1. Approval of Minutes/Agenda
   ☐ Regular Meeting Minutes: July 16, 2019

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

3. Staff Reports
   ☐ Recreation Services (Markle)
   ☐ Sustainability (Markle/Lindholm)

4. Discussion Items
   ☐ Stormwater Pollution Prevention Plan/Permit (Martin)

5. Action Items
   ☐ Friends of Wood Lake Board Member Applicants (Markle)
   ☐ Inclusive Playground Design Concept (Markle and Committee)
   ☐ Dog Park Location (Markle)

6. Committee Reports
   ☐ Transportation Commission (Felgate)
   ☐ FOWL Board (Miller)
   ☐ Planning Commission (Smieja)
   ☐ Arts Commission
   ☐ Friendship City Commission (Markle)
   ☐ Honoring All Veterans Memorial (Markle)

7. Next Meeting
   Tuesday, October 15, 2019, 7:00 pm
   Richfield Municipal Center (Heredia Room), 6700 Portland Avenue

8. Adjournment
REGULAR COMMUNITY SERVICES COMMISSION REGULAR MEETING
Tuesday, July 16, 2019
Richfield Municipal Center (6700 Portland Ave)

**PRESEN'T**
CSC: Kevin Wendt, Carolyn Engeldinger, Lisa Rudolph, Art Felgate, Joannette Cintrón de Núñez, Andy Soto

STAFF: Kris Weiby, John Evans, Bob Baltgalvis, Amy Markle, Chris Link

OTHER: Ron Beran (MN Magicians Co-Owner)

**ABSENT**
CSC: Anne Flake, Danielle Indovino Cawley, Ava Noack, Joseph Miller, Dan Smieja

PLAN COM: Rick Jabs
COUNCIL: Edwina Garcia
SCHOOL BOARD: Crystal Brakke

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**Call to Order**
Rudolph called the meeting to order at 7:02 pm.

**Approval of Minutes/Agenda**

*Minutes and Agenda:* Felgate moved to approve the minutes of the regular July meeting and this evening's agenda. Approved, ayes all.

**Staff Reports**

*Recreation Services*
Markle reported on the 4th of July Celebration, Urban Wildland Half Marathon & 5K, Inclusive Playgrounds (Round-Up Program),

**Discussion Items**

*Ice Arena Refrigeration Project*
Arena Manager Weiby outlined the need for upgrading the refrigeration system at the Ice Arena to a system that doesn’t use R-22 Freon, which will no longer be manufactured after 2019 and will become very expensive at that point. He summarized the heavy usage that the Arena sees for hockey, curling, and figure skating and the need to keep the Arena running. He said that the original equipment could malfunction anytime and a leak would be extremely expensive and time-consuming. He said that renovating the rinks will enable them to hold dry-floor events in the rinks, like craft shows, sports, wine tastings, and more. The new system will also save up to $35,000/year in utilities and chemicals, as well as up to $15,000/year in maintenance. He estimates the cost of the project as $3.5 million. Felgate said that the project will consume huge chunks of the capital improvement funds and the money may be better spent on soccer fields. Engeldinger said that Richfield has a rich hockey legacy and this is a necessary investment that will benefit the community for years to come. Rudolph mentioned that the funds identified are not capital improvement or operating funds. Markle said that about $3.5 million in funding is available from the condemnation of the golf course in 1999, as well as $500,000 saved up from previous capital improvement budgets. Wendt asked how much we think we can fund of the project other than the golf course condemnation money. Markle said that $1.5 million can realistically be identified for the project. Wendt says that the rest of the golf course condemnation money should be used for other park facilities around Richfield.

*Veterans Park Trails*
Operations Superintendent Link said that the trails at Veterans Park, currently made of asphalt, are in poor shape. He asked for feedback regarding how to configure them, what materials to use, signage, etc. Engeldinger asked if crushed rock trails are considered accessible to wheels. Link said that the existing asphalt can be ground up and rolled in place. Rudolph agreed that a paved trail would be most accessible to all types of wheels. Link said that early-season plowing of snow can be difficult with a crushed-rock surface. Markle said that crushed-rock trails can be disturbed by burrowing animals. Rudolph asked if the ground asphalt could be tried and, if it doesn’t work well, paved later. Link said that Public Works could try some test sections of trail for grinding and rolling asphalt on some of the inside trails.

*Nicollet Park Tennis Court*
Operations Superintendent Link reviewed the condition of the tennis court at Nicollet Park, which may require tearing out and reinstalling asphalt at a possible cost of about $90,000. He asked the group if the tennis courts should all be replaced or possibly scaled back. He said that there could be more green space, more picnic tables, ornamental gardens, and more. Felgate asked about pollinator gardens. Rudolph suggested a pollinator path around the park. Link said that staff will consider some of these ideas and report back. Wendt suggested some kind of shade structure and seating.

**Action Items**

*Play Equipment Replacement: Vendor Recommendation*
Markle reviewed the scoring process and said that the selection committee chose Northland Recreation as the vendor to replace the equipment at Jefferson, Nicollet, and Taft Parks. She said that the group scored four proposals based on a number of criteria, particularly the specs outlined in the RFP, based on neighborhood preferences. She said that she called one of Northland Recreation’s references, the City of Farmington, and they’ve had no problems with the company. Engeldinger moved,
July 16, 2019

seconded, to recommend Council approval of Northland Recreation’s quote for the replacement of play equipment at Jefferson, Nicollet, and Taft Parks. Approved, ayes all.

**Committee Reports**

*Arts Commission*: Markle reported. *Honoring All Veterans Memorial*: Markle reported. *Organics Task Force*: Markle reported.

**Other/Next Meeting/Adjournment**

*Regular August Meeting*: Tuesday, August 20, 7:00 pm, Richfield Municipal Center (6700 Portland Ave).

*Adjournment*: Meeting adjourned at 8:36 pm.
The Minnesota Pollution Control Agency is preparing to release a revision of the MS4 (Municipal Separate Storm Sewer System) general permit. Permittees/municipalities were asked for comment from May 7 through June 6. Richfield submitted comments with the Minnesota Cities Stormwater Coalition. Although the new proposed permit is only slightly different from the current one, concerns were raised on the amount of documentation and oversight of cities over private entities. The new permit is set to be reissued sometime in the fall of this year (2019). Presentation will include information on the current stormwater pollution prevention plan and staff will take comments on other stormwater topics.
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 applicants being considered are three new appointees, Jacob Good, Kay Roseland, and Katie Williams.

<table>
<thead>
<tr>
<th>Agenda Item</th>
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<tr>
<td>Friends of Wood Lake Board Appointments</td>
<td>Action Items</td>
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<td><strong>Attachments</strong></td>
<td><strong>Contact</strong></td>
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<tr>
<td>FOWL Board Applications: Jacob Good, Kay Roseland, and Katie Williams</td>
<td>Amy Markle</td>
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**Recommended Action**

Appoint Jacob Good, Kay Roseland, and Katie Williams to three-year terms on the Friends of Wood Lake Board.
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!

Y       N
PLEASE ANSWER “Y” OR “N”
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
I have the following skills/experience to offer (please circle all that apply)

☐ FUNDRAISING (soliciting prizes, grant writing, etc) ☐ PUBLIC RELATIONS ☐ FINANCE
☐ GRAPHIC DESIGN ☐ OTHER Non-Profit Board Membership

WHAT ARE THE REASONS YOU WOULD LIKE TO JOIN THE BOARD?
After moving back to Minnesota in 2013, we selected Richfield to be our home. Even though our new address is officially Edina, we're still within our old Richfield Neighborhood (on the border) and enjoy the Richfield Public School District. Our kids have grown up actively hiking the Wood Lake Nature Center and I would personally be remiss to not be a more active participant. I've been looking for an opportunity to give back to our community, more so than just through the school district, and through Mary Oakland, have found that the center is a good fit. We've gone to several of the fundraising dinners and always enjoy it and I'd like a chance to help with the center and all of it's activities. Thank you for consideration.

CIVIC, PROFESSIONAL AND COMMUNITY ACTIVITIES
Red Wing Ignite - Founding Board Member - Established a rural technology startup accelerator (4 years)
Big Brothers Big Sistesr - Big Brother - Fort Worth Chapter (3 years)
Coder Dojo - Red Wing - Teaching children how to program/write software (4 years)
PTO Richfield ISD - Starting our third year of volunteering with the PTO (3 years)

OCCUPATION
Senrio Software Engineering Manager

REFERENCES (OPTIONAL)
Mary Oakland - Board Member

☐ CHECK HERE. I have read and understand the duties and expectations of the Friends of Wood Lake board as written above.
CITY OF RICHFIELD APPLICATION
FRIENDS OF WOOD LAKE BOARD OF DIRECTORS

PLEASE RETURN COMPLETED FORM:
Wood Lake Nature Center, 6710 Lake Shore Drive,
jcevans@richfieldmn.gov 612-861-9367 (fax)

FOR MORE INFORMATION:
Jim Topitzhofer, Recreation Services Director
jtopitzhofer@richfieldmn.gov 612-861-9394

LAST NAME
Roseland
FIRST NAME
Ray
MIDDLE INITIAL
L
DATE
8-27-19

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!

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☐ Y ☐ N

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 Social Media

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

I've been a FOWL member for two years. I want to continue to spread the word about what Wood Lake offers.

CIVIC, PROFESSIONAL AND COMMUNITY ACTIVITIES

Volunteer at Minnetar events including Mine demo and Mine bar.

OCCUPATION
Social Media Specialist

☑ CHECK HERE. I have read and understand the duties and expectations of the Friends of Wood Lake board as written above.
### CITY OF RICHFIELD APPLICATION
#### FRIENDS OF WOOD LAKE BOARD OF DIRECTORS

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<tr>
<td><a href="mailto:jcevans@richfieldmn.gov">jcevans@richfieldmn.gov</a> 612-861-9367 (fax)</td>
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<tr>
<td>Karen Shragg, Nature Center Manager</td>
</tr>
<tr>
<td><a href="mailto:kshragg@richfieldmn.gov">kshragg@richfieldmn.gov</a> 612-851-9366</td>
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<tbody>
<tr>
<td>Williams</td>
<td>Katie</td>
<td>J</td>
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- [ ] FUNDRAISING (soliciting prizes, grant writing, etc)
- [ ] PUBLIC RELATIONS
- [ ] FINANCE
- [ ] GRAPHIC DESIGN
- [x] OTHER: corporate management/non-profit work

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

I was born and raised in Richfield and would like to get more involved with the community and with a mission I believe in. I have a background in animal care as well as non-profit work and think a board position at Woodlake Nature Center would be the perfect place for my unique experience.

### CIVIC, PROFESSIONAL AND COMMUNITY ACTIVITIES

- Election Judge- November 2018
- Red Cross volunteer- 2017 to current
- Front Desk at Sharing and Caring Hands- 2003 to present
- Previous involvement with the Richfield 4th of July committee/events.

### OCCUPATION

Family Advocate at the Greater M nneapolis Crisis Nursery

### REFERENCES (OPTIONAL)

- CHECK HERE. I have read and understand the duties and expectations of the Friends of Wood Lake board as written above.
The City of Richfield has received concept plans from Northland Recreation and Landscape Structures for the Universally Inclusive Playground at Augsburg Park. We will go over the design plans as a commission team, suggest any changes we would like, and make a selection overall as to which concept we would like to move forward with for the project. We will examine each design concept and be scoring several factors (i.e. overall design, color, accessibility-auditory, accessibility-physical, accessibility-visual, etc.). Also, the project committee will provide updates regarding the fundraising plan for the playground.
City staff has reviewed all Richfield Parks for consideration of the installation of a dog park. We have narrowed down the locations to Taft and Donaldson Parks. Both parks have both pros and cons and will be discussed at the meeting. Factors to consider include: lighting, wetland laws, size for both large and small dogs, access to water, ADA accessibility, water drainage, future park planning, maintenance, neighbors, parking, and potential conflicts with other park users. The official staff recommendation is Taft Park; the site is deemed the best for this type of park use and taking into consideration the factors to consider. The Community Services Commission and City Staff will look at both sites (maps provided), and finalization the location, so both budget and site prep can be planned for the coming year.
Richfield Dog Park Project-Donaldson Park

Considerations:
- Lighting
- Wetland Set-back laws
- Size (enough space for designated large and small dog area)
- Access to Water (fountain and hose)
- ADA Accessibility
- Water Drainage
- Future Park Planning
- Maintenance
- Neighbors
- Potential Conflict with Other Park Users
- Parking
Considerations:

Lighting
Wetland Set-back laws
Size (enough space for designated large and small dog area)
ADA Accessibility
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