

FEBRUARY 2012 MEETING MINUTES

February 8, 2012

Hayden Heights Recreation Center

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

MEMBERS ABSENT: Andrew Trcka

STAFF PRESENT: Mike Hahm, Diana Berchem, Cy Kosel and Mike Kimble

GUESTS: Eric Thompson, Bill Driver

1. AGENDA, MINUTES, INTRODUCTIONS, ANNOUNCEMENTS

- a. The meeting was called to order by Chair Carter at 6:30 pm.
- b. Commissioner Marckel moved to approve the agenda; Commissioner Shively seconded the motion. The vote was 5 to 0 in favor with four commissioners absent. Commissioners Goodlow, Mowry and Mountain arrived after this vote was taken.
- b. Commissioner Haley moved to approve the January 2012 minutes; Commissioner Bishop seconded the motion. The vote was 5 to 0 in favor with four commissioners absent. Commissioners Goodlow, Mowry and Mountain arrived after this vote was taken.

2. ACTION ITEMS

a. **Resolution #12-01 Department Strategic Plan 2012-2016**

Director Hahm explained that the Department Strategic Plan is a procedural item to provide framework and goals to meet guidelines for agency accreditation. This document is reviewed twice a year.

Commissioner Shively noticed that the Bicycle Advisory Board was mentioned in one of the strategic implementation action goals and asked if the Board was still in existence. Director Hahm indicated that it is not and thanked Commissioner Shively for noticing the inaccuracy. He said this particular goal will be revised.

Director Hahm recommended the Commission endorse the 2012-2016 Department Strategic Plan – with revisions.



A motion was made by Commissioner Bishop to accept Resolution #12-01 once the Revision is made. Commissioner Shively seconded the motion. The vote was 5 to 0 in favor with four commissioners absent. Commissioners Goodlow, Mowry and Mountain arrived after this vote was taken.

3. DISCUSSION ITEMS

a. 2012 Workplan Review

Director Hahm indicated the 2012 Workplan is based on the output from the January meeting. He further indicated that this year's networking event being held at the new Como Pool, in accordance with the grand opening, was well received by staff who manage the facility. It is scheduled for Wednesday, June 13 with the Como Streetcar Station reserved as backup in case of inclement weather.

A motion was made by Commissioner Haley to accept the 2012 Parks and Recreation Commission Workplan as shown. Commissioner Marckel seconded the motion. The vote was 5 to 0 in favor with four commissioners absent. Commissioners Goodlow, Mowry and Mountain arrived after this vote was taken.

b. EAB Management Plan Update

Cy Kosel, Natural Resources Manager, gave an updated status of the emerald ash borer situation.

c. Forestry & Streetscape Overview

In response to inquiries from the Commission on forestry and streetscaping, Cy Kosel, gave an overview of how the Department contributes. He indicated the Saint Paul streets are under the jurisdiction of the Public Works Department. Exceptions to this are: through planting and maintenance of boulevards by the Department of Parks and Recreation's Forestry Section, guided by the Street and Park Tree Master Plan; by working with Public Works on construction issues and storm water management; through Parks and Recreation Design projects; through efforts to increase beautification by the Blooming St. Paul Program; through contracts by Public Works to assist in design, installation and restoration; and beginning in 2012, many areas historically maintained by the Department of Parks and Recreation.

d. Commission Policies

Director Hahm reiterated the reason for updating the Commission Policies and asked the Commission to look at each policy and provide feedback so that the policies can be finalized by the March meeting. The policies will be sent to each Commissioner electronically showing our recommended changes through strikeouts and/or as marked in red. The policies will be sent in a Word document format to allow for the Commissioners to easily note their comments on the policies.



e. **Parkland Issues Report Form**

Director Hahm briefly talked about the purpose of the parkland issues report form then introduced Mike Kimble who gave an overview of the report. Discussion followed with recommended changes. Director Hahm indicated that the report will be used starting in April.

4. DIRECTOR'S REPORT

a. **Budget Update**

Director Hahm indicated there are no budget updates at this time.

b. **Monthly Director's Report**

Director Hahm indicated that a new format is being determined to provide a monthly director's report. Over the last few months, the monthly director's report was sent electronically to a list of recipients, which included the Parks Commission, but feedback showed that a very small percentage of people actually opened the email. Video reporting on the Departments website via Facebook and Twitter is being looked into as resources to provide this information. There is more information to follow.

Director Hahm talked about the recent discussion with the Capital River Watershed District relating to rulemaking and partnering. He said that both parties agreed to work to align big picture goals and improve communication as a mutual undertaking. Policy considerations will be brought before the Commission as necessary.

c. **Public Hearing**

The general process for the Great River Passage Public Hearing scheduled for Wednesday, February 29 at the Wellstone Center was discussed.

5. SUBCOMMITTEE AND TASK FORCE REPORTS

a. **Como Regional Park Committee** – Commissioner Marckel

Commissioner Marckel indicated the next meeting is Thursday, February 16. Discussions will be on the RFPs for Signage and Wayfinding.

b. **Blooming St. Paul** – Commissioner Mountain

Commissioner Mountain said the Blooming St. Paul Awards were held January 23 and the next meeting is Monday, February 13.

c. **Transportation Committee of the Planning Commission** – Commissioner Trcka

No report.



- d. **Trees Advisory Panel** – Commissioner Goodlow
Commissioner Goodlow provided a TAP update and mentioned a topic of focus was on a draught plan.
- e. **Victoria Park** – Commissioner Shively
Commissioner Shively indicated the task force application process is being reviewed next week with District 9 – W.7th/Fort Road Federation before releasing to the public.

6. ADJOURNMENT

Commissioner Haley motioned to adjourn. Commissioner Mountain seconded the motion. The meeting was adjourned at 8:00 pm.

