

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

**May 23, 2018
6:30 PM**

North St. Paul Colby Hills Park
2087 Belmont Lane E

I. CALL TO ORDER

Chair Lloyd Grachek called the meeting to order at 6:44 p.m.

II. ROLL CALL

Present: Lloyd Grachek, Chair
 Larry Amsden, Vice Chair
 Heather Haas
 Ingrid Koller
 Nancy Thorsen
 Sarah Zahradka
 Tim Cole
 Laura Greenlee-Karp

Council Liaison: Terry Furlong

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

Ex-Officio: Jim Naughton, NSPAA

III. ADOPT AGENDA

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

IV. APPROVAL OF MINUTES

Approve the April 25, 2018 regular meeting minutes.

On motion by Commissioner Koller, seconded by Commissioner Zahradka with all present voting aye, motion carried to approve the April 25, 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: Colby Hills Community Meeting.

A Community Meeting was held prior to the regular PRC meeting to receive neighborhood feedback regarding proposed updates to Colby Hills. Gustafson made suggestions for the open space area to be used for a Student Built. One of the residents informed the PRC that the land was gifted to the City for Park Use Only so that would not be an option. Also the suggestion to use the land for a community garden was declined. The Community felt that most neighbors had their own garden. The Community would like to keep the space open. PRC agreed they would like to keep the space open. Gustafson will talk with the Public Works Forester about cleaning up the area surrounding the open space, but there was concern that the house near the open space would lose its privacy. Furlong gave history of Colby Hills.

Swings will not be replaced. As an ADA requirement, engineered wood chips will need to replace the sand. In addition to the playground, the Community would like to see some sort of balancing exercise equipment added. PRC liked the Stringers Ridge Playground model, in blue (North St. Paul's color). Gustafson will get additional bids for playground and balancing exercise equipment. The fence will need repair or replacement. Gustafson will get estimate for fence with the possibility of funding coming out of the Maintenance Fund. Cole suggested to level off the elevation. PRC would like a bench placed at the playground area. Gustafson will check with Public Works if that would be feasible.

Tabled for next agenda.

B. Review/Discussion/Recommendation: National Night Out.

National Night Out is August 7, 2018 from 6:00-8:00 p.m. Zahradka and Haas will facilitate the event at Casey Lake Park with a potluck theme. Greenlee-Karp will facilitate the event with a potluck theme as well. Hause Park building is under renovation so the meeting will take place outside at Hause. It will be advertised on the Casey Lake Message Board.

C. Review/Discussion/Recommendation: Halloween Event.

Trick or Treat Trail is October 20, 2018 from 2:00-4:00 p.m. at Casey Lake Park. Zahradka stated anyone who wants a table needs to contact her soon.

D. Review/Discussion/Recommendation: Tennis Courts.

Furlong stated the Silver Lake/Lake Boulevard Street and sidewalk project was approved by City Council. The tennis court will be tied into the project.

E. Review/Discussion/Recommendation: Park Table Donation.

Berwald would like to donate a park table. It would be similar to the ones at Casey Lake Park. Berwald's preference is to have it placed at Hause Park. Greenlee-Karp suggested to put it near where the Snowman's message board will be placed. PRC agreed. Gustafson will contact Gene Berwald. If he does not like that idea, PRC agreed it will be placed at Hause.

VIII. REPORTS FROM STAFF

A. Review/Discussion: Budget Update – April.

Gustafson summarized revenue/expenditures for April 2018. Gustafson will get shirts to Cole and Greenlee-Karp.

B. Review/Discussion: Park Clean Up Debrief.

Stachowski stated Park Clean Up went well. There were over 70 high school track volunteers and 5 resident volunteers. Greenlee-Karp stated she had 30 volunteers scheduled to help with the Southwood Nature Preserve Clean Up, however, it was canceled twice and never did happen. She expressed the importance of following through with an event and by not doing so, creates damaging relationships.

C. Review/Discussion: Movie on Main.

The Business Association donated \$500 towards Movie on Main. Gustafson will send Zahradka their logo.

Gustafson announced Stachowski's new position as Park Coordinator.

Gustafson asked PRC to review the names of the 2016 Parks Commission members whose names will appear on a dedication sign to the Casey Lake Building.

IX. REPORTS FROM COMMISSIONER AND PARK LIASIONS

A. Review/Discussion: SPLASH

In addition to the \$1,500 that World Around Us Child Care donated to the SPLASH event, it also has offered to help with promotional items. Koller stated she needs more vendors. Zahradka will check into a possible pottery vendor. Silent auction donations are also needed. Grachek has volunteers and will coordinate with Koller.

B. Review/Discussion: Music in the Park.

Public Works will move the tables for the concerts. Chef Shawn Barbeque stand will be at the concerts. Gustafson will invite Pat Schaaf to the Brio Brass concert scheduled for June 21, 2018.

The PRC has been looking for a new bench supplier as the company it used in the past is no longer in business. Thorsen had a picture of a bench designed by Victor Stanley Inc. USA. She will email the picture to Gustafson.

Zahradka stated the same company that built Janie's Playground at Casey Lake Park is building a playground at St. Paul Cathedral. Skilled volunteers are needed. She will email PRC the information along with the link.

X. ADJOURNMENT

On motion by Commissioner Zahradka, seconded by Commissioner Haas, with all present voting aye, motion carried to adjourn the meeting at 7:53 pm.

Next meeting: June 27, 2018, at Tower Park, 2375 13th Avenue E.