

**WEST ST. PAUL PARKS & RECREATION ADVISORY COMMITTEE  
MEETING MINUTES**

**5:30 PM, Tuesday, December 13, 2022  
West St. Paul Council Chambers**

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

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

**1. Roll Call**

**2. Adopt Minutes**

Chair Lynch called the meeting to order at 5:30 pm. The October 11, 2022 minutes were approved by the Committee.

**3. Citizen Comments**

Lynch congratulated Member Armon for his election to City Council.

**4. New Business**

**a. Review Marthaler Park Playground Options**

Parks and Recreation Director Schletty talked about the new playground for the Marthaler Park. The budget for the new playground is \$175 K. City staff have reached out to local vendors describing the playground “container” and the budget to see what their “best ideas” would be. Schletty presented a number of playground options to the committee. After some discussion regarding the options, the committee narrowed the options down to three playground proposals; they featured either a zip line or a climbing/netting component. Schletty will work with Sarah, [staff media consultant] to create a survey on social media asking residents which playground they prefer.

**b. Summer Recreation Programs Presentation**

Recreation Supervisor Murphy gave a report on park quarterly programming.

**5. Old Business**

**a. Continued Core Values Discussion**

A committee member asked what the next steps would be. Schletty said the values were brought before Council. Council liked the five key topics. The Committee must now set the definitions and put them into practice in all of their future decisions. It can be a working document and changed if need be. Murphy, who is part of the City’s equity team, provided the rough draft of the “Equity” definition: to pursue Equity means to recognize and acknowledge the disadvantages that marginalized groups face in various systems. [The] planning and approaches [of City Staff, Commissions and Council] should aid and foster an environment that gives people what they need to be successful without barriers.

**b. Naming of Unnamed West St. Paul Parks**

Member Vergin summarized the subcommittee’s discussion.

**c. Explore West St. Paul Days-Update**

Schletty summarized the plans for next year’s Explore West St. Paul Days’ event. The dates for next year’s event are June 8-10, 2023.

**6. Other**

**a. Council Updates**

- i. Bike/Ped Plan-Clpn.** Berry reported that Council was presented an updated Bike Ped Plan. Many recommendations from Council were incorporated into the plan.
- ii. Public Policy Intern-** Berry related that a public policy intern was watching attendance at events and activities as a performance indicator for success. Berry would like to find other indicators for the Park and Recreation Department.

**b. Staff Updates**

- i. Master Plan-** Schletty reported the RFP has been sent out for the Master Plan. He has received interest from a number of firms. Proposals are due next Friday.
  - ii. Committee Member Park Assignment-** Schletty said that Lynch had discussed having Committee Members assigned to work on certain parks. The work will start this spring. Members should start thinking about which park they would like to be assigned. The park assignment can also be rotated between members.
  - iii. Committee Membership-** Currently there is one vacancy on the committee and there will be one more vacancy once Armon leaves the committee. There are four committee members that have expiring terms. Terms expire March 1. Members Bellows, Lynch, Blair and Hagler should contact Schletty and indicate if they would like to continue on the committee.
  - iv. Warming Houses-** Schletty said the City starting flooding the rinks last week. Murphy starts training with warming house staff tomorrow.
  - v. T-shirt Designs-** Schletty is working with the new communications staff member on the t-shirt design for the Committee.
- c. Environmental Committee-** Vergin reported that the committee did not meet last week. The last meeting was after the joint work session with the Parks and Recreation Committee. The Environmental Committee has adopted many of the core values that the Park and Recreation Committee developed; the only one that was not adopted was the “Safety” core value. There was discussion on ordinances and potential changes. The committee also discussed landscaping around the Guild building site.
- d. Art Park Subcommittee-** Schletty said that Kevin Hendricks was present for a meeting of the Art Park Subcommittee. He encouraged members to attend the meeting if they are interested. It would be a short meeting to discuss how to incorporate art into more city events and around the city in general.

**7. Adjournment-**The meeting was adjourned at 6:43 pm.

**Respectfully submitted,**

**Sharon G. Hatfield**