

**MINUTES
PARKS & TRAILS COMMISSION MEETING
JANUARY 14, 2020**

MEMBERS PRESENT: Mary Auger, Wendy Kvale, Tina Kaney, Tonya Prim, and Don Heinonen

MEMBERS ABSENT: Tom Anderson, and Annette Meyer

COUNCIL & BOARD REPRESENTATIVE:

CITY STAFF & OTHERS: Marcia Larson and Lolly Randall

CALL TO ORDER:

Wendy Kvale called the meeting to order at 4:30 p.m.

Amendments to Agenda:

No amendments were made to the Agenda.

APPROVAL OF OCTOBER 8, 2019 MEETING MINUTES:

Motion by Heinonen, seconded by Kaney, to approve the October 8, 2019 Meeting Minutes as written. Motion carried.

2019 PARKS AND RECREATION SUMMARY

Marcia presented a summary of the projects, accomplishments, and challenges in 2019. She will share the annual report at the end of the month.

Marcia reviewed the rentals for 2019. Reviewed the online reservation that is now available on RecDesk.

Received a MPCS grant to replace gas mowers and blowers with electric ones. Staff removed 165 trees and 100 trees were planted. There were several plantings completed as well as plantings with Birds, Bees, and Butterflies. Promotional banners were hung throughout town. Park & Recreation received the Partnership of the Year award by the Jaycees.

Daniel's Music playground was installed at Paul Bunyan Park. The Gordon Falls Park project is nearly completed. The Carnegie Library Lakeview Room was available for rent and a variety of programs have been held there.

Kids in Motion day camps - all 10 weeks had a waiting list with at least three people on the list. Free breakfast and lunch was available onsite. In 2020 there will be two sites of Day Camp and campers can pick their activities.

Jaycees and Spinal Health Professionals gave \$1000 towards the scholarship fund. Recreation paid \$12,000 in rent other facilities for gym/program space for the day camps. Five grants were awarded totaling \$8,327.77. There were 19 local businesses donated to various recreation events.

2020 PRIORITIES/STRATEGIC PLAN

Marcia reported that the City Council has allocated \$75,000 in the Capital Improvement Plan for park improvements. Up to \$50,000 has been allocated to the Natural Playscapes project that will be located in North Country Park

Reviewed the completed items on the strategic plan that included adding the department sign at the entrance on 5th Street, creating the Special Event Ordinance and updating the Park's rules and regulations, improved the online application process, redeveloped the department's website that included RecDesk, streamlined event permitting process, improved the registration and scheduling software, identified city facilities that may be converted or expanded, and created a full-time Special Event position.

Projects that are in progress include attending events to promote parks and trails, expanding work order app, define operating facility needs, explore partnerships with other organization, and expand using the forestry app for inventory and maintenance.

Working at improving access to the department to find or build a new visible and accessible "storefront" for Recreation Department staff and programs.

Future goals focus on marketing programs/tools that includes getting recreation information out to the public. Did a recap of the projects to work on and/or be completed in 2020.

The RFP's for the natural playground are due back in two weeks and will then need to be reviewed.

Implementing a plan for the emerald ash bore preparedness. A grant has been received by the DNR and staff will work with personnel from the University of Minnesota on this project.

2020 PARKS AND RECREATION COMMISSION – ROLES/ MEETINGS

Received an application for the Commission from Tim Faver. Mary Auger is considering not reapplying for another term.

COMMISSIONER UPDATES

Tina found information on an outdoor winter activity park that she will forward to Marcia.

UPDATES:

Discussed Cameron Park updates. There is a temporary warming house in St Paul that they are willing to give the city as long as there is a way to get it up here. Plans for Cameron Park will need to be discussed at a future meeting.

ADJOURNMENT

Motion by Heinonen, seconded by Prim, to adjourn the meeting at 6:00 p.m. Motion carried.

Respectfully submitted,

Lolly Randall
Administrative Assistant