



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

August 23, 2023

6:30 PM

The August 23, 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 Lloyd Grachek called the meeting to order at 6:30pm

II. Roll Call

Lloyd Grachek, Chair - present

Laura Greenlee-Karp, Vice Chair - present

Ingrid Koller - present

Sue Springborn - present

Sarah Zahradka - present

Arthur Alvarez, Jr – present

Joe Frahm - absent

Council Liaison: Cassidy Schweer-present

Staff: Jill Officer – present

III. Adopt Agenda

On motion to adopt the agenda by Vice Chair Greenlee-Karp, seconded by Commissioner Zahradka, with all present voting aye (6-0), motion carried to adopt the agenda.

IV. Approval of Minutes

On motion to approve the June 28, 2023 meeting minutes by Commissioner Zahradka, seconded by Commissioner Koller, with all present voting aye (6-0), motion carried to approve the minutes.

V. Meeting Open to Public

A. Southwood Preserve – Budget Request and Presentation

Darrell, a member of the Southwood Preserve Task Force provided a review of recent projects completed at Southwood Preserve. He is requesting a proposed 2024 budget of \$7,000 for professional buckthorn removal and other various expenses.

Chair Grachek inquired about knotweed. Darrell noted a resident used their own product to determine it was a quality product and would remove the knotweed. He also noted the budget would cover professional prairie maintenance, miscellaneous supplies and the continual spreading of wood chips.

City Staff Jill Officer stated the Parks and Recreation budget is currently being worked on but this particular request would go through city staff, would not need Parks and Recreation Commission approval and would come out of the Park Maintenance fund instead.

VI. Public Hearings

A. No public hearing scheduled.

VII. Commission Business, Action Items & Recommendations

A. Southwood Budget Approval

There is no budget approval required for this item.

B. Hause Park Design Adjustment

Community Development Director Brandy Howe presented this item and stated the City received a grant from the DNR in the amount of \$194,392. She discussed the requirements of the grant that include a connecting sidewalk from the pickleball court to the baseball field. Different options to fulfill the grant requirements were to create a sidewalk or take out the benches and backstop at the baseball field to create a multi-use field.

The Parks and Recreation Commission discussed possible uses for the unused green space and the cost of the sidewalk.

On motion by Chair Grachek, and seconded by Vice Chair Greenlee-Karp, with all present voting aye (6-0), motion carried to recommend modifying Hause park design to remove the baseball field and change to green space in order to remain compliant with the grant requirements.

VIII. Old Business

Commissioner Zahradka noted there was no formal meeting last month and mentioned discussing the tennis courts at the next meeting.

Chair Grachek noted Star Watch is September 20th and is still looking for volunteers.

IX. Reports from Staff

A. Public Works Update – Ron Ritchie

Public Works Director Ron Ritchie provided an overview of the Public Works Department's projects. He reviewed path work, security, vandalism, irrigation work and the renovation of the Silver Lake restrooms.

There was discussion among the Commission regarding vandalism at some of the park restrooms and suggestions to eliminate it. Mr. Ritchie stated graffiti removal has been ordered.

Vice Chair Greenlee-Karp inquired about the extra maintenance Public Works puts into the park rentals. Chair Grachek questioned if the Commission receives the security deposit in event of a violation. There were suggestions to use park money to purchase



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

security cameras. Chair Grachek thanked Mr. Ritchie for the work done by Public Works.

Vice Chair Greenlee-Karp suggested a review of the rental policy.

B. Parade Information – September 14, 2023

Ms. Officer stated the lineup will start at 5:00 p.m. and commissioners will walk together. Commissioner Zahradka inquired about a sign on the side of the truck and if kids are allowed to participate in the parade. Ms. Officer stated she will look into it.

X. **Reports from Commissioners & Park Liaisons**

The Autumn Arts Festival will be on September 16th from 11:00 a.m. – 6:00 p.m. and have over 20 creators, five food trucks, a bounce house, art activities, bingo and the art cart. Volunteers are still needed and can go online to sign up.

XI. **Adjournment**

On motion by Commissioner Zahradka, seconded by Commissioner Koller, with all present voting aye (6-0), motion carried to adjourn.

Meeting adjourned at 7:18 PM

Next Park and Recreation Meeting is scheduled for September 27, 2023 at City Hall in the Sandberg Room; 2400 Margaret St, North St Paul, MN 55109