

**MINUTES**  
**Wednesday, April 13, 2016**  
**Highland National Golf Course**  
**1403 Montreal Ave.**  
**6:30 p.m. – 8:00 p.m.**

**MEMBERS PRESENT:** Susan Bishop, Erick Goodlow, Dave Haley, Dan Marckel, John Mountain, Betsy Mowry-Voss, Emily Shively

**MEMBERS ABSENT:** Andy Trcka, Salina Vang

**STAFF PRESENT:** Mike Hahm, Joan Phillips, Jessica Williams, Jody Griffin, Alex Glass, Josh Williams of Planning and Economic Development

**GUESTS:** Shirley Erstad, Friends of the Parks & Trails

**1. AGENDA, MINUTES, INTRODUCTIONS, ANNOUNCEMENTS**

- The meeting was called to order by Vice Chair Bishop at 6:30 p.m.
- A motion to approve the agenda was made by Commissioner Haley and seconded by Commissioner Mowry-Voss. The vote was 5 to 0 in favor with four commissioners absent.
- A motion to approve the February 2016 minutes was made by Commissioner Shively and seconded by Commissioner Mountain. The vote was 5 to 0 in favor with four commissioners absent.
- A motion to approve the March 2016 minutes was made by Commissioner Haley and seconded by Commissioner Mountain. The vote was 5 to 0 in favor with four commissioners absent.

**2. DEPARTMENT HIGHLIGHTS**

**A. Recreation Services – Municipal Athletics**

- Alex Glass, Jody Griffin and Jessica Williams presented an overview of Municipal Athletics and presented the Commission with information on the youth and adult sports programs and usage of team sideline scheduling software.

**3. DISCUSSION ITEMS**

**A. Mississippi River Corridor Critical Area Rules (MRCCA) – Josh Williams, Planning & Economic Development**

- Josh Williams with Planning and Economic Development presented information on the Mississippi River Corridor Critical Area rulemaking process to include background, an overview of process, and the key issues for Parks and Recreation.
- The Parks Commission will hold a public comment period at the May meeting as they consider a draft of a resolution on MRCCA that will outline background, a description of process, and identification of specific items that impact Parks and Recreation. The Commission will have the ability to modify based on public comment.

**B. Addition of Public Comment Period to Monthly Agenda**

- The Commission was in favor of the addition of a public comment period to the monthly agendas. It was requested that a draft of a policy or statement that would outline clear expectations of what an advisory board can and cannot, a timeframe, and a process be drafted



by Parks and Recreation staff. The Commission will review and make a final decision to ensure that all concerns are addressed with the addition of comment period.

C. **Adjustment to Schedule of Meeting Dates**

- The Commissioners moved to change the meeting schedule to the second Thursday of the month at 6:30 p.m., with implementation scheduled for September of 2016.

4. **DIRECTOR'S REPORT**

- Director Hahm announced the retirement of Jody Martinez, Manager of Design & Construction, effective May 12, 2016. Joan Phillips will forward information on the interim changes to the Parks & Recreation management team out to the Commission.
- Director Hahm invited the Commission to attend Mayor Coleman's State of the City Address scheduled for April 19, 2016 at Penumbra theatre.
- Legislative work continues and Parks will continue tracking as needed. Director Hahm encouraged the Commissioners to funnel any questions through Parks & Recreation Commission staff.

5. **SUBCOMMITTEE AND TASK FORCE REPORTS**

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

- Commissioner Marckel noted that the quarterly update meeting had been held. Kathleen Anglo had presented information on the intersection at East Como Blvd. as it relates to the Grand Rounds Design and Implementation Plan that was informative.

B. **Transportation Committee of the Planning Commission – Chair Trcka**

- No update.

C. **Trees – Commissioner Goodlow**

- Commissioner Goodlow noted that the Tree Advisory Panel was presented with an update on Emerald Ash Borer.

D. **Hwy 5/Shepard Rd. Access Options Study Community Advisory Group – Commissioner Mountain**

- Commissioner Mountain noted that the contract issues with the consultants had been resolved and meetings were targeted to resume sometime on May.

E. **Grand Rounds Advisory Committee – Chair Trcka**

- No update.

F. **Community Engagement Reports**

- No update.

G. **Other Reports**

- No update.

6. **ADJOURNMENT**

- Commissioner Haley made a motion for adjournment. Commissioner Marckel seconded.