



# AGENDA

## Oakdale Parks and Recreation Commission

REGULAR MEETING  
September 19, 2023  
7:00 PM  
Oakdale City Council Chambers

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**4. APPROVAL OF MINUTES**

- a. August 15, 2023

**5. PARKS AND RECREATION COMMISSION REVIEW**

a. **OLD BUSINESS**

2024 Parks and Recreation Commission Work Plan Draft, Liaison Williams

b. **NEW BUSINESS**

New Commissioners Update, Liaison Williams

**6. OTHER**

- a. Council Liaison Update Koesling\*
- b. Council Liaison Update Williams
- c. Commissioners Comments
- d. City Council Update, Council Member Andy Morcomb\*

**7. ADJOURNMENT**

\*Items marked with an asterisk have no accompanying materials

**The next regular Parks and Recreation Commission meeting will be held October 17, 2023.**

## Draft - 2024 Parks and Recreation Commission Work Plan

Title	Reference Document	Description/Tasks
Community Member Outreach\Engagement	N/A	<ol style="list-style-type: none"> <li>1. Conduct a Commission meeting once or twice a year at an outside picnic shelter to promote community engagement and participation.</li> <li>2. Use community members to obtain feedback on topics under consideration.</li> </ol>
Capital Improvement Projects	Draft 2025 – 2029 Parks CIP	<ol style="list-style-type: none"> <li>1. Review proposed CIP drafts and if appropriate provide comments for City Council's consideration.</li> </ol>
Promote New and Relevant Recreation Programming	Comprehensive Plan – Chapter 5, Goal 1, Policy 1.	<ol style="list-style-type: none"> <li>1. Continue to talk with residents seeking input in regards to the needs and preferences of all ages, cultures, abilities and incomes.</li> </ol>
Commissioner Education	N/A	<ol style="list-style-type: none"> <li>1. Schedule and participate in the annual park tours to gain knowledge of current park conditions, projects, etc.</li> <li>2. Each month, assign a Commissioner to attend a recreation program/special event and a park location to gain additional knowledge/exposure.</li> </ol>
Annual President/Vice President Elections	Bylaws Oakdale Parks and Recreation Commission Article III Organization of Commission 3.1 Organization of the Commission	<ol style="list-style-type: none"> <li>1. Vote on a new Chair and Vice Chair in February.</li> </ol>

**REGULAR MEETING  
PARKS AND RECREATION COMMISSION  
City of Oakdale  
August 15, 2023**

**CALL TO ORDER**

A regular meeting of the Oakdale Parks and Recreation Commission was held on Tuesday, August 15, 2023, at Oakdale City Hall, 1584 Hadley Avenue, Oakdale, Minnesota. The meeting was called to order by Chair Meyer at 7 PM.

**CALL OF ROLL**

On a call of roll, the following were present:

Chair:	Steve Meyer
Vice Chair:	Glen Giacoletto
Commissioners:	Glen Bearth
	Jan Cunningham
	Mark Giannini

Also Present:	Jeff Koesling, Parks Superintendent
	Julie Williams, Recreation Superintendent
	Andy Morcomb, City Council

Quorum Present: YES  NO

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES: Regular Meeting Minutes, July 18, 2023**

**A MOTION WAS MADE BY COMMISSIONER CUNNINGHAM, SECONDED BY VICE CHAIR GIACOLETTO TO APPROVE THE MINUTES OF THE PARKS AND RECREATION COMMISSION REGULAR MEETING OF JULY 18, 2023 AS PRESENTED.**

**5 AYES      0 NAYS**

**PARK TOUR – Steve Meyer**

Chair Meyer announced the dates for upcoming Parks and Recreation Commission park tours. The first tour will take place on Saturday, August 19 from 8:30 to 10:30 AM, and will visit Golfview, Northdale, Furlong, Oakfield and Oakdale Bark Parks. The second tour will take place on Saturday, September 16 from 8:30 to 10:30 AM and will visit Garden Boulevard, Tilley Tot Lot, Tower, and Guthrie Parks. He encouraged the community to visit during the tour times to share input with the Commission.

Chair Meyer visited the volleyball courts with artificial turf installed in St. Paul. The single court on Minnehaha is harder than a football field, and he wouldn't recommend diving on it, but the court is meant for play involving kicking rather than traditional volleyball. On Duluth and Case there are

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three beautiful courts with the same turf, benches, and tall chairs for judges. On Maryland, there is a double court that looks nice as it blends into the grass. He would like to see the artificial turf used in a larger size court for actual volleyball. There is some wear on the courts installed in 2017/18, however for that age, they have held up. It may be the way to go over sand, but if possible, a softer surface would be desired.

### **PARKS AND RECREATION COMMISSION WORK PLAN DRAFT – Julie Williams**

Superintendent Williams announced the draft discussed by the Commission from the 6 PM workshop that took place and kicked off today. The Commission will need to approve their draft at the October meeting for Council to review at their November workshop. It will then be informally discussed at the year-end appreciation dinner. Work plan notes will be sent to the Commission for their next September workshop.

### **PARKS UPDATE – Jeff Koesling**

Transitioning to Fall Sports – Parks Superintendent Koesling reported that summer softball and baseball are over, and that 13 to 14 football and soccer fields have been installed. Skyview is still to be determined as a location to add a couple fields.

Seasonal Staff – The last seasonal employee is finishing on Friday. The six seasonal staff did a great job and have headed back to school.

Mowing – Rain, warm days, and cool nights cause the growth of grass to take off and crews have been keeping up on mowing.

### **RECREATION UPDATE – Julie Williams**

Seasonal Staff – Recreation Superintendent Williams reported that camps wrapped up, and recreation was lucky to have great youth instructors making the summer programming special for the kids. This year had six returning staff and two new. The hope is to have them all back next year. They left for the season last Friday.

Movie in the Park – On Friday, *Minions: The Rise of Gru* will start at dusk; around 8:30 PM and ice cream treats will be available for purchase.

Commissioner Giannini reported that he saw comments on Facebook from attendees of the last Movie in the Park that experienced loud people, kids running amuck, and not being able to hear the movie.

Mrs. Williams replied that the speaker system is loud and there were some kids hanging out near the shelter area. Oakdale Police came through and will be requested about coming through again.

Fall Newsletter – In mid-September the newsletter will release with programming for the months of October through January.

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Farmers Market – It is peak season. Mr. Eggrill is a new food truck and Market Coordinator Nathan Timmons is looking to add more new food trucks in the coming weeks.

Summer Concert Series – The series winds down this month with two remaining concerts. The Smooth Sensation Band will perform tomorrow night, a rescheduled date from a prior rain-out. The Revolution 5 Beatles Tribute Band will wrap up the season on August 23.

Pop Up Splash Pad – The first ever pop-up splash pad was a great success with 200 to 300 kids attending from 1 to 3 PM last Friday. Oakdale Fire brought the water and fire trucks, and summer staff brought water balloons and games for kids. A couple dates may be added when the event returns next year.

Amped Up Entertainment – The series will wrap up Thursday with a performance by Brian Richards Family Magic Show at 10 AM. Look in the fall newsletter for the possibility of adding a few new amphitheater programs for fall, maybe over MEA break or on a weekend.

Touch a Truck – Trucks and vehicles are being finalized for the event on Tuesday, September 12, from 5 to 7 PM. The Maplewood Lions Club will be doing the concessions and participants will receive free ice cream.

Family Fun Flatables – Walton Park will have inflatables on Saturday, September 16 from 11 AM to 4 PM. Music will be provided by Kidsdance Family DJ. There will also be concessions.

Yoga – New instructor, Jen Vale, the former owner of YogaFresh in Woodbury will be bringing new yoga classes to the Discovery Center on Tuesday and Friday mornings, along with Thursday nights. The last Discovery Center yoga instructor has retired.

### **COMMISSIONER COMMENTS**

Wellness 50+ – Commissioner Cunningham shared that on Halloween Day there will be a “Thriller” theme line dancing event at the Discovery Center from 1 to 2:30 PM.

Park Maintenance – Vice Chair Giacoletto complimented Parks Superintendent Koesling and his crew on the park maintenance after visiting Oakdale’s parks.

### **CITY COUNCIL UPDATE – Andy Morcomb**

Budget Season – Councilmember Morcomb highlighted the importance of park improvements to Council. Willowbrooke Commons Park will be having equipment ordered and there are other parks like Tilsen in the CIP plan. It takes six months or more to receive equipment, and there are discounts to order in volume. There will be a lot of park projects next year, with equipment upgrades following the CIP. The walking paths surrounding the Commons Park are scheduled to be completed this fall.

Acorn Awards – Council is seeking suggestions for new properties to recognize and give awards to for landscaping achievement.

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Ice Cream Truck Ordinance – City Council passed an ordinance to allow ice cream truck businesses in the city again. MikMart, who attends Oakdale Recreation events, is the first vendor to pull a permit, and may send trucks around with ice cream beginning in August.

**ADJOURNMENT**

**A MOTION WAS MADE BY COMMISSIONER CUNNINGHAM, SECONDED BY COMMISSIONER GIANNINI TO ADJOURN THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION, DATED AUGUST 15, 2023, AT 7:20 PM.**

**5 AYES    0 NAYS**

Respectfully submitted,  
Laura Linzmeyer

**WORKSHOP  
PARKS AND RECREATION COMMISSION  
City of Oakdale  
August 15, 2023**

The meeting of the Oakdale Parks and Recreation Commission was held on Tuesday, August 15, 2023, at Oakdale City Hall, 1584 Hadley Avenue, Oakdale, Minnesota. The meeting opened at 6 PM.

The following members were present:

Steve Meyer  
Glen Giacoletto  
Glen Bearth  
Jan Cunningham  
Mark Giannini  
Julie Williams  
Jeff Koesling

**ANNUAL ADVISORY BOARD WORK PLAN INTRODUCTION – Julie Williams**

Recreation Superintendent Williams explained that the City Council decided at a recent workshop that all advisory boards will be completing a work plan for the following year, to be done annually. She presented examples of how other commissions have completed their work plans. The Parks and Recreation Commission will be completing a similar template, coming up with five to six main goals. Each goal features a title, reference document, description, and lists tasks at hand to reach the goal.

She presented an example of a goal with the title “Annual President/Vice President Elections.” It has a reference document of the Commission Bylaws, and the task description being to vote for the president and vice president in February annually. A recreation goal is to provide new and relevant programming, referenced in the comprehensive plan, and task includes communicating with residents to seek input on their wants and needs.

**COMMISSIONER DISCUSSION OF NEW IDEAS AND GOALS**

Chair Meyer suggested relocating one or two of the summer Tuesday night Parks and Recreation Commission meetings into park locations. If the visits were established and advertised, commissioners could visit with parents as their kids play to learn what the park users want. Locations like the Walton Band Shell or Eastside Shelter could be used.

Commissioner Cunningham suggested the Discovery Center Amphitheater.

Vice Chair Giacoletto liked that the park locations are less intimidating than coming to City Hall or City Offices when the residents are met in a comfortable and familiar environment.

Superintendent Williams pointed out that one of the Commission’s main goals can be the park tours, relating to commissioner education. The description of the annual park tours is to gain knowledge of current park conditions and projects.

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Chair Meyer would like each commissioner assigned one, two, or three parks monthly to report back on to the commission. Commissioners would report on the appearance and changes happening in their assigned parks.

Commissioner Bearth added that each commissioner could talk to park users to learn how things are going at the park, their thoughts, and what they may like to see in the park.

Chair Meyer added that at least one commissioner should also attend each recreation event and report back.

Superintendent Williams agreed that it is helpful when commissioners attend the programming that she and Nathan Timmons coordinate. The goals could fall under promoting new and relevant recreation programming and also park system maintenance, as commissioners could see and report issues.

Commissioner Giannini shared that he had emailed t-ball families a request to respect the City and school fields when he found litter after a game. Parents need to treat the property as if it is their own so that permits are not revoked.

Vice Chair Giacoletto shared that he called police when a heavy truck, capable of causing damage, blocked park use when it parked in the picnic area at Eastside Park. Mr. Koesling told him that the parks department frequently fight vehicles from traveling and parking on paths. However, the police seemed indifferent.

Chair Meyer shared that last week, a weekend volleyball semi tournament set up three courts at Eastside Park and he emailed staff that any damage deposit that was collected should be kept due to the grass getting torn up and the large number of people.

Superintendent Williams replied that a rental fee was collected for a shelter permit on the date of the event, but damage deposits are not collected for shelter reservations unless renting the Walton Kitchen Facility. Permit holders are informed that staking is not allowed into the ground. Volleyball and bounce castles remain a challenge. Nets can still be set up without staking. Staking has caused damage to irrigation lines.

Commissioner Giannini suggested that permit holders have to pay for damages and informing them the amount paid for their damage may be however many hundreds or thousands of dollars.

Commissioner Cunningham cautioned that during weekend events, it may be hard to know which group caused the damage.

Superintendent Williams added that the damage may be caused by a park user without any shelter reservation at all. It may be hard to track.

Commissioner Bearth suggested using social media to post blurbs on parks, as a resident may not even know that Northdale Park exists.



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Commissioner Giannini did not know Northdale Park existed a couple years ago, until his kids started playing soccer and he learned about the location on the soccer schedule.

Superintendent Williams summarized that the goal could be to raise resident awareness about the amenities offered, including both parks and programs. A commission applicant had told her that everything the City has to offer should be marketed more.

Commissioner Cunningham would like the pavilions to be featured when highlighting each park, as it seems the parks that people know of are limited to Walton Park and the Oakdale Nature Preserve/Discovery Center. Everyone wants to install memorial benches at the Oakdale Nature Preserve, but there are a lot of other park options.

Superintendent Williams continued with the goal of Capital Improvement Projects (CIP), referencing the CIP drafts, and the task to provide appropriate comments for City Council consideration as an ongoing, annual goal.

Vice Chair Giacoletto wondered what document may be referenced for park system maintenance, and Superintendent Williams pointed out that the goal of park system maintenance is appropriate for the Parks Department and not necessarily a goal for the Commission.

Commissioner Cunningham remembered a notebook that listed all parks and amenities for each that the Commissioners who served in 2016 received.

Chair Meyer looked through the goals of the other Commissions and agreed that their goals may not pertain to the Parks and Recreation Commission's goals. "Participate in the planning of parks" could be a goal for the Parks and Recreation Commission that is similar to the Economic Development Commission's goal of "Participate in City efforts to improve under comprehensive plan."

Commissioner Giannini recalled voting on what equipment should be placed at Willowbrooke Park.

Superintendent Williams agreed that the Commission does this task by providing recommendations to the Council with the CIP. The Tree Board also has not developed a work plan in the past, and their goals differ than the Parks and Recreation Commission, since their board focuses on tasks like planning the Tree Giveaway and Tree Planting Events. On the next September regular meeting date, the Commission can meet again prior to the meeting to approve the Commission work plan, narrowing down five or six main goals that will go to the Council workshop in November. Council will informally discuss the work plan, and bring it to the November or December dinner.

Commissioner Cunningham pointed out that each goal encompasses a lot.

Vice Chair Giacoletto also serves on the Tree Board. They meet quarterly and have yet to formally discuss goals with their liaison, City Forester Loren Cota. Some people serving are arborists and have expertise.

Commissioner Bearth would like to solicit with local businesses such as Menards or Hy-Vee for park clean up events and sponsorships for park improvements. Businesses that he worked at, such as

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Ameriprise, would offer a day of pay to employees who choose to help with Habitat for Humanity or Second Harvest and other community involvement offerings like cleaning yards that are authorized by the business.

Superintendent Koesling replied that businesses can participate in the existing Adopt a Park program.

Superintendent Williams added that the Oakdale Recreation offers an annual Park Clean Up Week with a number of businesses, including Target, participating. An effort could be made to piggy back off the existing program to reach out to businesses. She noted that the City has received feedback from participants of Park Clean Up Week that there has not been a lot of cleaning needed, as Oakdale's parks are well-kept by park maintenance.

Vice Chair Giacometto suggested that Oakdale's undeveloped parks be unlisted and unnamed. Why is a field of weeds, without a reason to visit, designated as a park? It provides no benefit. There is not even a sign at Armstrong Park. No one knew of the location, even neighbors adjacent to it. Parks should be utilized space, not just pieces of property listed as parks. What can be developed on these properties, if anything?

Commissioner Cunningham shared that people are surprised that Oakdale has 29 parks, and that many know of five at most. She suggested parks could each be marked with a park sign or memorial bench.

Superintendent Williams will use the notes taken to create a document with titled goals, and bring it back to the Commission. Additional ideas before September can be sent by email to be added to the list. The Council is looking for Commissions to accomplish their work plans with concrete goals and guidance annually.

Superintendent Williams closed the meeting at 6:42 PM.

NEXT MEETING: Tuesday, August 15, 2023, 7 PM, Oakdale City Hall

## MEMORANDUM

TO: Christina Volkers, City Administrator  
FROM: Julie Williams, Recreation Superintendent  
DATE: September 15, 2023  
SUBJECT: Monthly Update – September 2023

The following information is provided to the City Administrator and Parks and Recreation Commissioners as information only. There is no need for any official commission, council, or administrative action; but rather, this is an effort by staff to keep you informed of the Department's day-to-day operations.

**1. TOUCH A TRUCK RECAP**

This year's event was held on Tuesday, September 12 from 5 to 7 PM. Vehicles and equipment from Public Works, Fire, PD and others were on hand for kids to touch, climb and explore. Participants young and old were treated to ice cream treats from Mik Mart Ice Cream. The Maplewood/Oakdale Lions Club provided concessions. Special thanks to Public Works, PD and Fire Department who always help make this an amazing community event. We had a great turnout despite the misty weather!

**2. FARMER'S MARKET**

The market is slowly winding down with only 4 weeks remaining. Fall products, squash, pumpkins, and fall canned goods are finally arriving. Market Coordinator Nathan Timmons will soon begin the transition from our outdoor market to our indoor market season which begins November 11.

**3. FAMILY FUN FLATIBLES**

The upcoming Family Fun Flatibles will be held on Saturday, September 16 from 11 AM to 4 PM at Richard Walton Park. Along with a large variety of inflatables, Kidsdance (kids DJ experience) will perform at the band shell from noon to 3 PM. Tartan Boosters will provide concessions. We are once again expecting over 2,000 participants at this wildly popular, FREE event! Thank you to our sponsors, GOLD: Oakdale Athletic Association, American Legion Post 39, SILVER: New Horizon Academy, BRONZE: Marcus Theatres, North Star Skate School/East Metro Stars Hockey, Parkview Chiropractic and Tartan Boys Traveling Basketball.

**4. OAKDALE WELLNESS 50+ EVENT**

Oakdale Wellness 50+ and Walgreens Clinic are hosting a Flu Shot Clinic on Saturday, September 30 from 11 AM to 2 PM at the Discovery Center. Bring your insurance card and photo ID. Shots are free with most insurances. No registration is necessary.

**5. OAKDALE UPDATE**

The Fall/Winter Oakdale Update is now available online and is expected to arrive in mailboxes in the upcoming weeks. This edition will cover the months of September through January.

**6. AWARD WINNING DISCOVERY CENTER BEEHIVE**

Attached is a photo of the Oakdale Nature Preserve beehive proudly displaying the blue ribbon won at the Washington County Fair and the three Minnesota State Fair ribbons that beekeepers Karen and Duane Voy won in 2023. Congratulations!

**7. MEA BREAK AMPED UP ENTERTAINMENT**

The department will offer a special fall edition of our Amped Up Entertainment program at the Discovery Center amphitheater on Thursday, October 19 from 10 to 11 AM. The RAD Zoo will bring their Radical Reptile Adventure Program, an interactive experience with snakes, lizards, turtles and an alligator. The event is free to the public.



ENTRY TAG  
EXHIBITOR 106  
CLASS - 4, Honey & Bees  
1st  
MINNESOTA STATE FAIR 2023

SECOND PREMIUM  
BEE AND HONEY  
MINNESOTA STATE FAIR 2023

THIRD PREMIUM  
BEE AND HONEY  
MINNESOTA STATE FAIR 2023

FIFTH PREMIUM  
BEE AND HONEY  
MINNESOTA STATE FAIR 2023