

WEST ST. PAUL PARKS & RECREATION ADVISORY COMMITTEE
MEETING MINUTES
5:30 PM, Tuesday, September 13, 2022
West St. Paul Council Chambers

Park & Rec. Members Present: Chair Dave Lynch, Luke Abrahamson, Pat Armon, Bonnie Bellows, Sara Blair, Emily Vergin

Absent: Kelly Hagler, Teresa Smock

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

1. Roll Call

2. Adopt Minutes

Chair Lynch called the meeting to order at 5:30 pm. The July 12, 2022 minutes were approved by the Committee.

3. New Business

a. Discussion of Core Values

Assistant Parks and Recreation Director Schletty talked about the core values the Committee would like to establish to inform decision-making: Accessibility, Community Equity, Safety, Environmental Aspects and Fiscal Responsibility. After some discussion, the Committee decided to remove Fiscal Responsibility, as it was the Committee's job to think of "big ideas." The final list for the core values consisted of Accessibility, Community Engagement, Equity, Safety and Environmental Responsibility.

b. Citizen Comments

Joe Knoepfler, 1902 Duck Pond Drive

c. Committee Planning Calendar

The Committee discussed the West St. Paul website's event calendar. Schletty said that residents could be notified of the events through the website. Member Vergin suggested having the events on the calendar color-coded for age groups and the ability to have the events link to personal calendars. Schletty said that it was a matter of working with the website team for functionality. Member Abrahamson said that this meeting exercise is for Committee planning. Schletty suggested having an internal document for planning. It could be an item on every meeting agenda. Schletty will draft the calendar.

d. 2022 Halloween Events

Schletty said that instead of having one Halloween event, the City has decided to have some mini events spread out over the month of October and having a smaller event on October 31.

The events include:

- Coloring Contest, Oct. 1- Oct 28.
- Cocktail Creations, Oct. 6- Foodsmith restaurant will teach adults how to make Halloween inspired mixed drinks.
- Candy Corn Crafts- Oct. 13, City staff will run the craft session at Harmon Neighborhood Center for children ages 5-11.

- Candy Making Class, Fri Oct. 28- The class will be at Thompson Park for children ages 7-11.
- Trick or Treat Pit Stop, Halloween night, Oct. 31-City staff will handout treats at the Harmon Park Neighborhood Center.

e. Park Master Planning

Schletty said that the Committee should be working on a master plan for the park system. The Committee would take the inventory they performed and the “big picture ideas” and create the park master plan for the next 20 years.

4. Old Business

a. Parks & Recreation Advisory Committee Goals and Objectives-

Schletty related that he made a presentation to Council last night on the main five goals that the Committee developed.

The goals included:

Increased communication to residents regarding parks and recreation,
Increased presence at City Events,
Development of a list of core values and beliefs used for assessing future projects,
Improvement of recreation programming keeping new partnership and core values in mind, and
Completion of a park system masterplan.

Schletty reported that Council supported these ideals and goals. The Mayor suggested installing a digital sign at the Sports Dome as a means of communication. Council liked the idea of Committee Members in West St. Paul tee shirts and/or nametags to meet residents in the parks to get their input.

b. Park Naming Policy

Lynch reported that he and Vergin met and discussed the park naming policy. They talked about the swimming pool park, the art park and potentially, the ice arena park. They talked about naming the parks after people, like police and firefighters, who have served the community and perhaps, given their life for the community. They also suggested the Optimist of the Year. The name should be something impactful for the future and make the resident feel more connected to the history of West St. Paul.

Schletty said that West St. Paul has not had any police officers lose their life in the line of duty. However, the fire department lost three members in the early seventies; their names were immortalized in a plaque in Marthaler Park. Schletty said that 2024 would be the 50 anniversary of their deaths; it would be an apt memorial of the event.

5. Other

a. Council Updates- NA

b. Staff Updates

- i. **Marthaler Redevelopment Update-** Schletty is working with a consultant from WSB and Associates to do the final changes on the plan. An architect will be brought onsite for the design of the bathroom buildings and the picnic shelter.
- ii. **Mural in Bike Tunnel-**Schletty said that the mural under Charlton Street is being put up now.

- iii. **West St. Paul Days-** City staff meeting will be bring updates to council at the next meeting regarding the West St. Paul Days events. .
 - iv. **Ice Arena Project-** The outdoor project is almost accomplished. The project is scheduled to be completed by late October.
 - v. **Thompson Oaks/former golf course-**Work is being done currently on the trail. Tree removal is being done for the new townhomes. One third of the site will be [City] park green space. Potentially, the space would need to be named.
- c. **Environmental Committee Liaison Updates-**Vergin reported that the committee met last week and discussed core values. The committee is focused on the future and ways they can make suggestions that are more impactful. They talked about making the frequent committee recommendations into City Code so that contractors know what to expect when they come to the City.
6. **Citizen Comments-**
Abrahamson announced that in the next Parent Ambassador Monthly Meetings with the Superintendent, the group would be talking about various partnerships with the schools. Schletty said he would send Sam Murphy to represent the City. The meeting will be on October 10.
7. **Adjournment-**The meeting was adjourned at 7:19 pm.

Respectfully submitted,

Sharon G. Hatfield