered in 2014. A second draft will be put together based on the discussion and the 2014 Commission Work Plan will be finalized at the February 2014 meeting.

b. Parks Commission Meeting Dates

Director Hahm and the Commissioners reviewed the dates for Commission meetings in 2014. They will remain on the second Wednesday of each month.

c. Public Engagement Strategies

Public engagement strategies were discussed by the commissioners including strategies on how to best gather feedback from the public on issues. Discussion was also held on how best to evaluate current engagement strategies being utilized. A decision to perform a review of public engagement strategies when projects come before the Commission was made. The purpose of this review is to look at what strategies worked well and what didn't work well with the goal of using these reviews to help shape public engagement strategies in the future.

5. DIRECTOR'S REPORT

a. Introduction of Strategic Plan

Director Hahm explained the 2014 – 2018 strategic plan will be distributed to the Commission and will likely 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

No update

b. Blooming Saint Paul – Commissioner Mountain

Commissioner Mountain said the awards are scheduled for January 27.

c. Transportation Committee of the Planning Commission – Commissioner Trcka

No update

d. Trees Advisory Committee – Commissioner Goodlow

No update

e. Victoria Park – Commissioner Shively

The Master Plan will be presented to the Parks Commission during the February meeting

f. Other Reports

6. ADJOURNMENT

A motion to adjourn was made by Commissioner Bishop and seconded by Commissioner Haley. The meeting adjourned at 8:15 p.m.