



# PARKS & RECREATION COMMISSION

## Meeting Minutes September 21, 2022

### Duluth City Hall, Council Chambers



#### I. Call Meeting to Order

President Crosby called the meeting to order at 5:00 p.m.

#### II. Roll Call

Present: Amanda Crosby, Britt Rohrbaugh, David Demmer, Natalie Chin, Kala Pedersen, Barb Darland, Tjaard Breeuwer, Terese Tomanek – City Council Liaison, Amber Sadowski – ISD 709 School Board Liaison; Ashley Grimm – St. Louis County Commissioner

Not Present: Jenny Peterson

#### III. Approval of the August 10 Meeting Minutes

**Commissioner Demmer motioned for approval of the August 10 meeting minutes; second by Commissioner Pedersen. Unanimously approved.**

#### IV. Presentations

#### V. Commissioner Committees

Administrative (E-Board) meeting date: Thursday, September 29 at noon, Parks Conference Room  
Amanda Crosby, David Demmer, Natalie Chin [Jessica Peterson]

Public Golf Committee – Tuesday, November 15 at 5 p.m., Conference Room 330  
David Demmer, Amanda Crosby [Jessica Peterson, Bridget Erickson]

#### VI. Commissioner & Liaison Reports

#### VII. New Business

#### VIII. Old Business

- A. Essential Spaces: Duluth Parks, Recreation, Open Space & Trails Plan (Action Requested) – Jessica Peterson, Manager

Demmer questioned which parks are key parks to receive tourism tax dollars. Peterson stated that tourism tax is dedicated to the St. Louis River Corridor. The plan calls for the creation of a system-wide athletic facilities plan, including how to invest those dollars into system wide athletic facilities.

Demmer questioned why prioritization of the strategies was not a part of the planning process. Peterson stated that there is a package approach for prioritizing these items. Currently there are not funds available to accomplish all these items. The action steps are dependent on resources available. Stated that we will continue to look at equity goals. Stated that safety is a priority for us. Because of these multiple factors, it would be very difficult to put the strategies in an order of priority.

Demmer questioned what would happen if a project presents itself that does not fit neatly into a strategy or action items. Peterson stated that there may be opportunities that come along that do not fit an action item, but could fit into a goal or strategy in the plan.

Behler questioned how progress will be measured on implementing this plan. Peterson stated that there will be both qualitative and quantitative reporting. One will be check marks of action items accomplished. There will also be summarizing and qualitative reporting, which process will be developed as implementation begins. This process will guide reporting for the next ten years.



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Beehler questioned where the signage plan comes together with the master plan. Peterson stated that the trail signage is a continuing work in progress and will require additional funding as well.

Grimm questioned how the council equity resolution is reflected in the plan and with the Spirit Valley Wellness Center. Peterson stated that there are existing mini master plans that have funding timelines. The St. Louis River connection continues to be a priority. Plans that are currently in place will bring a variety of cultural interpretation, programming opportunities, and infrastructure updates.

Grimm questioned why 50% of staff time is dedicated to destination parks and if this means more is dedicated for tourists and less for residents and neighborhoods. Peterson stated that for destination parks and heavily used tourist areas, there are separate funds to support the higher maintenance needs, which can also be funded by tourism tax dollars.

Grimm questioned if the public comment opportunity was posted on social media, and how it was shared with the community. Katie Bennett stated that there was a mailing notice sent out and social media post, and copies of the plan were dropped off at the library branches. The mailing list is a City-maintained list that members of the public can sign up for.

Demmer questioned if tourism tax dollars will go to destination parks as "key parks". Peterson stated that generally they would go to destination parks, but there could be some overlap with parks that are not classified as destination parks. Stated that it is possible over time for parks change categories. More dollars can address the maintenance service levels in a variety of ways.

**Chin motioned to approve the Essential Spaces: Duluth Parks, Recreation, Open Space & Trails Plan. Rohrbaugh second. Unanimously approved. Motion carries.**

#### **IX. Public Comment**

#### **X. Adjournment**

Meeting adjourned at 6:02 pm.

#### **XI. Next Meeting**

The next meeting will be Wednesday, October 12 at 5:00 p.m., Conference Room 330.