

AGENDA

Parks, Recreation and Environmental Commission (PREC)

In-Person / Electronic Meeting

New Brighton City Hall; 803 Old Hwy 8 NW

Upper Level Conference Room

June 1, 6:30 p.m.

- **Attend the meeting in Person:** Members of the Parks, Recreation and Environmental Commission and members of the public may attend the meeting in person. Attendees are required to wear masks and comply with social distancing parameters regardless of vaccination status.
- **Watch the meeting electronically:** To observe the meeting electronically, visit [the City website](#) or tune into CTV Channel 8023 (CenturyLink) or Channel 16 (Comcast).
- **Join the meeting electronically:** Members of the Parks, Recreation and Environmental Commission may attend the meeting remotely pursuant to MN Statutes 13D.021. If you need to interact with our officials or staff but are not comfortable attending the meeting in person, please click on the following link: <https://us02web.zoom.us/j/86807375776?pwd=WnV6NFFsOGZHQ1VoK2lubmZZNms5UT09> to join the meeting electronically (no app needed) or use your Zoom app to join by entering: Meeting ID: 868 0737 5776 and Passcode: 082910

I. Call to Order

II. Roll Call

- | | |
|------------------------------------------------------|--------------------------------------------------------------|
| <input type="checkbox"/> Chair Julia O'Rourke | <input type="checkbox"/> Commissioner Kristin Hicks |
| <input type="checkbox"/> Vice-Chair Michael Spooner | <input type="checkbox"/> Commissioner Matt Johnson |
| <input type="checkbox"/> Commissioner Pauline Alfors | <input type="checkbox"/> Commissioner Abe McEathron |
| <input type="checkbox"/> Commissioner Gary Bank | <input type="checkbox"/> Commissioner Laura Sokol-Kraft |
| <input type="checkbox"/> Commissioner Maren Hawkins | <input type="checkbox"/> Student Commissioner Zoey Tenenbaum |
| | <input type="checkbox"/> City Staff Members |

III. Approval of Agenda

IV. Approval of the April 6, 2022 Minutes

V. Business Items

A. No Mow May Review – Jennifer Fink, Director of Parks and Recreation

B. Strategic Priorities – Jennifer Fink, Director of Parks and Recreation

C. Update on the Buckthorn Removal Project at Creekview Park – Jennifer Fink,

Director of Parks and Recreation

VI. Announcements

A. City Council Report – Emily Dunsworth, City Councilmember

B. PREC Chair Updates – Julia O’Rourke, Chair

C. Department Happenings and Upcoming Events – City Staff

VII. Adjournment



MINUTES

Parks, Recreation and Environmental Commission

April 6, 2022 City Hall

Council Chambers 6:30 p.m.

I. Call to Order

The meeting was called to order at 6:30 p.m. by Chair Johnson.

II. Roll Call:

Members Present: Commissioners Pauline Alfors, Maren Hawkins, Kristin Hicks, Matt Johnson (Chair), Abe McEathron, Julia O'Rourke, Lara Sokol-Kraft, and Michael Spooner. Also present was Student Commissioner Zoey Tenebaum.

Members Absent: Commissioner Gary Bank.

Also Present: Director Jennifer Fink and Council Member Emily Dunsworth.

III. Approval of Agenda

Motion by Sokol-Kraft, seconded by Spooner to approve the agenda as amended adding Item A1 under New Business to allow for the Introduction of the New Commissioners. Motion carried 8-0.

IV. Approval of Minutes

Motion by Alfors, seconded by Sokol-Kraft to approve the March 2, 2022 minutes as presented. Motion carried 6-0-2 (Hawkins and McEathron abstained).

V. Business Items

A1. Introduction of Newly Appointed Commissioners

Director Fink introduced newly appointed Commissioners Abe McEathron, Maren Hawkins and Student Commissioner Zoey Tenebaum to the members.

Chair Johnson welcomed the new Commissioners to the group and thanked them for their willingness to serve the community.

A. No Mow May – Jennifer Fink, Director of Parks and Recreation

Director Fink stated in 2020, residents of Appleton, Wisconsin, an affiliate of Bee City USA, became energized about No Mow May and the City Council agreed to suspend their weed ordinance for the month of May. Over 435 registered property owners participated in the campaign, and Lawrence University, an affiliate of Bee Campus USA, partnered with Appleton to conduct research on the impact of No Mow May on pollinators. Researchers collected data on the abundance (the number of individuals) and species richness (the number of species) of flowers and bees found in unmown yards of a subset of the properties participating in No Mow May. They then compared those numbers to the abundance and richness of flowers and bees found in nearby urban parks that are regularly mowed. The findings were impressive. Not only were the abundance and richness of bees higher in the yards of properties participating in No Mow May, but they were way higher. Participating yards had three-times higher bee species richness and five-times higher bee abundance than nearby parks that had been mowed. This study was published in 2020 and is available for free download online. The City would like to encourage residents to participate in No Mow May, and will be suspended any enforcement of City ordinances regarding the length of the grass. The goal would be to create a social media campaign to promote this.

Discussion included:

- The Commission asked if this was about pollinators or the use of pesticides. Director Fink reported this initiative addressed both concerns, noting by not mowing in May, pollinators were protected.
- The Commission recommended signage be created by the City to allow residents to post a sign to inform their neighbors about this initiative.
- Councilmember Dunsworth questioned how complaints would be addressed by the City in May. Director Fink reported a list would be created for the properties that were participating in the program to assist with code enforcement concerns.
- The Commission suggested the City Council consider a Resolution be considered for the future to make No Mow May official.
- Further discussion ensued regarding how the City would register residents and advertise this program to the community.
- The Commission suggested the City provide other tips and tricks for residents on the City's website on how to protect pollinators.
- Councilmember Dunsworth recommended an article be included in the City newsletter next year to promote No Mow May.
- The Commission fully supported the City pursuing the No Mow May initiative.

B. Chair and Vice Chair Appointments - Jennifer Fink, Director of Parks and Recreation

Director Fink requested the Commission make a recommendation to the City Council for Chair and Vice Chair for PREC. She explained Vice Chair Spooner was willing to continue his service but noted the Commission would need to appoint a new Chair.

Commissioner O'Rourke indicated she would be willing to serve as the Chair.

Motion by Sokol-Kraft, seconded by Hicks to recommend the City Council appoint Julia O'Rourke Chair of PREC. Motion carried 8-0.

Motion by Sokol-Kraft, seconded by Hicks to recommend the City Council appoint Michael Spooner Vice Chair of PREC. Motion carried 8-0.

VI. Announcements

A. City Council Report – Council Member Emily Dunsworth

Councilmember Dunsworth provided the Commission with an update from the City Council. She explained the Council has been busy on its strategic plan for 2022 and 2023. She commented on how the priorities that were set included the environment and sustainability efforts. She provided an update on the services provided by Nine North and noted this organization was seeking a new Executive Director at this time.

B. PREC Chair Updates – Matt Johnson

Chair Johnson thanked the Commission for allowing him to serve as the Chair for the past year.

C. Department Happenings and Upcoming Events – City Staff

Director Fink stated spring/summer registration has been tremendous in the first three weeks. She discussed staffing changes that would be occurring within the Parks and Recreation Department. She commented further on the Council's five strategic priorities and noted a feasibility study for the NBCC renovations would be completed in order to assist with future park planning for the community. She stated the City was recently awarded its next step in the GreenSteps program and was named a Tree City USA for the 40th year in a row. She reported staff would begin working on the 2023 budget next week. She stated the golf course was in great condition and would be available for rounds once the weather permits.

VII. Adjournment

Motion by McEathron, seconded by Spooner to adjourn the meeting at 7:20 p.m. Motion carried 8-0.

Respectfully submitted,



Jennifer Fink
Director of Parks and Recreation



Agenda Section:	V
Item:	C
Report Date:	05/27/22
Commission Meeting Date:	06/01/22

ITEM DESCRIPTION: Update on the Buckthorn Removal Project at Creekview Park
DEPARTMENT HEAD'S APPROVAL: Jennifer Fink, Director of Parks and Recreation
CITY MANAGER'S APPROVAL:
No comments to supplement this report ____ Comments attached ____

Recommendations: ▪ Receive an update on the Buckthorn Removal Project at Creekview Park.

- History:** ▪ Staff applied for a Minnesota Department of Agriculture Noxious Weed Grant. The City was awarded \$5,000 to use goats to remove buckthorn at Creekview Park.
- The City Council passed a resolution at the May 24 meeting accepting the grant.

Financial Impact: ▪ None

Summary: Staff will provide an update on how the Buckthorn Removal project went in its first year.


Attachments: ▪ None

Jennifer Fink, CPRP

Director of Parks and Recreation



Agenda Section:	V
Item:	A
Report Date:	05/27/22
Commission Meeting Date:	06/01/22

ITEM DESCRIPTION: No Mow May
DEPARTMENT HEAD'S APPROVAL: Jennifer Fink, Director of Parks and Recreation 
CITY MANAGER'S APPROVAL:
No comments to supplement this report ____ Comments attached ____

Recommendations: ▪ Receive and update on the No Mow May Program

- History:** ▪ No Mow May is a conservation initiative first popularized by Plantlife, an organization based in the United Kingdom, but which is gaining traction across North America. The goal of No Mow May is to allow grass to grow unmown for the month of May, creating habitat and forage for early season pollinators. This is particularly important in urban areas where floral resources are often limited.
- The PREC commission and Council authorized the City to go forward with this initiative at their April 2022 meetings

Financial Impact: ▪ None

Summary: Staff will provide an update on how the No Mow May initiative went in its first year.


Attachments: ▪ None



Jennifer Fink, CPRP
Director of Parks and Recreation



Agenda Section:	V
Item:	B
Report Date:	05/27/22
Commission Meeting Date:	06/01/22

ITEM DESCRIPTION: Strategic Priorities
DEPARTMENT HEAD'S APPROVAL: Jennifer Fink, Director of Parks and Recreation 
CITY MANAGER'S APPROVAL:
No comments to supplement this report ____ Comments attached ____

Recommendations: ▪ Learn about the Strategic Priorities set by the City Council

History: ▪ None

Financial Impact: ▪ None

Summary: ▪ Staff will share a document with the commission outlining the Strategic Priorities set by the Council for 2022, 2023 and 2024. Director Fink will highlight the ones that PREC will be involved in.

Attachments: ▪ Strategic Priorities



Jennifer Fink, CPRP
Director of Parks and Recreation



Strategic Priorities 2022-2023

SUSTAINABLE AND RELIABLE INFRASTRUCTURE



Enhance the quality of life for our residents, visitors, and businesses by providing well-maintained, cost effective, and sustainable infrastructure.

Key Programs and Initiatives

1. Develop Living Streets Plan and Policy – **2022 and 2023**
2. Complete annual street projects – **2022 and 2023**
3. Complete Old Hwy. 8 reconstruction – **2023**



OPERATIONAL EFFECTIVENESS



Provide value through high quality and efficient services to the community by recruiting and retaining high performing employees. We accomplish that through providing competitive wages and benefits, performing thoughtful, long-range planning, and instituting best practices in organizational management.

Key Programs and Initiatives

1. Complete comprehensive wage and benefit analysis – **2022**
2. Examine and approve financial goals and indicators – **2022**
3. Approve senior Administration role – **2022 and 2023**
4. Provide analysis and recommendation around Fire Relief municipal contribution – **2022**
5. Develop and refine earned revenue strategy and goals – **2023**



ENVIRONMENT AND SUSTAINABILITY



Create well-planned, managed, and cost-effective infrastructure and green spaces that can support long-term community needs through environmentally friendly practices.

Key Programs and Initiatives

1. EV Charging Station Upgrades - **2022**
2. Create and approve Climate Action Plan – **2023**
3. Resident education on initiatives related to sustainability (Partners in Energy, Home Energy Audits) – **2022 and 2023**
4. Explore and provide recommendations on sustainable building standards for City-owned projects – **2022 and 2023**
5. Create document to share updates and metrics on how sustainability initiatives are benefiting the organization and community – **2022**



DIVERSITY, EQUITY, AND INCLUSION



We will adhere to our Equity Statement through purposeful and equitable policies, programs, engagement, and initiatives that address historical and long-standing disproportional outcomes.

Key Programs and Initiatives

1. Complete Equity Strategic Action Plan – **2022**
2. Create framework and matrix for policy analysis that incorporates Equity Framework – **2022**
3. Continue developing community engagement framework across Departments – **2022 and 2023**
4. Develop resource needs based on ESAP – **2023**



LIVABLE COMMUNITY



Provide safe and vibrant neighborhoods where all are welcome through engaging with community partners, targeted investment, community redevelopment, and thoughtful planning.

Key Programs and Initiatives

1. Complete study of existing housing supply and affordability – **2022**
2. Create Housing Policy that reflect goals of City Council – **2022**
3. Design and construct Phase 1 of Parks Comprehensive Plan – **2022-2023**
4. Accept Vision Silver Lake Road 2040 study – **2022**
5. Formally approve updates to Zoning Code based on Zoning Steering Committee recommendations – **2022-2023**
6. Provide implementation and funding plan for Phase 2 of the Parks Comprehensive Plan – **2023**
7. Develop goals and strategic plan on update to NBCC – **2023**
8. Provide analysis of next phase of community oriented policing in New Brighton – **2022**

