

**City of Falcon Heights
Parks & Recreation Commission
Monday, December 9, 2013**

X Gordon Strom, Chair
X Dave Thomas
X Michael Breen
ab Liv Asmus
X Christina Erickson
X Mary Hannon Jacobson

X Staff Michelle Tesser
X Staff Tim Pittman
ab Council Liaison Chuck Long

1. Call to order
2. Approval of October 7th meeting minutes - Approved Thomas/Strom
3. Welcome new commissioner- Cari Lee
4. Discuss Park Improvement Plan- Candace Amberg, Senior Landscape Architect, WSB and Associates
 - Candace discussed the process that was outlined in the Park Improvement RFP. Commissioners discussed the goals of stakeholders to be involved in the process of input. One on one meetings may be conducted for some stakeholders which include council members.
 - Candace is working on completing the survey which will be onlined and publicized through media outlets.
 - The role of the Parks and Rec Commission will be to continue to support the project and be used as a sounding board. The commission will be presented the draft of the study once introduced for feedback. Its also important that members get the word out about the open house and are involved. Commissioners expressed interest in handing out flyers to neighborhoods.
 - There will be two open house dates; one will be located on the east side of the city and the other on the west side of the city.
5. Update on Winterfest Event, Sunday January 26th 1pm-4pm at Community Park
 - Tesser has been confirming visitors for the event including Roselawn Stables (horse drawn hayride), cross country skiing, Fur Ever Wild (skunks, raccoons and foxes).
 - Tesser will staff the event with rink attendants.
 - We were not able to confirm reservation of the cross country ski trailer from the youth ski league so Tesser has confirmed rentals of snowshoes this year. She will rent 20 (adults/kids).

6. Update on Warming House Attendants and Rinks

- Five last season staff members returned. Tesser hired three more attendants and two subs. Training will be this Wednesday, December 10th . PW staff has been flooding the rinks. Rink opening is Dec 23 through Feb 28. Hours vary and are posted online. There will be a Grove pleasure rink this year. Rink Information is online and has been updated on the P&R hotline.

7. Public Works Report -Tim Pittman

Rinks have been established and staff continues to plow.

8. New Business: None.

Adjourned: 7:47pm

Next meeting dates: January 13, 2014