



PARKS COMMISSION

City Hall: 3750 Bridge St NW St. Francis, MN 55070

Thursday, May 15, 2025 at 7:00 PM

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**
 - [A.](#) Parks Commission Minutes - February 13, 2025
- 4. APPROVAL OF AGENDA**
- 5. OLD BUSINESS**
 - A. Rum River Woods Park Discussion Update
 - B. Warming House/Ice Rink Update
- 6. NEW BUSINESS**
 - A. Park CIP & Timeline
 - B. Woodbury Park Improvements - Gazebo Roof
 - C. Bark Park Improvements - SHIP Grant Benches
 - D. Smith Lake - Nature Trail Bench Locations
 - E. Community Park Nature Trail Addition
- 7. MEMBER REPORTS**
- 8. ADJOURNMENT**

CITY OF ST. FRANCIS
PARKS COMMISSION AGENDA
Police & Public Works – 3750 Bridge St NW
February 13, 2025
7:00 p.m.

1. CALL TO ORDER

The Parks Commission was called to order at 7:11 pm.

2. ROLL CALL

Members Present: Commission Member Greg Zutz, Commission Member and Chair Barb Anderson, Commission Member and Co-Chair Daria Shiffer

Absent: Renee Wedan

Also Present: Public Works Director Paul Carpenter, Streets/Parks Supervisor Jeremy Shook, and Councilmember Sarah Udvig.

3. APPROVAL OF MINUTES

MOTION BY: ZUTZ SECOND: SHIFFER APPROVING THE MEETING MINUTES FROM OCTOBER 30, 2025.

Ayes: Zutz, Anderson, and Shiffer.

Nays: None

4. APPROVAL OF AGENDA

MOTION BY: ZUTZ SECOND: SHIFFER APPROVING THE AGENDA.

Ayes: Anderson, Zutz, and Shiffer.

Nays: None

5. OLD BUSINESS

A. Hockey Rink Warming House Update

Public Works Director Carpenter reviewed the Staff report in regard to the hockey rink warming house. He discussed plans for the project including adding a fire pit and renovating the existing building. He said he wants this area to be used by all ages.

Shiffer asked if they will also be expanding the hockey rink. Carpenter said the hockey rink will remain the same size but will be new.

Anderson suggested putting the basketball hoops outside of the ice rink so the rink could be used for basketball in the warmer months.

Streets/Parks Supervisor Jeremy Shook shared that their plan was to turn the basketball court into another rink.

Carpenter explained that when Highway 47 is worked on, some of this area is in the easement for that project; however, the main parking lot, building, and the rink are all safe and outside of the easement area. He shared that they will have to make some updates to the bathrooms for ADA compliance. He added that the record use of the hockey rink for a Saturday was over 150 in a single day.

Zutz asked if the firepit would be a wood burning fire pit. Carpenter said it would be natural gas so no one has to worry about having firewood available for use.

Zutz asked if there was any consideration to put the fire pit on the opposite side of the entryway into the building. Carpenter said they can consider this as they continue to work through the design.

Zutz asked if funding could be an issue. Carpenter said they have not gotten to the funding stage yet. He explained that they need to create a project that they can put out for bid in order to have an idea of pricing.

Councilmember Udvig asked if they are still considering getting sponsorships for the boards. Carpenter said he is still open to this idea and thinks it would be a great way to look at some funding sources. He added that they can also look into some grants.

The consensus of the Commission was to move forward with the proposed plan for the hockey rink warming house.

B. Disc Golf Discussion

Carpenter requested they table this discussion as the City is looking at selling the 40-acre property where this disc golf course would go.

6. **NEW BUSINESS**

A. 22746 Rum River Blvd. - Community Center Discussion

Carpenter reviewed the Staff report concerning the property at 22746 Rum River Boulevard and the possibility of a Community Center. He explained that they could also put more money into the warming house and make that a Community Center.

Shiffer shared that she would rather have a separate Community Center and warming house.

Anderson asked what the intended purpose of the Community Center would be. She noted that this will help them determine which location would be a better fit. Carpenter explained that the intent is that it would be used for seniors, the Scouts, the Ambassadors, and other groups to hold meetings or events.

Udvig noted that they now have space in City Hall for these meetings to be held. She said if they are going to call it a Community Center then residents will likely be expecting there to be amenities like pool tables, games, and other activities.

Zutz stated they need to answer the question of what the intent will be for the building before they can move farther in this process. He added that they could get pushback from residents about this since they just completed the City Hall Fire Station, now they are working on the ice rink and warming house, and could be doing this as well, all of which will cost the taxpayers. Anderson agreed.

Udvig shared that as they roll these ideas out to the public they need to be very transparent about how much it will cost.

Carpenter added that the City could make some money if they sell the old City Hall building. He shared that he is having someone look at the house on this property to see if it is even possible to have it turned into a Community Center and he should have this information in the next few weeks.

Zutz shared that he sees the warming house as a place for activities while a Community Center could be more for meetings and events.

Shiffer stated that it makes sense to purchase this property because of its location and they can figure out a way to utilize the building.

Carpenter shared that the current property owner has been working with him and they are giving the City until the end of March or beginning of April to decide if they want to purchase the property.

Shiffer asked how large the property is. Carpenter said it is just over two acres.

The consensus of the Commission was to move forward with plans for purchasing this property for a Community Center and presenting it to Council.

B. Deer Creek Park Improvements

Carpenter reviewed the Staff report regarding the Deer Creek Park improvements.

Shook explained that on the west side of the park there has been a large area that was clear cut and they were testing out a new forestry mulcher that they are looking at purchasing. He shared that this could be used in parks and other areas where they want to mulch trees. He noted this would be a substantial cost savings versus having a contractor remove these trees.

7. **MEMBER REPORTS**

Anderson asked if the Parks and Recreation Commission could see plans for developments as they move through the process so that the Commission can see how these developments will work with parks and trails. Carpenter said he will get Anderson connected with Community Development Director Rieland to discuss this further.

8. **ADJOURNMENT**

Chairwoman Anderson adjourned the meeting at 8:01 pm.

Jennifer Wida, City Clerk