



**South St. Paul
Parks & Recreation Advisory Commission
Minutes of August 13, 2019**

The Parks & Recreation Advisory Commission meeting was called to order by Josh Regan at 6:00 p.m. at Central Square Community Center.

Members Present: Josh Regan, Mike Lindamood, Rich Dippel, Ron Morgan, Lori Miller

Members Absent: Matt Hamilton

Others Present: Chris Esser, Shannon Young, Joe Kaliszewski, Lori Lastine

1. INTRODUCTIONS – Introductions with board, Lori Lastine - YMCA member

2. APPROVAL OF MINUTES

Josh Regan called meeting to order. Motion by Mike Lindamood and second by Ron Morgan to approve the Minutes of May 14, 2019.

5 Yays. 0 Nays. Motion Passed.

Agenda moved forward to accommodate guests

5. OTHER BUSINESS

Guest Lori Lastine is a member at the YMCA and live in South St. Paul. Ms. Lastine attends the aquatics at the YMCA and is concerned as they are closing and is looking for an outdoor aquatic facility to attend classes. Ms. Lastine is inquiring for additional pool options and longer season at the outdoor pools. Ms. Young explained our current pool hours both indoor and outdoor. Mr. Esser explained our pool season outdoors and the reasoning behind our season. The commission agreed to discuss further after more information is available when the West St. Paul YMCA branch closes and is relocated later this year.

3. OLD BUSINESS

3A. Recreation Program Updates – Summer Report, Youth Football

Mr. Esser gave an overview of the summer programs. Mr. Esser noted enrollment was slightly down in youth programs. Youth Football season has begun with first games starting the Tuesday after Labor Day.

3B. Kaposia Landing Phase 2 Planning

Mr. Esser presented the preliminary design from WSB. Design includes additional parking, lighting, playground and trail connection. The Commission likes the design to pull into the parking lots instead of the current roadway nose in parking. Staff will return with a refined version of the design along with cost estimates of the various components for development for the commission to discuss before making a recommendation to the city council.

3C. Doug Woog Arena Updates- Arena Advisory Group, Ice Rental Agreements, Staffing

Mr. Esser noted the Arena Advisory Group will form in the fall when the primary arena season is underway. Mr. Esser reported that George Emerson who was currently the Doug Woog Arena Asst. Manager is now the Facility and Operator Supervisor, assuming the primary administrative role at the arena. Mr. Esser noted that at this time last season the arena had sold 1,945 hours of ice and this season has sold 2,600 hours of ice. Currently the arena is looking at a staffing model to have two positions that would be arena staff from October to March and shift to the parks division of Public Works April to September.

3D. CIP Projects – Park Signs, Field 22 Renovation, Dog Park Agility Equipment, and Veteran Field Play Structure Replacement

Mr. Esser reported he is working on finding an installer for the new park signs, which may include assistance by Public Works. Veterans Field 22 renovation has been completed this past spring with new drain tile and ag-lime. Field 22 drained exceptionally well with heavy rains over the summer. Dog Park agility equipment has been ordered and is scheduled to arrive in mid-September. Veterans Field Play Structure needs is scheduled for replaced and is a 2019 CIP project. The city council has put CIP projects on hold, Mr. Esser will report back with status of play structure after more discussion with the city council.

3E. Wakota Trailhead & Overlook – Design Update

Mr. Esser noted they met onsite with SRF and their building architect. Preliminary design layouts are being drawn, Mr. Esser will report back next month for commission feedback when the design concepts are more defined.

3F. Disc Golf Sponsorship

Mr. Esser and Ms. Young met with Disc Golf group who would like to sell a lifetime pass to purchase new baskets for the disc golf course. Ms. Young is working with them to finalize process and cost.

3G. Park Assignments/Visit Reports

Parks are looking great!

4. NEW BUSINESS

4A. 2020 Draft Schedule of Fees and Charges

Mr. Esser gave overview of the fees and charges with the following recommendations:

- A. Field Rental Fee (per field, game) – increase from \$60 to \$70
- B. Baseball Fields – increase from \$85 to \$95
- C. Adult Non Profit Fee (includes lights) – increase from \$50 to \$60.
- D. Additional field prep – increase from \$35 to \$45
- E. Outdoor Swim season pass – removing additional pass fee and setting one standard fee for each pass. Currently additional passes are Res. \$26 and NR. \$36. The current single pass is Res.-\$36 and NR-\$46. Recommending one pass at Res. \$31 and NR - \$41.
- F. Setting one fee for Pool Rentals per hour. Removing the fee for two hours.
- G. Facility Rentals – Increase Pavilion Rental from \$60 to \$70 Res. & \$80 to \$90 NR. Increase Park Shelters - \$60 to \$70 Res. half day. \$80 to \$90 NR half day.

- H. Athletic usage fees- increase from \$12 to \$13 Res. & \$18 to \$20 NR.
- I. Memorial Program – increase bench fee from \$800 to \$900.
- J. Doug Wood Arena – Removing Resident and Non-Resident prime time hours to one fee of Prime time of \$210 (no increase.) Non-Prime (after 9:00 pm) would increase from \$155 to \$165. Off Peak (M-F 6:00 am to 2:30 pm) increase from \$75 to \$100.
- K. Event Service Fee has been added to the fee schedule. Set at \$25 per hour.

Motion by Rich Dippel to recommend 2020 schedule of fees and charges to the city council as presented, second by Lori Miller.

5 Yays. 0 Nays. Motion Passed.

4B. Park Amenities Potential Changes – Kaposia Park Shelter Toilet, Bromley Rink

Kaposia Park Pit toilet is failing, the container inside the pit has collapsed. If permanently closed, the current structure would stay with option to place the portable toilets inside or for storage. After neighborhood notification last year, the Bromley Rink boards are scheduled to be removed this fall. The pleasure rink will remain at the Bromley location and be flooded during the season, there will no longer be a warming hose provided based upon low attendance. The commission agreed with both courses of action.

4C. SHIP Grant Application Priorities – Seidl’s Lake, Kaposia Landing

Mr. Esser reported on the Statewide Health Initiative Program (SHIP) Grant options to conduct feasibility studies for a Seidl’s Lake trail and Kaposia Landing pedestrian bridge at Bryant Avenue. Option one would be design loop trail around Seidl’s Lake which would be half Inver Grove Heights and half South St. Paul. Option two would be a feasibility study creating a pedway bridge across Bryant Avenue Bridge into Kaposia Landing. The commission liked both grant application ideas placing more emphasis on Kaposia Landing if priorities are requested to rank the applications. Mr. Esser will keep the commission updated as he receives information after applications are submitted.

5. OTHER BUSINESS - *Item moved ahead to accommodate guests- see page 1 for first item.*

Mr. Dippel requested that staff conclude the interpretive sign frame process as there are three empty sign frames on the Mississippi River Regional Trail. Mr. Esser has requested the Community Affairs Liaison, who obtained the grant for the project and is coordinating, to complete the project repeatedly and is still awaiting the production of the final three signs. She will be reminded again and given a deadline for completion.

6. ADJOURNMENT- Meeting adjourned. Next meeting is September 10, 2019.

Respectfully submitted,

Shannon Young