

APRIL 2012 MEETING MINUTES

April 11, 2012
Hazel Park Recreation Center

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

MEMBERS ABSENT: John Mountain and Andrew Trcka

STAFF PRESENT: Mike Hahm, Diana Berchem, Mike Kimble, Tom Russell, Brian Tourtelotte, Gary Korum, Alice Messer

GUESTS: Fu Lee, Ka Gee Vang, Chad Lemmons

1. AGENDA, MINUTES, INTRODUCTIONS, ANNOUNCEMENTS

- a. The meeting was called to order by Chair Carter at 6:35 pm.
- b. Commissioner Bishop moved to approve the agenda; Commissioner Shively seconded the motion. The vote was 6 to 0 in favor with three commissioners absent. Commissioner Mowry arrived after this vote was taken.
- c. Commissioner Bishop moved to approve the Great River Passage Public Hearing minutes; Commissioner Shively seconded the motion. The vote was 6 to 0 in favor with three commissioners absent. Commissioner Mowry arrived after this vote was taken.
- d. Commissioner Bishop approved March 2012 minutes; Commissioner Shively 2nd the motion. The vote was 6 to 0 in favor with three commissioners absent. Commissioner Mowry arrived after this vote was taken.

2. ACTION ITEMS

a. Resolution #12-03 2165 Mailand Road Parkland Diversion

Mike Kimble, project manager, described the situation at 2165 Mailand Road. He explained that Highwood Hills Recreation Center abuts the northern and western edges of this property. The owners of the property requested to purchase an easement along the entire length of the east boundary for the purpose of using the existing gravel driveway which is the only means of access to the owners' home. Installing a new driveway would be difficult because it would require re-establishing the road and would be an extreme financial hardship on the owners. As a result, a phased purchase of the easement over five years has been negotiated with the owners for the non-exclusive use of the driveway.



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It was noted that the Department of Parks and Recreation would continue to use the driveway as they have done in the past which would only be a couple times a year.

The owners along with their attorney, who were present, indicated their understanding of the situation. They are in agreement with the easement proposal and the five year phased purchase even though exact costs are unknown at this time which will be determined per a parkland diversion. A survey is being done to determine the actual percentage of use which will determine the total cost to the owners.

The Department of Parks and Recreation supports the agreement and recommends the Commission adopt the resolution.

A motion was made by Commissioner Haley to accept Resolution #12-03 and seconded by Commissioner Goodlow. The vote was 7 to 0 in favor with two commissioners absent.

Director Hahm noted that this is the first project using the new Land Use Form and requested any feedback be sent to him.

3. DISCUSSION ITEMS

a. **Payne/Maryland Update**

Tom Russell, the Department's administrative representative for the project and Brian Tourtelotte, project manager, each gave a brief overview of the project. Tom talked about the history and current status of the project and Brian provided hand outs showing plan layouts for the space within the building as well as the grounds.

The projected timeline is: going out for bids in early June 2012; groundbreaking in July 2012; construction starting August 2012; completion in September 2013; opening in October 2013.

The building will house City staff from the Department of Parks and Recreation and the St. Paul Libraries. Phase II will be implemented as private funds are assembled and space will be added serving the partnerships with the YMCA, Bradshaw Celebration of Life and the Arlington Hills Lutheran Church.

b. **Assessment Management Data/Operations**

Director Hahm introduced the Assessment Management Data for the Operation Division as a workplan item. Gary Korum, Operations Manager, provided a presentation and overview. He talked about five key points of management over the last five years.



- 1) Although necessary work is being completed within all of the areas listed, we have limited resources and capabilities to respond simultaneously to issues that arise.
 - 2) Water has become an important part of our assets Department-wide and our service delivery and staffing levels needs to be evaluated. Division plumbing FTE resources will need to be increased to keep up with demand, at least on a seasonal basis.
 - 3) Arts & Gardening and Environmental Services rely heavily on staffing through the Youth Job Corp Program (YJC). Without the YJC assistance, additional resources will be necessary or these programs will go away.
 - 4) Artificial surfacing has become a very popular option/amenity within our system not only as an athletic surface for sports, but also as a safe surface beneath play areas. Staff is currently working with the Office of Financial Services to develop a process to dedicate fees for future replacement.
 - 5) Seven of our play areas have synthetic turf surfacing, with additional sites planned. The wear and tear on these facilities and the exact life expectancy is unknown for our use patterns. Staff is currently studying the balance of synthetic turf versus sand for safety surfacing under our play areas.
- c. **Elected Officials Communication Follow up**
It was discussed which Parks Commissioner is planning to meet with which City Councilmember: Chair Carter – Ward 5/CM Brendmoen; Commissioner Marckel – Ward 4/CM Stark; Commissioner Mountain – Ward 3/CM Tolbert; Commissioner Bishop – Ward 6/CM Bostrom; Commissioner Shively – Ward 7/CM Lantry; Commissioner Haley – Ward 2/CM Thune; Commissioners Mowry and Goodlow – Ward 1/CM Carter.

The Commissioners discussed the talking points provided as helpful for the discussions.

4. DIRECTOR'S REPORT

a. **Monthly Director's Report**

Director Hahm indicated that video blogs will be created on a monthly basis of current and upcoming activities which will be distributed to staff. These will act as the Parks Commission monthly updates. Feedback is encouraged!

b. **Budget Adjustments and Impacts for 2012**

Director Hahm indicated there are no updates pending the 2013 budget instructions.



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c. Great River Passage Follow-up

Director Hahm brought up the possibility of pushing back the Parks Commission's Great River Passage action to a later date rather than at the scheduled May 9 Commission meeting where it currently is advertised. The Commissioners requested three weeks time for review of the staff report from when it is available prior to a meeting for action.

The Commissioners discussed the public benefit from three weeks as well. Based on this desire, the Commissioners discussed a likely special meeting to act on the plan in late May or early June.

5. SUBCOMMITTEE AND TASK FORCE REPORTS

a. Como Regional Park Committee – Commissioner Marckel

Commissioner Marckel indicated a vendor was chosen for the Signage and Wayfinding in Como Park. The vendor, Visual Communications, has questions that they will be using to guide an initial project kick-off conversation with the community. Commissioner Marckel asked for feedback from the rest of the Commission. The questions from the vendor will be sent to each Commissioner electronically for their comments. Comments can be sent back to Commissioner Marckel.

Commissioner Marckel also said that the Como Pool opening has been a topic of discussion, specifically a naming contest for the concession stand.

b. Blooming St. Paul – Commissioner Mountain

Commissioner Mountain was not in attendance but did provide Blooming St. Paul updates: They met on March 19 and went through the current garden list to review who was responsible for upkeep and where there is the greatest need for additional volunteers. Each Ward rep was going to outreach to local community groups to get a better sense of what might be some viable options. Also, they looked at a citywide garden map to see what areas of the City were "garden deserts" and if there were locations that could be identified for future gardens.

Commissioner Mountain had a question about the process for the Great River Process. He asked if some of the suggestions/concerns that have surfaced will be addressed in the revision. Director Hahm indicated that updates will be addressed in the staff report which will include the errata list items.

c. Transportation Committee of the Planning Commission – Commissioner Trcka
No report.



d. **Trees Advisory Panel** – Commissioner Goodlow

Commissioner Goodlow said that the Tree Advisory Panel discussed a “drought plan” (how to take care of trees) which will eventually be put on the website. Other items of discussion were enforcing tree service licenses.

e. **Victoria Park** – Commissioner Shively

Alice Messer, Parks and Recreation’s Design Section project lead for Victoria Park, said that she met with the Fort Road Federation to go over the applications for the Victoria Park Advisory Committee and they have come up with their selections. Commissioner Shively and Fort Federation Vice President, Tonya Nicholie, will be co-chairs for the Committee.

Commission Shively indicated the Committee will engage the individuals/organizations who were not selected for further support.

It was recommended that the Parks Commission approve the Committee.

A motion was made by Commissioner Shively to adopt the Victoria Park Advisory Committee and seconded by Commissioner Bishop. The vote was 7 to 0 in favor with two commissioners absent.

6. ADJOURNMENT

Commissioner Marckel motioned to adjourn. Commissioner Bishop seconded the motion. The meeting was adjourned at 7:55 pm.



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