



**South St. Paul
Parks & Recreation Advisory Commission
Minutes of March 12, 2019**

The Parks & Recreation Advisory Commission meeting was called to order by Lori Miller at 6:07 p.m. at Central Square Community Center.

Members Present: Ron Morgan, Lori Miller, Mike Lindamood, Josh Regan, Matthew Hamilton

Members Absent: Rich Dippel, Michael Heidelberger

Others Present: Chris Esser, Shannon Young, Geno Mazzali, Joe Kaliszewski

1. INTRODUCTIONS – None

2. APPROVAL OF MINUTES

Motion by Mike Lindamood and second by Ron Morgan to approve the Minutes of January 8, 2019. 5 Yays. 0 Nays. Motion Passed.

4. OLD BUSINESS

3A. Recreation Program Updates – Summer Brochure

Mr. Mazzali handed out our new summer brochure. He mentioned the topics covered in the brochure. Compliments were given on the layout and look of the brochure.

3B. Kaposia Landing Phase 2 RFP

Mr. Esser reported the designing construction proposal for Phase 2 is being completed. The ELF Grant from Dakota County is \$612,800 which will help support design and construction costs. Phase 2 may include additional parking, trails, picnic areas, and a playground. We may begin construction in the fall with the possibility of a cheaper pricing based upon project timing.

3C. McMorrow Field Renovation – Tentative opening date and celebration, May 4, 2019

Mr. Esser noted the grand opening will be on Saturday, May 4th, rain or shine. There is no guarantee that games will be played, games are dependent on weather and field conditions. The Boy Scouts are helping with the event planning and support along with the SSP Youth Soccer Association.

3D. Doug Woog Arena Updates – 2019 ISI Synchronized Championships: April 12 & 13

Mr. Esser noted that skaters will be attending to compete from eight different states. Friday will be practices with the competition on Saturday April 13th. This is a great opportunity for the arena to receive comparable revenue for 15 minute practice time blocks that would typically cover the cost for an hour of ice rental. This competition will also be great for the local businesses.

3E. CIP Projects – Park sign Draft update

Mr. Esser presented the preferred park sign designs from the city council after receiving feedback from commission members. The city council will review the designs one more time before making a decision on the final design and sign colors.

3F. Grants & Donations - SHIP Grant Wakota Trailhead & Overlook Update

Mr. Esser noted that joint powers agreement is ready to sign. Future plans include meeting with community members, the commission, and City Council to get feedback on design elements.

3G. Outdoor Rink & Warming house Season Finale

Mr. Mazzali mentioned that the warming houses were only open for 13 days total due to high temperatures, low temperatures and wind chill, and accumulating snow. The attendance for the season was 305 patrons total.

3H. Adult Softball Administration – RFP Award

The city council requested a proposal be released for the administration of adult softball leagues. Three people submitted a proposal. The choice was Dallas Apfelbacher who coordinated the league the last two seasons. He has started registration and coordinating scheduling with city staff.

3I. Park Assignments/Visit Reports

No new updates at this time.

4. NEW BUSINESS - Continued

4A. Doug Woog Arena – Long Term Ice Proposals

Mr. Esser explained that the ice arena has over 2,000 hours per season available for rental in order to recover operating and capital costs. Historically the South St. Paul Youth Hockey Association rents about 500-600 hours per season, thus other customers need to be sought. At the direction of the city council, staff been working with the Woodbury Hockey Association on a long term ice contract, hoping for an 800 hours per season commitment along with an annual \$25,000 capital investment for a long term Agreement. The South St. Paul Youth Hockey Association submitted a proposal to sell 1,500 hours of ice time on behalf of the arena, which is being discussed by the city council.

4B. Athletic Facility Concession Operation RFPs

Ms. Young mentioned we have one proposal to operate concessions at McMorrow field only. We are still waiting proposals for Kaposia Landing and Veterans Field. If no proposals are presented, staff will continue solicitation and look to the city council for further direction.

5. Other Business - Board Officer Appointments will be discussed in April.

6. ADJOURNMENT – Next Meeting: April 9, 2019 at Central Square Community Center.

Respectfully submitted,
Geno Mazzali