



PARKS AND RECREATION ADVISORY COMMITTEE MEETING

**CITY COUNCIL CHAMBERS
1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118
APRIL 11, 2023 at 6:00PM**

1. Roll Call

2. Citizen Comments

3. New Business

3.A. Approve March 14, 2023 Minutes

Documents:

[031423.PDF](#)

3.B. Introduce New Members - Nadine Wenzel And John Cronin

4. Old Business

4.A. Park Naming Ideas

Documents:

[PARK NAMING IDEAS.PDF](#)

4.B. Park Assignments

Documents:

[PARK ASSIGNMENTS - UPDATED.PDF](#)

4.C. Core Values Discussion

Documents:

[CORE VALUES DISCUSSION.PDF](#)

4.D. Explore West St Paul Days - Update

5. Other

5.A. Council Updates

5.B. Staff Updates

5.C. Environmental Committee Liaison Updates

6. Adjourn

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WEST ST. PAUL PARKS & RECREATION ADVISORY COMMITTEE
MEETING MINUTES
6:00 PM, Tuesday, March 14, 2023
West St. Paul Council Chambers

Park & Rec. Members Present: Chair Dave Lynch, Luke Abrahamson, Bonnie Bellows, Sara Blair, Kelly Hagler, Teresa Smock, Emily Vergin

Non-Voting Members Present: Council Liaison Wendy Berry, Parks and Recreation Director Dave Schletty

1. Roll Call

2. Citizen Comments-NA

3. New Business

a. Adopt Minutes

Chair Lynch called the meeting to order at 6:00 pm. The February 14, 2023, minutes were approved by the Committee.

b. Egg Hunt Details

Assistant Parks Director Schletty reviewed the annual Egg Hunt celebration details with the committee. It will be held at Harmon Park on the morning of Saturday, April 8 at 9:30 am; the egg hunt will be at 10 am. It is a free event and no registration needed. A new part of the program event is the Eggcessible Egg Hunt for youth with disabilities. The Eggcessible program is free; however, participants must register for the activity.

c. Explore the Doors

Schletty gave some background on the “Explore the Doors” concept. The Art Park committee has been discussing ways in which to get community involved in public art. An artist presented his concept of “Explore the Doors.” It would entail the installation of “fairy doors” in city park trees and encouraging park visitors to find them all. The doors would be accessible to three-year olds and not hidden in a tree grove. Each door will be custom fit to a “tree nook”. The city will have a page dedicated to “Explore the Doors” information.

The Park and Recreation Committee approved a motion was to move forward on the “Explore the Doors” proposal.

d. Park Assignments

The Committee discussed the list of parks and which parks should have committee member assignments. Schletty mentioned that the city plans to conduct random pop-up community events; they will be good opportunities for members to meet with residents. The city plans for members to be trained for these events by an outside consultant.

e. Disc Golf Course Discussion

Lynch reported that a lot of buckthorn has been removed from Garlough and Marthaler Parks. The clearing has made it possible potentially to expand the disc golf course in Garlough Park.

4. Old Business

a. Naming of Unnamed West St. Paul Parks

Schletty said that the city would not be naming the trail at Thompson Oaks at this time. It will be done at the future. The city is looking at multiple options.

b. Core Values Discussion

Schletty said the Committee has identified its five core values and their definitions. Once the values have been finalized, the document will be added to the Parks and Recreation Advisory Committee web page.

5. Other

a. Council Updates

i. Strategy Meeting-Clpn. Berry reported that Council had their meeting last Saturday. The city has set tangible goals for engagement and inclusion; these goals may be applied to park programming.

ii. Trash Cleanup Day- The day is set for the same day as Earth Day. -

b. Staff Updates

i. Marthaler Park Project—Schletty related that the city is in the final stages of the plans. Tomorrow the plans will go out for bid.

ii. New Commissioners- The new members for the committee are Nadine Wenzel from Ward I and John Cronin from Ward III.

iii. Butler Avenue Trail Open House-Lower Mississippi Water Management-Clpn. Julie Eastman of the Lower Mississippi Organization said there is going to be an open house at Thompson County Park on April 25 regarding the trail along Butler Avenue.

iv. Disc Golf Course- The City will be working with Tree Trust. Tree Trust is a company that takes at-risk youth and provides them on-the-job training. Tree Trust will rebuild the bridge and trail area in disrepair at the disc golf course.

v. Summer Programming- Program Registration opened up about a month ago, Registration numbers are very high and many programs are already full.

c. Environmental Committee Liaison-Member Vergin reported that the committee convened and met the new Recycling Coordinator, Courtney. There will be an environmental fair event at Garlough School on May 5. Some of committee members will participate in order to do outreach. There are efforts for a community garden at Heritage School as well. They are also progressing with the GreenSteps program with the Recycling Coordinator. The committee is working with the Planning Commission regarding zoning code updates.

6. Adjournment-The meeting was adjourned at 7:24 pm.

Respectfully submitted,

Sharon G. Hatfield
Administrative Specialist

TO: Park & Recreation Advisory Committee
FROM: Parks & Rec Director
DATE: April 11, 2023
SUBJECT: Park Naming Ideas



City of West St. Paul

BACKGROUND INFORMATION:

The subcommittee of members Lynch and Vergin have been working on ideas for naming 2 of our unnamed parks. Here are some of the current ideas they have generated:

Art Park/corner of Oakdale and Butler Park

Imagination Park

Creativity Corner

Art Park

Gateway Park

Pool Park

Weatherhead

Heinemann

Orme East

Shady Lane

Shady Grove

They have some additional ideas to share about how to present the names to the public and get feedback from residents.

Park Assignments

Park	Member(s) Assigned	Notes
Marthaler		
Garlough		
Southview		
Sports Complex		
Mud Lake		
Art Park		
Weschcke		
Haskell		
Oakdale		
Emerson		
Kennedy		
Albert/Dodd		
Harmon		
Pool/park		

TO: Park & Recreation Advisory Committee
FROM: Parks & Rec Director
DATE: April 11, 2023
SUBJECT: Core Values Discussion



City of West St. Paul

BACKGROUND INFORMATION:

At the August 2022 work session, the Committee developed a list of priorities for the next couple years. One of those priorities was to create a list of Core Values. These Core Values will be used when discussing and developing all parks and recreation items moving forward. At the work session members began to discuss some options for the core values including:

- Accessibility
- Community
- Equity
- Safety
- Environmental Aspects
- Fiscal Responsibility

At the September 2022 meeting, members continued the discussion and decided to remove fiscal responsibility, since it is a given already. Member Bellows provided some initial thoughts (below) on defining each core value:

Parks and Recreation Advisory Committee CORE VALUES

Once the values are defined, our committee can decide how to make sure we use them as we make decisions and provide recommendations to City Council.

ACCESSIBILITY:

- The quality of being able to be reached or entered, of being easy to obtain or use
 - Easier to get there
 - Programs for everyone
 - Age and ability appropriate

COMMUNITY ENGAGEMENT:

- Pertains to the process by which a third sector organization and individuals work to build permanent, continual relationships to create an overarching vision for the benefit of the community as a whole.
 - Knowing the demographics of area
 - Maintaining Communication with residents
 - Regular gatherings
 - Direct interaction

EQUITY:

- Refers to fairness and justice; it means recognizing that we do not all start from the same place and must make adjustments to imbalances.
 - We must really know the community and where the barriers are
 - Everyone has the same access to opportunities

SAFETY:

- Is a state in which hazards and conditions leading to physical, psychological or material harm are controlled in order to preserve the health and well-being of individuals and the community
 - Regular maintenance of trails, equipment
 - Rules for conduct in parks and for celebrations

ENVIRONMENTAL RESPONSIBILITY:

- Is the community's duty to protect and improve their environment; a environmentally responsible community assesses their environmental sustainability and applies this knowledge to its decision-making.
 - preservation of green space
 - Pollinator plantings
 - Decisions should be made with environmental considerations

Members have been working through each definition and have been stuck on defining Equity. Member Blair has volunteered to take all the ideas and try to come up with a solid definition. Here is what she has come up with:

EQUITY

Refers to providing what is necessary (funding, development, or special programs) to create the same access to city parks, recreational programming, and community offerings regardless of geographical location, income level, race, language, ethnicity, gender identity, ability, or age.

- Equitable annual facility and park investments, including park operations and maintenance.
- Inclusive park and recreation programming.
- Diverse Park & Rec workforce that reflects the diversity of the community
- Intentional effort to elevate the voices of those most impacted by health disparities and environmental injustice to inform parks' policies, programming, activities, and services.

STAFF RECOMMENDATION:

Continue the discussion of Core Values for the Parks and Recreation Advisory Committee to use for all future discussions.