

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

AGENDA

City Hall

Monday, November 9th, 2015

6:30 p.m.

<input type="checkbox"/> Gordon Strom	<input type="checkbox"/> Mary Hannon Jacobson
<input type="checkbox"/> Dave Thomas	<input type="checkbox"/> Michael Breen
<input type="checkbox"/> Ron Eischen	<input type="checkbox"/> Shawn Hubert
<input type="checkbox"/> Ben Reichelt	
<input type="checkbox"/> Council Liaison - Chuck Long	
<input type="checkbox"/> Staff Sack Thongvanh	
<input type="checkbox"/> Staff Tim Pittman	
<input type="checkbox"/> Staff Tim Sandvik	

1. Call to Order
2. Approval of October 12th, 2015 meeting minutes
3. Discussion on upcoming Open Houses, Surveys
4. Brief Discussion on upcoming issues
5. Other business
6. Adjourn

MEETING MINUTES

Monday, Oct 12 2015

6:30 p.m.

City Hall, 2077 W. Larpenteur Ave.

City of Falcon Heights
Parks & Recreation Commission

1. Call to Order

Meeting called to order at 6:30pm.

	Attendance	X=present; AB=absent
x	Gordon Strom	Chairperson
x	Tim Sandvik	Staff
AB	Tim Pittman	Staff
x	Chuck Long	Council Liaison
AB	Mary Hannon Jacobson	Co-Secretary
x	Ron Eischen	Co-Secretary
AB	Sack Thongvanh	Staff
x	Dave Thomas	
AB	Michael Breen	
x	Shawn Hubert	

2. Approval of Sept 14, 2015 meeting minutes

The meeting minutes were reviewed and approved.

3. Presentation by University of Minnesota – SUST 4004 students on projects for Sustainability Fair (11/19/15 5:30p – 8:00p, Silverwood Park, St Anthony MN)

Four students (Katherine Daugherty, Aislin Keyes, Priyanka Letkar and John Lundquist) from the University of Minnesota in the SUST 4004 program were introduced. They are working on a variety of projects covering the following topics:

1. Sustainability Fair
 - a. Nov 19 is the date for the fair at Silverwood Part, St Anthony.
2. Model House in St Anthony
 - a. The intent is to have a net positive energy and water outcome.
 - i. Positive water outcome through collecting and recycling water.
3. Developing mass transit, bike paths and analyzing Lauderdale housing.

4. Discussion on Information Sought for Parks Update

Tim's note outlining the timeline to create and distribute the survey and to hold open houses was reviewed.

November 9th, 2015 – The Commission will meet as scheduled at 6:30pm to discuss any business but the official meeting will be short. At 7pm, City Hall will host an open house (open house will run 7-8pm) to the public to let people know about the recent history of Curtiss Field, and solicit input from the public on desired next steps. City Hall will host a second Open House on Wednesday, November 11th from 5:30p – 6:30pm before the scheduled City Council Meeting. Additionally, during this time leading up to Thanksgiving week, the city will host online surveys compiling more information.

December 14th, 2015 – The Commission will discuss results from the open house as well as online surveys. The Commission will also be presented with different options for priorities (i.e. Curtiss Field vs other parks, ADA compliance, updating equipment, updating buildings, etc...) as priorities will be a part of the recommendation to council.

January 11th, 2016 – The Commission will continue discussion and ultimately form a recommendation to council.

A motion was passed to let Tim S finalize a ranked survey regarding Curtis Field for distribution to the citizens. Tim will forward a copy to the Parks Commission members by October 23rd for their review.

Different avenues to distribute the survey to the citizens were discussed but no decisions or recommendations were made. The following were discussed:

- Weekly city list serve
- City Website
- Facebook
- Twitter
- Park banners
- Post cards will cost between \$750 – 850 and they would need to send within the next week.

Additionally Tim and Sack are putting together a You Tube video on the history of Curtis Field that will be posted on city website at some future date..

5. Discussion on Meeting Days/Times

A discussion on possibly changing the date and time of this meeting for 2016 to resolve meeting conflicts that some commissioners are experiencing was discussed. The Commissioners were asked to check their calendars and come prepared for the next meeting to discuss a potential date change.

6. New Business

Gordon will put together an initial list of park improvement priorities to review and discuss at the December Commission meeting.

Ben Reichelt was nominated to be a new member of the Commission and he was introduced. The Council needs to approve his nomination before he can formally join.

7. Meeting Conclusion

Meeting adjourned at 7:30pm.

a. Summary of Decisions Made

- i. A motion was passed to have Tim Sandvik put together the Curtis Field survey questions.

b. Summary of Action Items

- i. Tim Sandvik will distribute survey questions to the Commission by Oct 23rd.
- ii. Gordon Strom will put together an initial park improvement list for discussion at the December meeting.
- iii. Commissioners need to check their calendars for a possible meeting date change discussion.

c. Next meeting date: Monday, November 9, 2015

d. Submitted By: Ron Eischen