

**City of Falcon Heights  
Parks & Recreation Commission**

**AGENDA**

City Hall

Monday, October 14, 2013

6:30 p.m.

___ Christina Erickson	___ Gordon Strom	___ Mary Hannon Jacobson
___ Liz Asmus	___ Dave Thomas	
___ Staff Michelle Tesser	___ Staff Tim Pittman	___ Council Liaison Chuck Long

1. Call to Order
2. Approval of August 12<sup>th</sup> Meeting Minutes and Public Forum Comments and September 9<sup>th</sup> Meeting Minutes
3. Nominate Elective Chair of Commission
4. Lending Library- Grove Park Petition
5. Evaluate, Synthesize and Organize Park Public Comments
6. Review Park Improvement Plan Request for Proposal (RFP)
7. Meeting Process and Procedures- Mary Hannon Jacobson
  - 1) Meeting minutes be more specific as to what is discussed (more details of ideas brought forth, decisions made, etc.)
  - 2) Meeting minutes being sent to the team for review within a few days of the meeting so that we can add/update anything on the minutes that might be missed (while it's fresh in our minds...) The "final" one would be sent prior to next month (like this one was) for review before approval
  - 3) To have a collaborative online place where we can all update what we heard at the meeting, to make the minutes more inclusive/representative of what occurred and allow us to update while it's fresh in our minds; This would also help offload some of this work from Michelle
  - 4) Collaborative online not just for meeting minutes, but for other documents related to park and rec (such as this playground safety spreadsheet, ideas from residents about improving parks, park plans, tree plans, etc.) Would be nice to have somewhere we can review current status of current topics and somewhere to review topics from the past and see what was done/discussed/etc (such as Emerald Ash Borer topic and such)
  - 5) Online place so we can view/reference and/or update (where applicable) at any time, 24/7, instead of going back n forth over email. Also sure we have the latest/greatest version of such documents.
8. Update on Fall Programming and Fall Events
9. Minimum Wage Increase Effect on the Parks and Recreation Department
10. Public Works Report -Tim Pittman

**Next meeting dates: November 11<sup>th</sup> meeting cancelled (holiday)**