



**Park and Recreation Commission
Regular Meeting Minutes
June 26, 2024
6:30 PM**

North St. Paul City Hall – Council Chambers
2400 Margaret Street

I. CALL TO ORDER

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

II. ROLL CALL

COMMISSION

Lloyd Grachek, Chair
Laura Greenlee-Karp, Vice-Chair
David Andren, Commissioner
Ben Hansen, Commissioner, excused
Ingrid Koller, Commissioner
Sue Springborn, Commissioner
Sarah Zahradka, Commissioner

STAFF/LIAISONS

Cassidy Schweer, City Council Liaison, excused
Sara Lang, Staff Liaison

III. ADOPT AGENDA

Chair Grachek called for a motion to adopt the June 26, 2024 meeting agenda.
M/Andren, S/Springborn
Motion carried 5-0.

IV. APPROVAL OF MINUTES

A. Approval of Minutes from May, 22, 2024 PRC Meeting

Chair Grachek called for a motion to approve the May 22, 2024 meeting minutes.
M/Andren, S/Koller
Motion carried 5-0.

B. Approval of Minutes from June 17, 2024 PRC Special Meeting

Chair Grachek called for a motion to approve the June 17, 2024 special meeting minutes.
M/Springborn, S/Andren
Motion carried 5-0.

V. MEETING OPEN TO PUBLIC

VI. COMMISSION BUSINESS, ACTION ITEMS 7 RECOMMENDATIONS

A. Bench at Southwood

Staff Liaison Lang mentioned that she spoke with the Finance Director about the purchase of a bench and memorial plaque for Southwood for Cathy Troendle. The bench is available for installation now and the PRC would be responsible for the purchase of the plaque. The cost of the plaque is \$310. It was asked of the Commission to discuss the purchase and vote on the matter. It was also noted that the Commission will need to come up with verbiage for the plaque.

Commissioner Andren asked for the Southwood Task Force approval which Staff Liaison Lang will work on getting as well as work with the Task Force for wording on the plaque. Vice-Chair Greenlee-Karp asked for clarification on plaque requirements and noted that the City would like to stay consistent with the new benches and plaques for memorials.

Chair Grachek asked for a motion to approve a purchase of a memorial plaque for Cathy Troendle.
M/Andren, S/Greenlee-Karp
Motion carried 5-0.

B. Park Assignments

Staff Liaison Lang brought up a discussion on park assignments for each Commissioner and presented the idea of each Commissioner going to their parks on an at least monthly basis, to report back anything if necessary. The Commission discussed the assignments and opted for the following:

Chair Grachek: Southwood and McKnight
Vice-Chair Greenlee-Karp: Hause and Polar
Commissioner Andren: Southwood and McKnight
Commissioner Springborn: Northwood and Tower
Commissioner Zahradka: Colby Hills and Urban Ecology Center
Commissioner Hansen: Casey Lake
Commissioner Koller: Silver Lake

Rotary Park and Veterans Park are well represented by the community therefore no representatives of the Commission are needed.

VII. REPORTS FROM STAFF

A. Public Works Updates

Staff Liaison Lang presented the updates from the Public Works department from the last month. This included the trash enclosure being installed at Casey Lake Park, Hause Park renovations are close to completion, Final Snowy placed at Dorothy Park, a small storm water catch basin at Casey Lake Park to help with the water issues on the trail in that location and the installation of rubber mats under the swings at various parks and they seem to be working.

B. Other Updates

Staff Liaison Lang mentioned that she is looking at the current fees for the memorial items available for purchase, including reaching out to other cities for comparisons and Public Works for installation costs. The goal is to bring back the findings for PRC discussion at one of the upcoming meetings.



VIII. REPORTS FROM COMMISSIONERS & PARK LIAISONS

Commissioner Zahradka noted her attendance of music in the park last week which featured a country band and requesting more posting or advertising of the events. Commissioner Andren suggested yard signs for the events which Staff Liaison Lang will research for cost.

Vice-Chair Greenlee-Karp noted that the Autumn Arts Festival is still moving forward in planning and that she will work on volunteers and help recruit vendor sellers.

Chair Grachek asked when planning for park improvements for next year should begin in which Vice-Chair Greenlee-Karp suggested after the Park and Open Space Master Plan is approved by City Council. Chair Grachek also asked if there will be a House Park Ceremony when the construction is complete. Staff Liaison Lang said she will follow-up and get back to the Commission.

Commissioner Springborn noted her attendance of music in the park and that it rain but felt it was well attended anyway.

Commissioner Andren had no updates.

Commissioner Koller mentioned that Silver Lake continues to be used a lot and that the park looks good.

IX. ADJOURNMENT

Chair Grachek asked for a motion to adjourn the meeting at 6:58 PM.

M/Andren, S/Greenlee-Karp

Motion carried 5-0.

The next regularly scheduled Park and Recreation Commission Meeting is Wednesday, July 24th, 2024 at 6:30 PM.