



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

January 25, 2023

6:30 PM

The January 25, 2023 Parks & Rec Commission meeting was held in the Sandberg Room of North St. Paul City Hall, 2400 Margaret Street, North St. Paul MN 55109

I. Call to Order

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

II. Roll Call

Lloyd Grachek, Chair - present

Laura Greenlee-Karp, Vice Chair - absent

Ingrid Koller - present

Sue Springborn - present

Sarah Zahradka - present

Arthur Alvarez, Jr. - present

Council Liaison: Tim Cole/Cassidy Schweer – present

Council Liaison: Cassidy Schweer-present

Staff: Jill Officer – present

Staff: Brandy Howe

III. Adopt Agenda

- A. On motion to adopt the agenda by Commissioner Zahradka, seconded by Commissioner Koller, with all present voting aye (5-0), motion carried to adopt the agenda.

IV. Approval of Minutes

- A. On motion to approve the November 2022 meeting minutes by Commissioner Koller, seconded by Commissioner Zahradka, with all present voting aye (5-0), motion carried to approve the minutes.

V. Meeting Open to Public

- A. Commissioner Resignations and Recognition
Chair Grachek presented the outgoing Commissioner members with an award and thanked them for all of their work with this Commission. Each outgoing Commission member thanked everyone and was appreciative of the gift. Council Liaison Cole noted this will be his last meeting and commented on the work that has been done.

VI. Public Hearings

- A. No public hearing scheduled

VII. Commission Business, Action Items & Recommendations

A. Hause Park Review – Tennis/Pickleball or Only Pickleball – and Court Count

Candace Amberg from WSB presented the Hause Park review regarding pickleball and tennis courts and walked through the details of each proposal. She displayed pictures for the Commission and noted the importance of getting this out for bid as soon as possible. Commissioner Zahradka recommended only pickleball courts. Candace suggested putting in sockets for possible future tennis court use. She also provided graphics of size difference between 2 and 4 pickleball courts and layout options. Commissioner Koller raised a concern regarding fencing between pickleball courts and the noise factor. Candace suggested four pickleball courts side by side and a noise blocker that attaches to the fence.

On motion to move forward with the 4 pickleball courts with up to \$250,000.00 by Commissioner Zahradka, seconded by Commissioner Springborn, with all present voting aye, (5-0), motion carried.

Ms. Officer noted this will go to City Council and then out to bid and hopefully will start this summer.

B. Commissioner Resignations and Recognition

This item was considered during Meeting Open to Public.

C. 2023 Parks and Recreation Overview

Community Development Director Brandy Howe provided a brief overview on the defined roles of the board and its members. She reviewed the mission statement, chapter 32 of the city code, purpose of the Park and Recreation Commission, official commissioner duties, unofficial commissioner duties, and liaison duties.

Chair Grachek inquired about time to begin looking at 2024. Ms. Howe suggested a schedule of work plans at the next meeting. Council Liaison Cole suggested finding out what wants to be done for 2024 and get those put on a workshop so the City Council is aware and suggested being more collaborative with City Council. Council Liaison Cole mentioned budget talks start in June and suggested looking at projects for 2024 then.

D. Discussion of Commissioner Seats from 9 to 7

Ms. Officer noted all of the other commissions have 7 and recommended that all commissions align the same.

On motion to move the Parks and Recreation Commission from 9 members to 7 by Chair Grachek, seconded by Commissioner Alvarez, with all present voting aye, (5-0), motion carried.

E. Chair and Co-Chair Elections

Parks and Recreation Commission decided to table the Chair and Co-Chair elections until next meeting.

VIII. Old Business

There was no old business to discuss.

IX. Reports from Staff

- A. 2023 Calendar of Events – New Leads for Star Watch, Music in the Park
Commissioner Koller volunteered to take over Music in the Park and stated it will occur June 15th and July 20th from 7:00-8:30 p.m. and August 17th from 6:00-7:30 p.m. Commissioner Zahradka suggested discussing a possible spring event and other event topics. It was also suggested to be in communication with the Arts and Culture Commission for help with future events.

Ms. Officer mentioned the Car Show sponsorship, Fall Frolic, and moving the food truck further into the spring. These items were also tabled until the next meeting.

- B. Community Garden Information – Sub Committee
Commissioner Koller suggested tabling this item because Vice-Chair Greenlee-Karp was not in attendance and unable to provide more information. Ms. Officer recommended a subcommittee for this. Commissioner Koller stated there is a subcommittee that includes Vice-Chair Greenlee-Karp, Commissioner Springborn, and herself. Commissioner Springborn suggested possible properties for the community gardens. Commissioner Koller also suggested this be a shared responsibility with other Commissions. Commissioner Springborn suggested adding two citizen volunteers to run the garden. Ms. Officer noted emails could be sent back and forth within a subcommittee but not if there are citizens on the committee.

X. Reports from Commissioners & Park Liaisons

Chair Grachek again thanked all of the outgoing Commission members.

Council Liaison Cole provided a city council update and thanked everyone for the privilege to work with them. Council Member Schweer stated her familiarity with possible Parks and Recreation conferences to provide further education to the Commission members.

XI. Adjournment

On motion by Commissioner Koller, seconded by Commissioner Springborn, with all present voting aye (5-0), motion carried to adjourn.

Meeting adjourned at 7:37 PM

Next Park and Recreation Meeting is scheduled for February 22, 2023 at 6:30 pm at City Hall in the Sandberg Room; 2400 Margaret St, North St Paul, MN 55109