

CITY OF ST. FRANCIS
PARKS COMMISSION AGENDA
Police & Public Works - 4058 St. Francis Blvd NW
November 18, 2025
7:00 p.m.

1. **CALL TO ORDER**

The Parks Commission was called to order at 7:05 pm.

2. **ROLL CALL**

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

Members Absent: Commission Member Renee Wedan.

Also Present: Public Works Director Paul Carpenter, and Jennifer Gulbrandson Public Works Admin.

3. **APPROVAL OF MINUTES**

MOTION BY: SHIFFER SECOND: ANDERSON APPROVING THE MEETING MINUTES FROM AUGUST 14, 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. **Rum River Woods Park Update**

Public Works Director Carpenter reviewed the Staff report regarding the Rum River Woods Park. He shared that the community is incredibly thankful for the updates made to this park.

The Commission thanked the Staff for their hard work on this park.

B. **Warming House/Ice Rink Update**

Carpenter reviewed the Staff report and gave the Commission an update on the warming house and ice rink. He shared that they have applied for two grants, one from the League of Minnesota Cities and the other through the DNR. He said they have already gotten the grant from the League of Minnesota Cities in the amount of \$5,000.

Anderson suggested that they ask local organizations for donations of materials for this project to show in their grant application that this project is a community effort.

Zutz inquired about access to the firepits during the wintertime. Carpenter explained that there will be a small opening to the firepits, similar to the way it is currently.

Shiffer asked if there would be concessions at this site. Carpenter said the high school will offer small concessions.

Zutz shared that he would like the lighting at this site to point down to reduce light pollution. He added that with the pickleball courts, he would like them to use a material that does not crack as easily as some other courts he has seen. Carpenter said they will be pricing out different materials for this to find what will hold us best.

Zutz added that he has also seen courts with panels that can be removed and asked if this would be something they could look into. Carpenter said he can research this.

6. NEW BUSINESS

A. Park CIP Review for 2026

Carpenter reviewed the Staff report concerning the 2026 Park CIP. He asked the Commission to review the CIP and come back to the next meeting in February 2026 with their feedback and opinions.

Zutz asked how they projected project costs for future years. Carpenter explained that they added about 25% to each of the project costs if they were to be completed today, to anticipate how much they will cost in the future. He shared that they will continue to adjust these numbers each year to make sure they are as accurate as possible.

The Commission thanked Carpenter and Staff for their hard work on this CIP.

B. Dellwood Park Restoration Project

Carpenter reviewed the Staff report regarding the Dellwood Park restoration. He shared that he has been working with the Anoka Conservation District on a full prairie restoration.

Shiffer asked if they will be keeping this as a trail or adding a playground. Carpenter said it will be kept as a trail.

Zutz asked if they foresee any regrowth that they would want to put signs up for after the burn takes place to clear the area. Carpenter said yes and asked the Commission for ideas on what they would like to see at this park.

Zutz suggested putting some blockage, like posts, in the middle of the trail to prevent motorized vehicles like 4-wheelers from using the trails.

The Commission was supportive of moving forward with this project.

7. MEMBER REPORTS

Anderson asked if Anoka County was still planning to build a trail under the bridge. Carpenter shared that there were two sewer lines and a water line under the bridge, which put a stop to this project. He stated that they are in the process of redesigning this trail.

Zutz said he would like to look into ways that they can incorporate more public art throughout the City. He noted that they could get the community involved in this. Carpenter said they can definitely look into this.

The Commission thanked Carpenter and his Staff for all the great work they have put into the parks this year and shared that they are looking forward to 2026.

8. ADJOURNMENT

Chairwoman Anderson adjourned the meeting at 8:12 pm.