



City of North St. Paul
Parks & Recreation Commission
Meeting Minutes

November 17, 2021

6:30 PM

The November 17, 2021 Parks & Rec Commission meeting was held at: City Hall, 2400 Margaret Street, North Saint Paul

An audio recording was done for the meeting.

I. Call to Order

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

II. Roll Call

Lloyd Grachek, Chair - Here

Laura Greenlee-Karp, Vice Chair - Here

Larry Amsden - Here

Heather Haas - Absent

Ingrid Koller - Here

Sue Springborn - Here

Nancy Thorsen - Absent

Sarah Zahradka - Here

Arthur Alvarez, Jr - Here.

Council Liaison: Tim Cole – Via Zoom

Staff: Lisa Ritchie - Here

III. Adopt Agenda

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

IV. Approval of Minutes

Approve the October 7, 2021 regular meeting minutes.

On motion by Commissioner Zahradka, seconded by Commissioner Greenlee-Karp with all present voting aye, motion carried to approve the minutes.

V. Meeting Open to Public –

Mario Mitchell Gonzales was in attendance by zoom and stated she did not have any business or the commission and was attending for listening purposes only

VI. Public Hearings - None

VII. Commission Business, Action Items & Recommendations

A. Mission & Vision Statement Draft

A draft of the mission and vision statement was created by Laura Greenlee carb. The document was reviewed and updated by the commission. The marked-up copy will be included in the December 15th meeting packet along with the revised document. The commission agreed the Mission & Vision Statement should be included in the Park Improvement Plan.

B. Rotary Park Signage

Lisa stated the local vendor gopher signs is back to full staff and accepting custom sign designs. Lloyd questioned if the Rotary Park proposed sign met the design requirements of the city. Lisa stated that needs to be discussed in the next Park and Recreation commission meeting.

Laura suggested inquiring with Graffic Traffic another local vendor. Lisa will be contacting Graffic Traffic to inquire.

C. Park Improvement Plan update

Lisa informed the commission she had received a draft of the Park improvement plan from WSB. She indicated there are changes in the priorities and proposed budget from what had been agreed upon by the commission and forwarded to North Saint Paul Finance for the 2022 Capital Improvement Plan. Lisa did request and received an explanation for the deviation from Candance Amberg of WSB who is working on the project. Her explanation:

- Not understanding available budget, I moved some items from their 1-5 year period out to the 5-10 year since I added potential planning projects. If there is funding available, some of the other projects can be moved up.
- The downtown lot / park, McKnight and Casey I moved further out to allow time to explore layout plans and updated estimates through a planning process first. At first glance I think some refinements would improve the experiences at existing parks and you need a plan to determine what the downtown lot should or shouldn't include. A clear plan will guide the improvements appropriately.
- Projects should avoid the piecemeal approach with little improvements scattered around. Take Northwood as an example. Rather than a gaga pit one year, a shelter a different year, a warming house a different year, and the court a different year, focus on one larger park improvement project that does it all at once. This approach is much more impactful and avoids multiple years of construction efforts at

one site. It can also cost less to do one larger project since you are reducing redundant costs such as earthwork, mobilization, erosion control and restoration and larger quantities are typically less than smaller quantities for paving and such.

- Priorities from the Commission were more focused on smaller items and avoided the larger existing needs, as well as those that are upcoming. The plan states that Community Parks are a high priority in terms of upkeep and improvements but I didn't see budget numbers that reflect those needs. It was my hope the information would show potential costs that may be necessary.

Tim Cole stated he would like to hold a workshop to review the document as there are changes that need to be made. Possibly having a few people get together to review and take that info back to the commission. Laura Greenlee-Karp questioned having a committee review so then could then bring it back to the Park & Rec commission for recommendation to the Planning Commission (it had been confirmed by Terry Furlong that the Planning Commission does need to review/make a recommendation for it to go to Council. Tim stated that no one has read the draft and he is aware of changes that need to be made. It was 7:30 PM and the document is over 60 pages. He added that if the commission would like to divide into a small group to review at a later date or if the commission wants to tackle it tonight, they can. It is up to the commission as to how they want to handle it, he is just looking for conservation of time. Ingrid asked for confirmation that the Mission & Vision Statement will be part of the Park Improvement Plan. Laura confirmed it will and that they were just informed it won't happen before the end of the year. Lisa stated being as there were deviations from what the Park & Rec commission original proposed, she knew there would be questions/changes to the draft by the commission. She stated she thinks the Planning Commission will be onboard to approach the park improvements from a high level rather than the proposed adding a piece here and there. Sara asked if the Park & Rec commission will have authority over WSB for final decision? Lisa stated she is proposing for the Park & Rec Commission to review the document, mark it up for the changes they want. That will be sent to the Planning Commission for review, they will add their comments (in addition to proposed changes from NSP Communications Specialist, Kari Erpenbach and WSB will combine all proposed comments into a final draft for Council's review. Lisa stated she doesn't know who has authority over what. What she can say, is that it may be a disappointment to learn there was deviation from what the Park & Rec Commission wants, there is valid reasoning for doing so. They are licensed professionals advising and giving reason for their advice. Candance is a licensed landscape designer and specializes in Park Improvement Plans for many cities across the nation. Laura Greenlee-Karp stated she is wondering why the Park & Recreation commission even exists. Ingrid stated, Let's not get too far in the weeds...our next plan of action is to form a sub committee to review. Lisa stated that is what Tim Cole is recommending but it is up to the commission if they want to review it tonight and keep the ball rolling or if you want to form a committee to work on it later. Sara stated it is too much to go through. Laura and Ingrid agreed. Sara stated she likes hard dates, and requested for a meeting to be set up in December.

VIII. Reports from Staff



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IX. Reports from Commissioners & Park Liaisons

X. Adjournment

Sarah made a motion to adjourn, seconded by Commissioner Alvarez.

Lloyd apologized and asked Nancy if she wanted to say something about the budget? Nancy said, "No, I would like clarification on that Market Value adjustment...exactly what that is." Laura said, "Yeah, is it interest?" Nancy said it could be. Laura noted it is in both which makes her thing it is like a small interest." Lisa reaffirmed she would ask Dan to attend a meeting to explain the financials.

Lloyd summed up the adjournment, motion by Sarah, seconded by Artie with all present voting aye, motion carried to adjourn.

Meeting adjourned at 7:57PM