

**AGENDA  
CITY OF MAPLEWOOD  
PARKS AND RECREATION COMMISSION**

6:00 PM January 19, 2022  
Held Remotely Via Conference Call  
Dial 1-888-788-0099  
Meeting ID: 810 9673 8822  
Passcode: 005694

Meeting is also available on Comcast Ch.16 and streaming via vod.maplewoodmn.gov

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. APPROVAL OF AGENDA**

**D. APPROVAL OF MINUTES**

1. October 20, 2021

**E. NEW BUSINESS**

1. Pleasantview Park Raingarden
2. 2022 Parks & Recreation Commission Goal Setting

**F. UNFINISHED BUSINESS**

**G. VISITOR PRESENTATIONS**

**H. COMMISSION PRESENTATIONS**

**I. STAFF PRESENTATIONS**

1. Parks and Natural Resources Updates – (No Report)

**J. ADJOURNMENT**

***RULES OF CIVILITY FOR THE CITY COUNCIL, BOARDS, COMMISSIONS AND OUR COMMUNITY***

Following are rules of civility the City of Maplewood expects of everyone appearing at Commission Meetings - elected officials, staff and citizens. It is hoped that by following these simple rules, everyone's opinions can be heard and understood in a reasonable manner. We appreciate the fact that when appearing at Commission meetings, it is understood that everyone will follow these principles:

Speak only for yourself, not for other Commission members or citizens - unless specifically tasked by your colleagues to speak for the group or for citizens in the form of a petition.

Show respect during comments and/or discussions, listen actively and do not interrupt or talk amongst each other.

Be respectful of the process, keeping order and decorum. Do not be critical of Commission members, staff or others in public.

Be respectful of each other's time keeping remarks brief, to the point and non-repetitive.

MINUTES  
 MAPLEWOOD PARKS AND RECREATION COMMISSION  
 6:00p.m., October 20, 2021

**A. CALL TO ORDER**

A meeting of the Parks and Recreation Commission was called to order by Chairperson Mallet at 6:00 p.m.

**B. ROLL CALL**

Commissioners

Craig Brannon, Commissioner	Present
Vickie Lee-Her, Commissioner	Present
Monica Barton, Commissioner	Present
Terri Mallet, Chair	Present
Mark Harris, Commissioner	Present
Karen Poppa, Commissioner	Present
Kimii Porter, Commissioner	Present

Staff

Audra Robbins, Parks and Recreation Manager	Present
Nikki Villavicencio, City Council Liaison	Present
Neil Breneman, Recreation Program Supervisor	Present

**C. APPROVAL OF THE AGENDA**

Commissioner Porter made a motion to approve the agenda.

Seconded by Commissioner Brannon. Ayes – All

The motion passed.

**D. APPROVAL OF MINUTES**

**1. September 15, 2021**

Commissioner Brannon made a motion to approve the September 15, 2021 Parks and Recreation Commission minutes.

Seconded by Commissioner Porter Ayes – All

**E. NEW BUSINESS**

**1. Swearing in of New Commission Members**

Audra Robbins, Parks and Recreation Manager, swore in and introduced the two new members: Monica Barton and Mark Harris.

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## 2. Recreation Programming Update

Neil Breneman, Recreation Program Supervisor, gave an update on the recreation programming offerings comparison from 2019 vs now and additional information on RevSports upcoming offerings. This was a follow up from commission request at previous meeting. Neil Breneman and Audra Robbins answered questions.

## F. UNFINISHED BUSINESS

## G. VISITOR PRESENTATIONS

## H. COMMISSION PRESENTATIONS

Commissioner Brannon requested maintenance trim down taller weeds at Sunset Ridge Park in front of the swinging benches to open up the views again.

## I. STAFF PRESENTATIONS

### 1. Parks and Natural Resources Updates

Audra Robbins, Parks and Recreation Manager, discussed some recent and upcoming environmental education classes the department is offering and taking place at the Nature Center. Raingarden Rescue, Solar Power Hour and Emerald Ash Borer classes.

Ms. Robbins noted the replacement of trees removed due to EAB and those were grant money funded.

Commission informed that the Parks and Natural Resources staff are moving offices down to the Nature Center and will be housing there.

Talked about work on replacement of the bridges at the Priory scheduled to start week of Thanksgiving. Discussed the replacement of the footbridge at Joy Park from wood to aluminum docking and the benefits of such and possible usage of those in future footbridge replacement projects.

Edgerton community gardens are wrapped up for the season.

November meeting will include budget/CIP presentation from finance director and watershed staff will present plan for rain garden at Pleasantview Park.

Discussed and agreed to not having a December meeting

Answered commission questions.

## J. ADJOURNMENT

Commissioner Brannon made a motion to adjourn the meeting.

Seconded by Commissioner Harris

Ayes – All

The motion passed.

The meeting was adjourned at 6:55 p.m.

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**PARKS & RECREATION COMMISSION STAFF REPORT**  
Meeting Date January 19, 2022

**REPORT TO:** Parks and Recreation Commission  
**REPORT FROM:** Audra Robbins, Parks and Recreation Manager  
**PRESENTER:** Audra Robbins  
**AGENDA ITEM:** 2022 Parks and Recreation Commission Goal Setting

**Action Requested:**  Motion       Discussion       Public Hearing  
**Form of Action:**     Resolution     Ordinance     Contract/Agreement     Proclamation

**Policy Issue:**

In compliance with Article II, Section 21.20 of the Maplewood City Ordinance, the Maplewood Parks and Recreation Commission is required to submit an Annual Commission Report. In addition to this report, the Parks and Recreation Commission will provide a list of 2022 goals to the City Council.

**Recommended Action:**

Staff recommends the Parks and Recreation Commission brainstorm a list of 2022 goals to be finalized with the annual report at the February meeting.

**Fiscal Impact:**

Is There a Fiscal Impact?     No     Yes, the true or estimated cost is \$0.00

Financing source(s):     Adopted Budget     Budget Modification     New Revenue Source  
 Use of Reserves     Other: n/a

**Strategic Plan Relevance:**

Financial Sustainability       Integrated Communication       Targeted Redevelopment  
 Operational Effectiveness       Community Inclusiveness       Infrastructure & Asset Mgmt.

[Click here to enter strategic plan relevance.](#)

**Background**

Staff is asking the Parks and Recreation Commission to brainstorm a list of potential goals for 2022. After this list is complete, we will discuss the goals further at the February Parks and Recreation Commission meeting for final approval.

**Attachments**

2021 Parks and Recreation Commission Goals



## 2021 Parks and Recreation Goals

For 2021, the Parks and Recreation Commission identified the following goals and made a point to tie them to the Strategic Priorities created by the City Council. The PRC acknowledges that successful completion of these goals may be affected by budgetary constraints and the state of the COVID-19 Pandemic.

1. Continue to implement the outcomes of the Parks & Recreation System Master Plan and stay on top of park improvement plans
2. Continue to find new ways to engage the residents of Maplewood in community processes
3. Offer special events and programming at a variety of parks and make arts & culture a priority
4. Ensure we meet the programming needs of the actively aging community and offer inclusive, wellness-based activities in our parks
5. Hold a meeting dedicated to review the implementation progress of the Nature Center and Programming Task Force recommendations and receive regular updates as well
6. Value the youth perspective and recruit/appoint a student PRC member
7. Receive annual updates from the MCC/YMCA, community groups and partners and look for ways that we can work together
8. Hold a meeting dedicated to connectivity and trails
9. Explore the idea of consistent signage that utilizes technology in our parks

