

**CITY OF NORTH ST. PAUL
PARKS AND RECREATION COMMISSION
MEETING MINUTES**

March 28, 2018

6:30 PM

North St. Paul City Hall – Castle Room
2400 Margaret Street

I. CALL TO ORDER

Chair Lloyd Grachek called the meeting to order at 6:30 p.m.

II. ROLL CALL

Present: Lloyd Grachek, Chair
Heather Haas
Nancy Thorsen
Sarah Zahradka
Tim Cole
Laura Greenlee-Karp

Absent: Larry Amsden, Vice Chair
Ingrid Koller

Council Liaison: Terry Furlong (Absent)

Staff: Debra Gustafson, Strategic Operations Director / PRC Liaison
Keith Stachowski, Public Works Liaison
Sandra Bush, Community Development

Ex-Officio: Jim Naughton, NSPAA

Others: Cathy Troendle, Southwood Taskforce
Alex Krol, Minnesota Tennis Camp

III. ADOPT AGENDA

On motion by Commissioner Zahradka, seconded by Commissioner Haas with all present voting aye, motion carried to adopt the agenda.

IV. APPROVAL OF MINUTES

Approve the February 28, 2018 regular meeting minutes.

On motion by Commissioner Thorsen, seconded by Commissioner Greenlee-Karp with all present voting aye, motion carried to approve the February 28, 2018 meeting minutes.

V. MEETING OPEN TO THE PUBLIC

Note: This is a courtesy extended to persons wishing to address the Commission concerning issues that are not on the agenda. This discussion will be limited to 15 minutes.

VI. PUBLIC HEARINGS

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. Review/Discussion/Recommendation: Welcome New Commissioners.

PRC introduced themselves to the newly-appointed Commission members Tim Cole and Laura Greenlee-Karp. Cole and Greenlee-Karp shared their background. During introductions, Troendle indicated she needs three Task Force volunteers.

B. Review/Discussion/Recommendation: Snowman History Sign

PRC agreed to fund a custom sign to be placed near the snowman to display its historical information for visitors. They requested to include the Park Fund logo with wording that it was sponsored by the Park Fund on the sign. PRC asked staff to reach out to the children of Lloyd Koesling (creator of the snowman) for any suggestions/approval. Commissioner Thorsen mentioned she has several pictures of the snowman with the Stanley Cup, Commissioner Thorsen stated that Communications Coordinator can contact her if she would like to use some of her photos. Further discussion will include the placement of the sign. Staff will get DNR approval if the proposed sign location is on the DNR's right-a-way. PRC requested to approve sign before it is finalized.

On motion by Zahradka, seconded by Thorsen, with all present voting aye, motion carried to recommend to City Council to allocate up to \$1,632.00 for the Snowman History Sign from the Park Fund.

C. Review/Discussion/Recommendation: Reader Board Sign Policy.

PRC recommended the Casey Lake Park message board only be used only for city events and city-sponsored events. The old Casey Lake Park sign will be removed

by Public Works. When the facility policy is reviewed, the Commission is planning to further discuss allowing people who rent the facility to use the message board for their event for a fee. Templates would be created for the wording.

D. Review/Discussion/Recommendation: Polar Park.

Staff received quotes for a park bench, swing set, engineered wood chips and concrete border and slab for Polar Park. The bench supplier the City used in the past went out of business. Staff will continue to try to locate a company that can make a similar bench, as PRC did not like the bench design from MN/WI Playground.

On motion by Zahradka, seconded by Haas, with all present voting aye, motion carried to recommend to City Council to allocate up to \$14,000 for the Polar Park updates from the Park Fund.

E. Review/Discussion/Recommendation: Movie On Main.

Movie on Main is scheduled for September 14, 2018. Movie screen and sound will be provided by Twilight. Movie will be Coco. Gallagher sponsored \$500; still need \$1,500 in donations. Tabled for next agenda.

F. Review/Discussion/Recommendation: Park-Clean-Up.

Park Clean Up is April 21, 2018, meeting at North High School. Southwood Nature Preserve Clean Up is also April 21st. Troendle will have approximately 15 volunteers from ROTC. Greenlee-Karp will coordinate with Troendle an additional 10-15 volunteers.

G. Review/Discussion/Recommendation: Egg Hunt Planning.

Egg Hunt is March 31, 2018, at Casey Lake Park.

H. Review/Discussion/Recommendation: Tennis Courts.

Schifsky may potentially partner with PRC for resurfacing the tennis courts at Silver Lake and striping for pickle ball and tennis. Tabled for next agenda.

I. Review/Discussion/Recommendation: Casey Lake Wall Display Strip.

PRC agreed to the purchase of two Justick Electro-Adhesion Wall Strip Displays and batteries to be placed at the Casey Lake Park facility, and to purchase hooks for hanging items.

On motion by Cole, seconded by Thorsen, with all present voting aye, motion carried to recommend to City Council to allocate \$400 for the two wall strips and hooks from the Park Fund.

J. Review/Discussion/Recommendation: Farmers Market Feedback.

PRC feels it would be premature to put a farmer's market in North St. Paul until downtown is fully developed. It should be built into the downtown plan. Other suggestions: Do not compete with Friday night car show (too hectic); do not have it same day as neighboring cities; need a novelty factor—something unique from other markets. Tabled for now.

K. Review/Discussion/Recommendation: Tennis Program.

Alex Krol teaches tennis lessons to beginners and advanced players and was interested in renting tennis courts at McKnight fields. Stachowski was concerned that it would be too dangerous because of the close proximity of the busy baseball fields. It was suggested Krol work with the school district. Greenlee-Karp is the Youth Programs Coordinator for Community Education in North St. Paul so she will coordinate with him in her school district capacity.

VIII. REPORTS FROM STAFF

A. Review/Discussion: Budget Update – February.

Gustafson summarized revenue/expenditures for February 2018.

IX. REPORTS FROM COMMISSIONER AND PARK LIASIONS

A. Review/Discussion.

Zahradka is planning to talk with Furlong regarding the location and amount of space for downtown park.

Thorsen received a request from a resident to put a dirt bike path around the Postal Credit Union. PRC did not think it would be a good fit for the pond. Stachowski sighted concerns regarding runoff into the pond and potential concerns from the watershed district.

Stachowski received a request from a resident regarding the bridge by Casey Lake Park. Stachowski stated the bridge needs to be fixed due. The PRC reiterated that the money should not come out of the Park Fund, but that it should come from Maintenance General Fund.

Troendle requested to extend culverts into the pond at Southwood Nature Preserve. The iron bridge also needs bars or something to enclose the bottom half for safety purposes. Stachowski will look into the matter.

X. ADJOURNMENT

On motion by Commissioner Zahradka, seconded by Commissioner Cole, with all present voting aye, motion carried to adjourn the meeting at 8:15 pm.

Next meeting: April 25, 2018, at City Hall, Castle Room.