COMMUNITY SERVICES COMMISSION AGENDA

Regular CSC Meeting
Tuesday, October 16, 2018, 7:00 pm
Richfield Municipal Center (Heredia Room), 6700 Portland Ave

<table>
<thead>
<tr>
<th>Commission Members</th>
<th>Staff/Others</th>
<th>Liaisons</th>
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</thead>
<tbody>
<tr>
<td>Danielle Indovino Cawley, Joannette Cintrón de Núñez, Carolyn Engeldinger, Art Felgate, Anne Flake, Ronald Macklem, Ava Noack, Lisa Rudolph, Dan Smieja, Andy Soto, Kevin Wendt</td>
<td>Jim Topitzhofer (Staff Liaison) John Evans (Secretary)</td>
<td>Edwina Garcia (City Council) Crystal Brakke (School Board)</td>
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1. Approval of Minutes/Agenda
   - Regular Meeting Minutes: July 17, 2018
   - Regular Meeting Minutes: September 18, 2018

2. Public Comment
   - Resident comment and items not printed on agenda

3. Staff Reports
   - Recreation Services (Topitzhofer)
     - Nichole Stavros Benches (Monroe Park)

4. Discussion Items
   - Nicollet Park Improvements (Topitzhofer)

5. Action Items
   - Friends of Wood Lake Board Appointees (Rudolph)

6. Committee Reports
   - Transportation Commission (Flake)
   - FOWL Board (Macklem)
   - Planning Commission (Smieja)
   - Arts Commission (Rudolph)
   - Friendship City Commission (Topitzhofer)
   - Honoring All Veterans Memorial (Smieja/Topitzhofer)
   - Organics Task Force (Topitzhofer)

7. Next Meeting
   - November 20, 2018
   - Richfield Municipal Center (Heredia Room), 6700 Portland Avenue

8. Adjournment
July 17, 2018

REGULAR COMMUNITY SERVICES COMMISSION REGULAR MEETING
Tuesday, July 17, 2018
Richfield Municipal Center (6700 Portland Ave)

PRESENT
CSC: Anne Flake, Kevin Wendt, Dan Smieja, Lisa Rudolph, Art Felgate, Ron Macklem

STAFF: Jim Topitzhofer, John Evans

ABSENT
CSC: Hayley Hedges, Danielle Indovino Cawley Diana Bautista, Carolyn Engeldinger, Joannette Cintrón de Núñez
PLAN COM: Rick Jabs
COUNCIL: Edwina Garcia
SCHOOL BOARD: Crystal Brakke

Call to Order
Topitzhofer called the meeting to order at 7:06 pm.

Approval of Minutes/Agenda
Minutes and Agenda: Felgate moved to approve the minutes of the May regular meeting. Approved, ayes all.

Staff Reports
Recreation Services
Topitzhofer reported on the Richfield Pool and the 4th of July Celebration.

Discussion Items
Dog Park Planning Process
Topitzhofer summarized the project and explained the planning group that will be assembled, including members of the Rotary Club, Recreation and Public Works staff, two members of the CSC, and a consultant. Rudolph, Felgate, and Macklem expressed interest in serving on a planning group.

2019 Play Equipment Replacement Planning Process
Topitzhofer outlined the process for replacing the play equipment at Jefferson, Nicollet, and Taft Parks in 2019 (neighborhood meetings, RFP, selection committee, recommendation). Flake and Wendt expressed interest in serving on the committee.

Action Items
Friends of Wood Lake Board Appointment
Flake moved to appoint Kathryn Louis to a three-year term on the Friends of Wood Lake Board. Approved, ayes all.

Cancel August 21 Regular Meeting
Flake moved to cancel the August regular CSC meeting. Approved, ayes all.

Committee Reports
Friends of Wood Lake Board: Macklem was appointed as liaison. Planning Commission: Smieja reported. Arts Commission: Rudolph/Topitzhofer reported on the new $10,000/yr public art fund. Richfield Bandshell: Topitzhofer reported that the roof is roughed in. Organics Task Force: Topitzhofer reported that the group has a $15,000 grant from Hennepin County and the group has picked out two sites: Wood Lake Nature Center and Hope Church. Goal to open the sites by September 1.

Other/Next Meeting/Adjournment
Regular September Meeting: Tuesday, September 18, 7:00 pm, Richfield Municipal Center (6700 Portland Ave)
Adjournment: Basso moved to adjourn. Meeting adjourned at 8:00 pm.
REGULAR COMMUNITY SERVICES COMMISSION REGULAR MEETING
Tuesday, September 18, 2018
Richfield Municipal Center (6700 Portland Ave)

PRESENT  CSC: Kevin Wendt, Lisa Rudolph, Art Felgate, Andy Soto, Ava Noack
          STAFF: Jim Topitzhofer, John Evans
ABSENT   CSC: Danielle Indovino Cawley Dan Smieja, Carolyn Engeldinger, Ron Macklem, Anne Flake, Joannette Cintrón de Núñez
          PLAN COM: Rick Jabs  COUNCIL: Edwina Garcia  SCHOOL BOARD: Crystal Brakke

Call to Order
Rudolph called the meeting to order at 7:05 pm.

Approval of Minutes/Agenda

Minutes and Agenda:

New Members
Andy Soto and Ava Noack

Staff Reports

Recreation Services
Topitzhofer reported on...
- Three Rivers Park District Fall Expo at Taft Park, including a kickoff of the kayak and paddleboard rental program.
- Open Streets at Penn Fest saw attendance of about 6,000.
- Three Rivers Park District inviting participation in an online survey about programs/facilities.

Discussion Items

Washington Park Preliminary Site Plan
Topitzhofer presented the site plan for the redevelopment of Washington Park, which will happen in conjunction with the 77th Street Underpass Project. Several members voiced support for retaining one soccer field for older kids (13+) in the north-south position instead of trying to fit an additional field for younger kids. Several members also expressed a preference for the new location of the sledding hill over the existing location.

2019 Play Equipment Replacement at Taft, Jefferson, and Nicollet Parks
Topitzhofer said that he, Wendt and Flake will be meeting with a consultant in October to learn about inclusive playgrounds. Following that, neighborhood meetings will be held to note preferences for the parks.

Dog Park Proposal for Professional Services
Topitzhofer presented the proposal from WSB for planning services for a dog park. Next step: planning meeting with the task force, which includes Rudolph, Macklem, and Felgate, as well as representatives from the Richfield Rotary. The group agreed to proceed.

Committee Reports

Friends of Wood Lake Board: Topitzhofer reported that the FOWL endowment fund will work with the St. Paul Foundation on new investment strategies. Planning Commission: Rudolph reported. Arts Commission: Topitzhofer reported on the $10,000/year public art fund. Friendship City Commission: Topitzhofer reported. Honoring All Vets Memorial: Topitzhofer reported. Organics Task Force: Topitzhofer reported that the project is awaiting final approval of the $15,000 grant from Hennepin County. The two drop-off sites will be Wood Lake Nature Center and Hope Church.

Other/Next Meeting/Adjournment

Regular October Meeting: Tuesday, October 16, 7:00 pm, Richfield Municipal Center (6700 Portland Ave)
Adjournment: Meeting adjourned by consensus at 8:04 pm.
After review from the Community Services Commission, the City Council approved a facility dedication proposal on October 24, 2017 to install two benches along the berm located in the southeast corner of Monroe Park with signage attached to the benches that indicate the sledding hill is dedicated to the memory of Nicole Stavros. Nicole Stavros grew up in Richfield on Lakeview Avenue, on the west side of Monroe Park directly across from the existing moderate sledding hill. She has since then passed away at the age of 39. Richfield native Todd Dexter, a childhood friend of Nicole Stavros, was the applicant and was responsible for the costs of the benches, memorial plaques and concrete bases. Mr. Dexter continued raising enough funds to complete the project in time for the upcoming sledding season. He has said that the attention to detail and the end product is WONDERFUL, and her parents are thrilled. “Brought them to tears. So happy they have a place right in their backyard to know others are thinking of their daughter too”. Please see attached photos.
Nichole Stavros Benches
Monroe Park (67th & Irving Ave)
Jim Topitzhofer and Chris Link will lead a discussion about suggestions from residents and ideas to improve the condition of Nicollet Park. The play equipment in the park is scheduled for replacement in 2019 and a few additional ideas have emerged. Please take some time to visit the park before the meeting.
The Community Services Commission appoints members to the Friends of Wood Lake (FOWL) Board of Directors. Appointments are made throughout the year. Board members serve three-year terms and can be reappointed to multiple terms. The applicant being considered is a new appointee, Dustin Olson. The Q&A portion of the application is copied below (his contact information is all that has been excluded).

The Friends of Wood Lake has been raising money and awareness for Wood Lake Nature Center since 1990. Wood Lake is regarded by the community as a gem in the middle of the city, but financial challenges are inevitable as staff continues to find resources for building and trail maintenance, facility improvements, programming, and all of the things that are essential to continue operating for generations to come. We appreciate your interest in getting involved with the Friends of Wood Lake!

**PLEASE ANSWER “Y” OR “N”**

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- I can attend most meetings (held on the third Thursday of each month, 5:30-6:30 pm, at Wood Lake Nature Center (the Board meets 10 times a year, skipping July and December).
- I will volunteer at one or more of these Wood Lake events: Halloween (October), the Urban Wildland running event (July), or Candlelight and Ice (December 31).
- I will help represent Wood Lake at events held in the community by staffing tables, attending social functions, and business gatherings.
- I will help solicit prizes and sponsorships for the annual FOWL dinner, Wood Lake’s largest fundraiser.
- I will attend the FOWL dinner on the last Friday in April, helping with the selling of tickets, silent auction etc.

**PLEASE CHECK ALL THAT APPLY**

- [ ] FUNDRAISING (soliciting prizes, grant writing, etc)
- [ ] PUBLIC RELATIONS
- [ ] FINANCE
- [ ] GRAPHIC DESIGN
- [ ] OTHER Project Management

**WHAT ARE THE REASONS YOU WOULD LIKE TO JOIN THE BOARD?**

As a 14 year member of the community and a nature enthusiast, I feel it is my duty to help in any way I can to preserve and continue to grow the Wood Lake nature preserve for future generations to enjoy. Also, as Richfield continues to grow, and popularity of the community increases, I would like to ensure that the current resources are not compromised in any way.

**CIVIC, PROFESSIONAL AND COMMUNITY ACTIVITIES**

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<th>OCCUPATION</th>
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<td>Manufacturing Engineer</td>
<td>Pat Bergin</td>
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- [ ] CHECK HERE. I have read and understand the duties and expectations of the Friends of Wood Lake board as written above.