

CITY OF MENDOTA HEIGHTS
DAKOTA COUNTY
STATE OF MINNESOTA

Minutes of the Parks and Recreation Commission Work Session
July 11, 2023

Pursuant to due call and notice thereof, a work session of the Parks and Recreation Commission, City of Mendota Heights, Minnesota was held at 1101 Victoria Curve, Mendota Heights, MN 55118.

CALL TO ORDER

Chair Jaffrey Blanks called the meeting to order at 6:31pm. Commissioners Michelle Muller, Michael Toth, Stephanie Meyer, Dan Sherer, Jo Schifsky and Student Representative Meg Murphy were also present. Commissioner Tica Hanson was absent.

City staff present included Meredith Lawrence, Parks and Recreation Manager, Ryan Ruzek, Public Works Director, Kelly Torkelson, Assistant City Administrator, Willow Eisfeldt, Recreation Program Coordinator and Darby Keech, Parks and Recreation Intern.

PARKS CELEBRATION UPDATE

Recreation Program Coordinator Eisfeldt provided the Commission with a summary of the events that have been planned for the 2023 Parks Celebration Event weekend. The Commissioners discussed the events and brought forth some ideas for potential changes to be considered for the future.

QR CODE SIGNAGE WITHIN PARKS DISCUSSION

Parks and Recreation Manager Lawrence briefly reviewed the item with the commissioners and provided a summary of the last discussion of this item at the June Commission meeting. Assistant City Administrator Torkelson discussed her concerns regarding their desired design and how it seems as though they are asking staff to design a parks and recreation department logo for the City. The Commission reviewed two options and chose one sign to move forward with. Chair Blanks asked the Commissioners to submit to staff their desired location for the signs by July 25, so staff can bring forth a recommendation at the August meeting.

REVIEW OF PARKS CAPITAL IMPROVEMENT PLAN (CIP)

Parks and Recreation Manager Lawrence presented the City's newly designed Parks Capital Improvement Plan/Asset Management Plan. The Commissioners reviewed the FY2024 projects that they have requested and discussed future projects, the process of using a CIP, and potential funding sources in the future. The Commission applauded staff for their work on the CIP and stated they are comfortable working off of it in the future.

RESCHEDULE OCTOBER PARKS AND RECREATION COMMISSION MEETING

Parks and Recreation Manager Lawrence notified the Commission that staff has a scheduling conflict with the October regularly scheduled Commission meeting on October 10. The Commission elected to cancel the regularly scheduled meeting on October 10, but conduct a Parks Tour on October 3 from 4:30-6:30pm. The Commission will determine the tour locations at their September meeting.

The commission adjourned the meeting at 8:29pm.

Minutes Taken By:
Meredith Lawrence
Parks and Recreation Manager