



City of North St. Paul
Parks & Recreation Commission
Regular Meeting Agenda

September 24, 2025
6:30 PM

The Park and Recreation Commission Meeting will be conducted on **September 24, 2025** at 6:30 p.m. in the City Council Chambers of City Hall, located at 2400 Margaret St., North St. Paul.

You can watch the meeting on our YouTube channel here: tinyurl.com/NSPYouTube

I. Call to Order

II. Roll Call

Laura Greenlee-Karp, Chair
Sarah Zahradka, Vice Chair
Lloyd Grachek
David Andren
Ben Hansen
Ingrid Koller
Rachel Lucas
Cassidy Schweer, Council Liaison

STAFF

Sara Lang-Noyola

III. Adopt Agenda

IV. Approval of Minutes

A. Approval of meeting minutes from August 27th, 2025

V. Meeting Open to Public

This Open Forum is an opportunity for persons to address the Parks and Recreation Commission on items not on the agenda. A completed public comment form should be presented to the staff liaison prior to the meeting. Comments will be limited to 3 minutes per person. While the Commission may ask clarifying questions of the speaker, no formal action by the Commission or discussion will be held on these items.

VI. Commission Business, Action Items & Recommendations

- A. Park Rental Policy and Fees
- B. Grant Opportunities

VII. Reports from Staff

VIII. Reports from Commissioners & Park Liaisons

IX. Adjournment

The next regularly scheduled Parks & Recreation Commission meeting is October 22, 2025.



To	Date
Parks & Recreation Commissioners	September 24, 2025

Agenda Placement # IV.A

Approval of Minutes

Subject

Approval of meeting minutes from August 27th, 2025

Background/Facts

Recommended Action

Attachments

1. PRC Minutes 8.27.25

Respectfully submitted,
Sara Lang-Noyola, Community Development Administrative Assistant



**Park and Recreation Commission
Regular Meeting Minutes
August 27, 2025
6:30 PM**

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

I. CALL TO ORDER

Chair Greenlee-Karp called the meeting to order at 6:30 PM.

II. ROLL CALL

COMMISSION

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

STAFF/LIAISONS

Cassidy Schweer, City Council Liaison
Sara Lang-Noyola, Staff Liaison
Ron Ritchie, Public Works Director

III. ADOPT AGENDA

Chair Greenlee-Karp called for a motion to adopt the August 27, 2025 meeting agenda.
M/Zahradka, S/Koller
Motion carried 5-0.

IV. APPROVAL OF MINUTES

- A. Approval of Minutes from July 23, 2025 PRC Meeting

Chair Greenlee-Karp called for a motion to approve the July 23, 2025 meeting minutes.
M/Lucas, S/Zahradka
Motion carried 5-0.

V. MEETING OPEN TO PUBLIC

No members of the public were in attendance.

VI. COMMISSION BUSINESS, ACTION ITEMS & RECOMMENDATIONS

- A. Southwood Nature Preserve Maintenance Plan

The City Horticulturalist has developed a plan for maintenance at the Southwood Nature Preserve for the coming years. Ron Ritchie, Public Works Director, presented the plan to the Commission. The maintenance plan includes invasive species removal, dead tree removal, prescribed burns and future improvements along with an estimated budget and a proposed implementation timeline. The process of creating the maintenance plan included researching previous maps and information provided by the Southwood Nature Preserve Task Force and several walks of the area. It has been identified that the buckthorn needs to be addressed first due to the overgrowth.

Commissioner Andren called Staff Liaison Lang-Noyola prior to the meeting to ask questions of the maintenance plan, including if Public Works has an estimate from Prairie Restorations, how quickly will the dead and dangerous trees be removed from Southwood and if a notification can be sent to nearby residents when a prescribed burn occurs? Public Works Director Ron Ritchie addressed those questions by stating that he and the City Horticulturalist will meet with Prairie Restoration and MN Native Landscapes to go over costs and timelines. It was also noted that the trees will be removed this fall/winter, and notifications can certainly be mailed to residents in the area prior to any prescribed burns.

Council Member Schweer asked if this plan needs to be brought to City Council for the maintenance expenditures however since the funding is currently a line item in the CIP, it should not need to go to Council.

B. McKnight Athletic Complex Survey Information

Staff Liaison Lang-Noyola presented the proposed contract to hire E.G. Rud & Sons, Inc. to develop a certificate of survey for the McKnight Athletic Complex. The estimated total cost of the survey is \$27,700.00. This survey would include topological information as well as establishing boundaries and highlighting utilities. The Commission has been asked by staff to develop a formal recommendation for City Council action.

Commissioner Andren called Staff Liaison Lang-Noyola prior to the meeting to state his recommendation that the contract go to the City Council.

Chair Greenlee-Karp called for a motion to recommend the McKnight Athletic Complex Survey contract from E.G. Rud & Sons, Inc. to the City Council.

M/Zahradka, S/Lucas
Motion carried 5-0.

VII. REPORTS FROM STAFF

A. E-Bike and Motorized Foot Scooter Ordinance Language

Staff Liaison Lang-Noyola presented language from a proposed ordinance in regard to E-Bikes and Motorized Foot Scooters. The section of the proposed ordinance that the Commission is asked to review is regulating the use of these devices in parks and on other City property. Lang-Noyola asked for recommendations from the Commission to bring back to City staff.

Vice-Chair Zahradka asked if there will be additional language about bikes and e-bikes on sidewalks in the full ordinance. Staff Liaison Lang-Noyola mentioned that the full ordinance will include language about riding on sidewalks and focuses on the downtown area.



The Commission had no further questions or suggestions and believes the language provided in comprehensive.

B. Other

Staff Liaison Lang-Noyola noted that the Park Passport Program is now running and is available online, there have so far been 3 participants. Vice-Chair Zahradka asked if a QR code to the program can be provided on a bookmark at the Fall Roundup Parade. Staff Liaison Lang-Noyola stated she would ask the City's Communications Coordinator if that can be possible.

Staff Liaison Lang-Noyola read a message from City Manager Brian Frandle.

"We just finished up our last student-built house at 2007 6th St. with our open house scheduled for Thursday, September 4th from 4pm to 6:30pm. This program has been great for our community; it improves housing stock and adds value to the surrounding neighborhood. The City has done about 15 student-built projects with District 916. As we moved into the planning stage for the next student-built home for the upcoming 2025/2026 school year, we still had not secured property for the project. The only buildable property the City owned was the property located at 2357 7th Ave. In speaking individually with the City Council, most of the members wanted to move ahead with this property for a student-built home. I understood it had been brought up a time or two at the Parks Commission that this was a possibility, but I wanted to shed some light on how we came to this decision.

I know one of the renderings for this lot that HGA had put together had a plan showing a community garden. Though the garden could do well there, I think that the student-built house could spark the neighboring homeowners into doing the home improvements they may be thinking of as well.

Thank you for the work you do for our Parks and our City!"

Staff Liaison Lang-Noyola noted that if there are any questions or comments, please contact Lang-Noyola or the City Manager.

Vice-Chair Zahradka expressed frustration about giving up park land without the consent of the Parks and Recreation Commission, that it is wrong and that the homeowners will not benefit from this one-time action. The residents would benefit for a longer time from a park in the area. Chair Greenlee-Karp inquired if the rest of the proposed 3rd St park is surveyed, would that stake claim to the property. There were concerns about the land continuously being taken for future City builds. Council Member Schweer encouraged the Commissioners to talk to City Manager Brian Frandle, and she too is frustrated with the decision being made without the Parks and Recreation Commission's consent. Vice-Chair Zahradka brought up safety issues due to cars at that intersection and thinks building a home there puts the buyers in potential danger. Commissioner Lucas likes the student-build program but is not pleased with the location and being blindsided by the decision.

Public Works Director Ron Ritchie also reported that the 2025 park projects are moving along with the Polar Park playground being ordered with a 10-12 week delivery timeline, the pieces for Gaga ball pit at Northwood Park have been ordered and will be built shortly, the windscreens for Hause Park have been ordered and will try to be installed in 2025, a picnic table was installed at the Urban Ecology Center and Casey Lake Park is an ongoing project with the ballfields being continuously being filled with dirt with new irrigation installed below. Casey Lake Park had a cottonwood tree removed due to splitting, which was near the ballfields and a replacement will be planted in the park.

VIII. REPORTS FROM COMMISSIONERS & PARK LIAISONS

Chair Greenlee-Karp noted attending the Cowern school meeting addressing the upcoming renovation and there was a lot of talk about South and Margaret St N intersection and the dangers with drivers constantly running the stop signs. Chair Greenlee-Karp, along with Council Member Schweer noted that the City Council chose to decline moving forward with the Community Center and there is a possibility of reallocating the funding to a different project but would still need to go through an approval process with the State. Chair Greenlee-Karp expressed support for the idea to use some or all of the reallocated funds for the McKnight Athletic Complex.

Vice-Chair Zahradka has noticed a group using Colby Hills Park shelter and dancing frequently. It was also noted that the weeds have been cut at the Urban Ecology Center, which has been an improvement. The movie in the park has been rescheduled for tomorrow August 28th at Hause Park.

Commissioner Koller mentioned that she met with Public Works Director Ron Ritchie and the City Horticulturalist about the Silver Lake invasives and the plan is to trim back invasives and some Willows will grow to be bigger trees. Commissioner Koller also mentioned a concern about the crossing of the Gateway Trail on South Ave near the Urban Ecology Center and after speaking with Public Works Director Ron Ritchie, learned involves the DNR, and Ramsey County. There are stop signs for the trail, something printed on the road and the County added a reflective pole on each side for headlights to reflect. However, there is still a blind spot for the trail users when looking for oncoming vehicles. Flashing signs or state law signs are a couple of ideas for installation by the DNR or the County.

Commissioner Lucas went to Yoga in the Park last week and it was a great turnout, and it was a lovely time. Commissioner Lucas also completed the passport program and was excited to see many people at all of the parks and is loving to see the work at Casey Lake Park.

Commissioner Hansen has noticed the progression at Casey with both the ball fields and the road construction.

IX. ADJOURNMENT

Chair Greenlee-Karp asked for a motion to adjourn the meeting at 7:30 PM.

M/Lucas, S/Koller
Motion carried 5-0.

The next regularly scheduled Park and Recreation Commission Meeting will be on September 24, 2025.



To	Date
Parks & Recreation Commissioners	September 24, 2025

Agenda Placement # VI.A

Commission Business, Action Items & Recommendations

Subject

Park Rental Policy and Fees

Background/Facts

In 2025, there have been several park rental issues at both Casey Lake Park and Hause Park where we have withheld a portion of or the full deposit. Staff Liaison Lang-Noyola has compiled research on other cities and with the help of other City staff, developed recommendations for 2026 rental fees. Staff recommends that there are no changes to the fees for open air shelters, an increase of \$25 to rental fees and \$50 to deposits at Hause and an increase of \$50 to rental fees and \$50 to the deposits at Casey.

Recommended Action

Staff asks that the Parks and Recreation Commission develop recommendations for park rental fees in 2026.

Attachments

1. 2025 Fee Research
2. 2025 Park Issues
3. 2026 Staff Recommendations
4. Park Fee Comparisions
5. Park Rental Policy Nov 2024

Respectfully submitted,
Sara Lang-Noyola, Community Development Administrative Assistant

City	Park	Shelter Type	Shelter Features	Weekday Resident Fee	Weekday Resident Deposit	Weekday Non-Resident Fee	Weekday Non-Resident Deposit	Weekend Resident Fee	Weekend Resident Deposit	Weekend Non-Resident Fee	Weekend Non-Resident Deposit	Alcohol Deposit	Additional Fees	Notes
North St. Paul	Casey Lake	Building	Seating for 100, 16 tables	\$250.00	\$300.00	\$400.00	\$350.00	\$400.00	\$300.00	\$550.00	\$350.00	\$150.00		
North St. Paul	Haase	Building	Seating for 30, 6 tables	\$175.00	\$150.00	\$250.00	\$150.00	\$200.00	\$150.00	\$275.00	\$150.00	\$150.00		
North St. Paul	Silver Lake	Open Air	Picnic tables	\$50.00		\$65.00		\$50.00		\$65.00				
North St. Paul	Colby Hills	Open Air	Picnic tables	\$50.00		\$65.00		\$50.00		\$65.00				
North St. Paul	Northwood	Open Air	Picnic tables	\$50.00		\$65.00		\$50.00		\$65.00				
Oakdale	Discovery Center	Building	5 separate rooms available	\$40/hour (4 hour min.)		\$60/hour (4 hour min.)		\$75/hour (3 hour min) or \$600 (full day)		\$100/hour (3 hour min) or \$750 (full day)			Coffee \$35	
Oakdale	Willowbrooke Commons	Open Air	Picnic tables, 100 people	\$120.00		\$170.00		\$120.00		\$170.00				
Oakdale	Tanners Lake	Open Air	Picnic tables, 60 people	\$65.00		\$80.00		\$65.00		\$80.00				
Oakdale	Oakfield	Open Air	Picnic tables, 60 people	\$65.00		\$80.00		\$65.00		\$80.00				
Oakdale	Northdale	Open Air	Picnic tables, 60 people	\$65.00		\$80.00		\$65.00		\$80.00				
Oakdale	Guthrie	Open Air	Picnic tables, 60 people	\$65.00		\$80.00		\$65.00		\$80.00				
Oakdale	Eberle	Open Air	Picnic tables, 60 people	\$65.00		\$80.00		\$65.00		\$80.00				
Oakdale	Eastside	Open Air	Picnic tables, 60 people	\$65.00		\$80.00		\$65.00		\$80.00				
Oakdale	Richard Walton	Open Air	Picnic tables, 100 people, kitchen	\$250.00		\$275.00	\$300 (kitchen only)	\$250.00		\$275.00	\$300 (kitchen only)			
Oakdale	Richard Walton	Bandshell	Picnic tables, 200 people, 2 kitchens	\$450.00		\$600.00	\$300 (kitchen only)	\$450.00		\$600.00	\$300 (kitchen only)			
Maplewood	Wakefield	Building	Seating of 74; kitchen	\$150 (4 hours)	\$200.00	\$190 (4 hours)	\$200.00	\$200 (4 hours)	\$200.00	\$250 (4 hours)	\$200.00			
Maplewood	Pleasantview	Open Air	Picnic tables, 50 people	\$35.00		\$35.00		\$35.00		\$35.00				
Maplewood	Applewood	Open Air	Picnic tables, 50 people	\$55.00		\$55.00		\$55.00		\$55.00				
Maplewood	Hazelwood	Open Air	Picnic tables, 50 people	\$55.00		\$55.00		\$55.00		\$55.00				
Maplewood	Lions	Open Air	Picnic tables, 50 people	\$55.00		\$55.00		\$55.00		\$55.00				
Maplewood	Goodrich	Open Air	Picnic tables, 50 people	\$75.00		\$75.00		\$75.00		\$75.00				
Maplewood	Wakefield	Open Air	Picnic tables, 50 people	\$75.00		\$75.00		\$75.00		\$75.00				
Woodbury	Carver Lake	Open Air	Picnic tables, 112 people	\$210.00		\$325.00		\$210.00		\$325.00				
Woodbury	Edgewater	Open Air	Picnic tables, 48 people	\$145.00		\$200.00		\$145.00		\$200.00				
Woodbury	Ojibway	Open Air	Picnic tables, 32 people	\$80.00		\$130.00		\$80.00		\$130.00				
Woodbury	Powers Lake	Open Air	Picnic tables, 64 people	\$145.00		\$200.00		\$145.00		\$200.00				
Woodbury	Liberty	Open Air	Picnic tables, 40 people	\$80.00		\$130.00		\$80.00		\$130.00				
Woodbury	Stonemill Farms	Open Air	Picnic tables, 40 people	\$80.00		\$130.00		\$80.00		\$130.00				
Woodbury	Colby Lake	Building	Seating for 45	\$145.00	\$100.00	\$200.00	\$100.00	\$145.00	\$100.00	\$200.00	\$100.00			
Woodbury	Evergreen	Building	Seating for 24	\$145.00	\$100.00	\$200.00	\$100.00	\$145.00	\$100.00	\$200.00	\$100.00			
Woodbury	Kargel	Building	Seating for 24	\$145.00	\$100.00	\$200.00	\$100.00	\$145.00	\$100.00	\$200.00	\$100.00			
Woodbury	Ojibway	Building	Seating for 96, kitchen	\$400.00	\$500.00	\$500.00	\$500.00	\$525.00	\$500.00	\$675.00	\$500.00			
Woodbury	Shawnee	Building	Seating for 24	\$145.00	\$100.00	\$200.00	\$100.00	\$145.00	\$100.00	\$200.00	\$100.00			
Roseville	Rosebrook	Building	Seating for 50, kitchen	\$175 (5 hours)		\$220 (5 hours)		\$205 (5 hours)		\$250 (5 hours)			\$50 per additional hour	
Roseville	Oasis	Building	Seating for 40, kitchen	\$155 (5 hours)		\$200 (5 hours)		\$185 (5 hours)		\$230 (5 hours)			\$50 per additional hour	\$655 for resident, \$730 for non-resident; for 15 hours
Roseville	Sandcastle	Building	Seating for 40, kitchen	\$155 (5 hours)		\$200 (5 hours)		\$185 (5 hours)		\$230 (5 hours)			\$50 per additional hour	\$655 for resident, \$730 for non-resident; for 15 hours
Roseville	Villa	Building	Seating for 40, kitchen	\$155 (5 hours)		\$200 (5 hours)		\$185 (5 hours)		\$230 (5 hours)			\$50 per additional hour	\$655 for resident, \$730 for non-resident; for 15 hours
Roseville	Autumn Grove	Building	Seating for 60, kitchen	\$185 (5 hours)		\$240 (5 hours)		\$215 (5 hours)		\$275 (5 hours)			\$50 per additional hour	
Roseville	Lexington	Building	Seating for 60, kitchen	\$185 (5 hours)		\$240 (5 hours)		\$215 (5 hours)		\$275 (5 hours)			\$50 per additional hour	
Roseville	Lions	Open Air	Picnic tables, seating for 110, kitchen	\$228.00	\$50.00	\$265.00	\$50.00	\$228.00	\$50.00	\$265.00	\$50.00			
Roseville	FOR PARKS	Open Air	Picnic tables, seating for 150, kitchen	\$233.00	\$50.00	\$270.00	\$50.00	\$233.00	\$50.00	\$270.00	\$50.00			
Roseville	Foundation	Open Air	Picnic tables, seating for 150, kitchen	\$233.00	\$50.00	\$270.00	\$50.00	\$233.00	\$50.00	\$270.00	\$50.00			
Roseville	Jaycees	Open Air	Picnic tables, seating for 200, kitchen	\$238.00	\$50.00	\$277.00	\$50.00	\$238.00	\$50.00	\$277.00	\$50.00			
South St. Paul	Kapasia	Building	Seating for 100, kitchen	\$108.13/hour	\$100.00	\$129.75/hour	\$100.00	\$108.13/hour	\$100.00	\$129.75/hour	\$100.00			\$1621.95 for resident, \$1946.25 for non-resident; for 15 hours
South St. Paul	Kapasia	Open Air	Picnic tables, seating for 100	\$75.69/hour	\$100.00	\$97.31/hour	\$100.00	\$75.69/hour	\$100.00	\$97.31/hour	\$100.00			
South St. Paul	Lorraine North	Open Air	Picnic tables, seating for 100	\$75.69/hour	\$100.00	\$97.31/hour	\$100.00	\$75.69/hour	\$100.00	\$97.31/hour	\$100.00			
South St. Paul	Lorraine South	Open Air	Picnic tables, seating for 100	\$75.69/hour	\$100.00	\$97.31/hour	\$100.00	\$75.69/hour	\$100.00	\$97.31/hour	\$100.00			
Stillwater	Heritage Square	Open Air	Benches	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00			
Stillwater	Lily Lake	Open Air	Picnic tables, seating for 25	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00			
Stillwater	Lowell	Open Air	Benches, fits about 45 people	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00			
Stillwater	Pioneer	Bandshell	Picnic tables, 90 people	\$125.00	\$100.00	\$125.00	\$100.00	\$125.00	\$100.00	\$125.00	\$100.00			
Stillwater	Washington Square	Open Air	Picnic tables, seating for 40	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00			
Cottage Grove	Glacial Valley	Building	Seating for 80, kitchen	\$464.00		\$567.00		\$464.00		\$567.00				
Cottage Grove	Hamlet	Building	Seating for 40, kitchen	\$191.00		\$258.00		\$191.00		\$258.00				
Cottage Grove	Hamlet South	Building	Seating for 30, kitchen	\$191.00		\$258.00		\$191.00		\$258.00				
Cottage Grove	Highlands	Building	Seating for 40	\$191.00		\$258.00		\$191.00		\$258.00				
Cottage Grove	Kingston	Building	Seating for 50	\$191.00		\$258.00		\$191.00		\$258.00				
Cottage Grove	Oakwood	Building	Seating for 50	\$191.00		\$258.00		\$191.00		\$258.00				
Cottage Grove	Peter Thompson	Building	Seating for 40, kitchen	\$191.00		\$258.00		\$191.00		\$258.00				
Cottage Grove	Woodridge	Building	Seating for 40, kitchen	\$191.00		\$258.00		\$191.00		\$258.00				
Cottage Grove	Hamlet	Open Air	Picnic tables, seating for 60	\$77.00		\$103.00		\$77.00		\$103.00				
Cottage Grove	Highlands	Open Air	Picnic tables, seating for 16	\$77.00		\$103.00		\$77.00		\$103.00				
Cottage Grove	Lamar	Open Air	Picnic tables, seating for 40	\$77.00		\$103.00		\$77.00		\$103.00				
Cottage Grove	Woodridge	Open Air	Picnic tables, seating for 30	\$77.00		\$103.00		\$77.00		\$103.00				
Fridley	Moore Lake	Building	Seating for 72, kitchen	\$225.00	\$200.00	\$337.50	\$200.00	\$400.00	\$200.00	\$600.00	\$200.00		\$25/ hour for building monitor	
Fridley	Flanery	Building	Seating for 20	\$80.00	\$50.00	\$120.00	\$50.00	\$80.00	\$50.00	\$120.00	\$50.00			
Fridley	Locke #1	Open Air	Picnic tables, seating for 150	\$170.00	\$50.00	\$250.00	\$50.00	\$170.00	\$50.00	\$250.00	\$50.00			
Fridley	Locke #2	Open Air	Picnic tables, seating for 50	\$80.00	\$50.00	\$120.00	\$50.00	\$80.00	\$50.00	\$120.00	\$50.00			
Fridley	Moore Lake	Open Air	Picnic tables, seating for 50	\$80.00	\$50.00	\$120.00	\$50.00	\$80.00	\$50.00	\$120.00	\$50.00			
Mahtomedi	Katherine Abbott	Building	Seating for 100, kitchen	\$140.00 (4 hours)	\$200.00	\$220.00 (4 hours)	\$300.00	\$140.00 (4 hours)	\$200.00	\$220.00 (4 hours)	\$300.00			
White Bear Lake	Bossard	Open Air	Picnic tables, seating for 40	\$75.00		\$140.00		\$75.00		\$140.00			Higher prices for "for profit" renters	
White Bear Lake	Lakewood Hills	Building	Seating for 120, kitchen	\$125.00		\$200.00		\$125.00		\$200.00			Higher prices for "for profit" renters	
White Bear Lake	Podvin	Building	Seating for 80, kitchen	\$150.00		\$275.00		\$150.00		\$275.00			Higher prices for "for profit" renters	
Shoreview	Bucher	Open Air	Picnic tables, seating for 24	\$65.00		\$65.00		\$65.00		\$65.00				
Shoreview	Lake Judy	Open Air	Picnic tables, seating for 15	\$65.00		\$65.00		\$65.00		\$65.00				
Shoreview	Shamrock	Open Air	Picnic tables, seating for 40	\$65.00		\$65.00		\$65.00		\$65.00				
Arden Hills	Cummings	Building	Seating for 40, kitchen	\$200.00	\$200.00	\$400.00	\$200.00	\$200.00	\$200.00	\$400.00	\$200.00			
Arden Hills	Perry	Building	Seating for 40, kitchen	\$200.00	\$200.00	\$400.00	\$200.00	\$200.00	\$200.00	\$400.00	\$200.00			
Arden Hills	Johanna Marsh	Open Air	Picnic tables, seating for 20	Free		\$60.00		Free		\$60.00				

Date	Location	Amount	Issue	Notes
1/11/2025	Casey	\$300.00	10pm; Cleaning	
3/9/2025	Hause	\$150.00	No Key Pickup	
5/30/2025	Casey	\$300.00	10pm	
6/13/2025	Hause	\$150.00	10pm	
6/15/2025	Casey	\$45.00	No Rack/Stack	Withheld portion per CM
7/11/2025	Hause	\$150.00	10pm	
7/18/2025	Casey	\$150.00	Cleaning; Decorations	Withheld portion per CM
7/27/2025	Casey	\$350.00	Damage	
8/9/2025	Hause	\$150.00	10pm Parking	
8/18/2025	Hause	\$150.00	No Key Pickup	
8/30/2025	Casey	\$350.00	10pm Damage Cleaning	

\$2,245.00

Park	Shelter Type	Weekday Resident Fee	Weekday Resident Deposit	Weekday Non-Resident Fee	Weekday Non-Resident Deposit	Weekend Resident Fee	Weekend Resident Deposit	Weekend Non-Resident Fee	Weekend Non-Resident Deposit	Alcohol Deposit	Justification
Casey Lake	Building	\$300.00	\$350.00	\$450.00	\$400.00	\$450.00	\$350.00	\$600.00	\$400.00	\$150.00	NSP is still very affordable compared to other cities, but helps cover additional costs for cleaning, damage, etc and hopefully with an increased fee and deposit, users will be less likely to abuse the facility.
Hause	Building	\$175.00	\$200.00	\$250.00	\$200.00	\$200.00	\$200.00	\$275.00	\$200.00	\$150.00	
Silver Lake	Open Air	\$50.00		\$65.00		\$50.00		\$65.00			No issues
Colby Hills	Open Air	\$50.00		\$65.00		\$50.00		\$65.00			No issues
Northwood	Open Air	\$50.00		\$65.00		\$50.00		\$65.00			No issues

Also a recommendation to clean up the alcohol deposit language in the park rental policy as it is unclear when this should be withheld.

Current: An additional \$150 deposit is collected at the time of booking for events planning to have alcohol. This is returned along with the building deposit after inspection of the building. If you do not pay the alcohol deposit at booking and evidence of alcohol containers is found inside, the \$150 will be deducted from your building deposit refund.

Recommendation: An additional \$150 deposit is collected at the time of booking for events planning to have alcohol. This is returned along with the building deposit after inspection of the building. This alcohol deposit is subject to be withheld by the City if violations of the park rental policy occur. If you do not pay the alcohol deposit at booking and evidence of alcohol containers is found inside, the \$150 will be deducted from your building deposit refund.

Current or Recommendation	Park	Shelter Type	Weekday Resident Fee	Weekday Resident Deposit	Weekday Non-Resident Fee	Weekday Non-Resident Deposit	Weekend Resident Fee	Weekend Resident Deposit	Weekend Non-Resident Fee	Weekend Non-Resident Deposit	Alcohol Deposit	Justification
Current	Casey Lake	Building	\$250.00	\$300.00	\$400.00	\$350.00	\$400.00	\$300.00	\$550.00	\$350.00	\$150.00	
Recommendation	Casey Lake	Building	\$300.00	\$350.00	\$450.00	\$400.00	\$450.00	\$350.00	\$600.00	\$400.00	\$150.00	NSP is still very affordable compared to other cities, but helps cover additional costs for cleaning, damage, etc and hopefully with an increased fee and deposit, users will be less likely to abuse the facility.
Current	Hause	Building	\$175.00	\$150.00	\$250.00	\$150.00	\$200.00	\$200.00	\$275.00	\$200.00	\$150.00	
Recommendation	Hause	Building	\$175.00	\$200.00	\$250.00	\$200.00	\$200.00	\$200.00	\$275.00	\$200.00	\$150.00	Most issues are related to extra time for cleaners or PW staff for entry, so increasing the deposit should create more of an incentive to follow rules.
Current	Silver Lake	Open Air	\$50.00		\$65.00		\$50.00		\$65.00			
Recommendation	Silver Lake	Open Air	\$50.00		\$65.00		\$50.00		\$65.00			No Issues
Current	Colby Hills	Open Air	\$50.00		\$65.00		\$50.00		\$65.00			
Recommendation	Colby Hills	Open Air	\$50.00		\$65.00		\$50.00		\$65.00			No Issues
Current	Northwood	Open Air	\$50.00		\$65.00		\$50.00		\$65.00			
Recommendation	Northwood	Open Air	\$50.00		\$65.00		\$50.00		\$65.00			No Issues








**NORTH
ST. PAUL**
extraordinary.

PARK RENTAL POLICY

Approved November 19, 2024

FACILITIES AND RATES

The City of North St. Paul has two enclosed facilities and three open-air shelters available for rent by the public. Park facilities are available to North St. Paul residents and non-residents at reasonable rates.

Facility	Amenities	Capacity
<p>Casey Lake pavilion</p> 	<ul style="list-style-type: none"> Indoor pavilion space as well as outdoor patio with picnic tables is included with the reservation Kitchen equipped with fridge, sink, microwave Restrooms Seating for 95 	<p>215 people* (seating for 95)</p>
<p>Hause Park pavilion</p> 	<ul style="list-style-type: none"> Indoor pavilion space as well as open air shelter is included with the reservation Kitchen equipped with fridge, sink, and microwave Restrooms 	<p>49 people (seating for 30)</p>
<p>Colby Hills open air shelter</p> 	<ul style="list-style-type: none"> Port-a-potty is available from May through September 	<p>N/A</p>
<p>Northwood open air shelter</p> 	<ul style="list-style-type: none"> Port-a-potty is available from May through September. 	<p>N/A</p>
<p>Silver Lake open air shelter</p> 	<ul style="list-style-type: none"> A park restroom building is available 	<p>N/A</p>
<p>*Note: Reservations with 150+ people in attendance that serve alcohol shall adhere to the police security policy (see page 5).</p>		

Rental Rates	
Casey Lake pavilion	<p>Weekend Reservations: Friday / Saturday / Sunday and Holidays Resident: \$400.00 + \$300.00 deposit Nonresident: \$550.00 +\$350.00 deposit</p> <p>Weekday Reservations Monday – Thursday Resident: \$250.00 +\$300.00 deposit Nonresident: \$400.00 +\$350.00 deposit</p>
Hause Park pavilion	<p>Weekend Reservations: Friday / Saturday / Sunday and Holidays Resident: \$200.00 + \$150.00 deposit Nonresident: \$275.00 + \$150.00 deposit</p> <p>Weekday Reservations Monday – Thursday Resident: \$175.00 +\$150.00 deposit Nonresident: \$250.00 +\$150.00 deposit</p>
Colby Hills shelter	<p>Full Day Rental – Resident \$50.00</p> <p>Full Day Rental – Non-Resident \$65.00</p>
Northwood shelter	<p>Full Day Rental – Resident \$50.00</p> <p>Full Day Rental – Non-Resident \$65.00</p>
Silver Lake shelter	<p>Full Day Rental – Resident \$50.00</p> <p>Full Day Rental – Non-Resident \$65.00</p>
Alcohol deposit	<p>An additional \$150 deposit is collected at the time of booking for events planning to have alcohol. This is returned along with the building deposit after inspection of the building. If you do not pay the alcohol deposit at booking and evidence of alcohol containers is found inside, the \$150 will be deducted from your building deposit refund.</p> <p>See also police security policy for parties greater than 150 people on page 5.</p>
No fees shall be waived for any group except for City-sanctioned or City-sponsored events.	

RESERVATIONS

Any person or group wishing to reserve a North St. Paul park facility must complete a rental application online at <https://northstpaul.org/1049/Park-Rentals> and pay the appropriate fee and damage deposit to the City of North St. Paul. Payments can be made online, or by cash or check at the North St. Paul City Hall located at 2400 Margaret Street, North St. Paul, MN 55109. Staff uses reasonable judgment when accommodating rental requests.

Facility Tours

One ½ hour facility tour is allowed per reservation. Additional facility tours will be assessed a \$50 per visit fee. Tours are during normal business hours when the facility is available.

Priority Scheduling

- City residents shall have first priority to rent facilities. Resident registration will start on December 1 at 9 a.m. for the following year; non-resident registration will begin two weeks later on December 16 at 9 a.m. If the first day of registration falls on a day City Offices are closed, registration will start the next business day.
- Only one reservation will be accepted each day for each facility.
- The City shall have first priority for use for all governmental activities, including maintenance.

Deposits

Damage deposits must be paid with your reservation. Additional deposits are collected for events where alcohol is served. Deposits are refunded within 2-4 weeks after the rental upon the return of the key and inspection of the building. All refunds are paid by a check made payable and mailed to the applicant on the reservation. See the section on Renter Responsibilities on how your deposit may be impacted.

Building Access

- **Casey Lake.** Key codes for the Casey Lake pavilion will be posted in the applicant's online Park & Recreation account and emailed to the account holder 1 week prior to the rental. It is the renter's responsibility to follow up with City staff during normal business hours for the key code, if necessary. If the renter needs to call after-hours or weekend staff for access, a charge of \$150 will be incurred. This fee is based on the on-call staff member coming out to open the building for the rental.
Access tip: When entering the key code, the light will turn green on the keypad, indicating a correct code. If the code is entered incorrectly, press the star key and reenter your key code.
- **Hause Park.** Building keys for the Hause Park pavilion must be picked up from City Hall the business day prior to your rental. Keys must be returned the next day to City Hall or its afterhours drop box. Failure to return the key will result in the loss of the entire damage deposit or the cost to replace the lockset, whichever is greater. Failure to pick up the key resulting in an after-hours or weekend staff call will result in loss of deposit. This fee is based on the on-call staff member coming out to open the building for the rental.

Refunds, Reschedules and Cancellations

If the applicant cancels their rental within 13 days from the date of their reservation, they will forfeit their rental fees. All rescheduled and cancelled reservations are subject to a \$25 administrative fee for cancellations. Weather related refunds are only issued when North St. Paul schools, places of worship, and/or local businesses are closed by snow, ice or other severe weather conditions for the entire day or

at the discretion of the City Manager. Weather related closures can be found on WCCO, KARE11, KSTP, and KMSP Fox 9.

Police Security

Reservations with 150+ persons in attendance that plan to consume alcohol must reserve the facility at least six weeks in advance of their reservation and will be required to hire an off-duty North St. Paul Police Officer or Reserve Officer at the overtime Patrol Officer rate as listed in the fee schedule at a three-hour minimum. The City, in its discretion, may waive the police presence requirement based on review of applicant submittal.

Denial/Revocation

Rentals will be approved, denied, or revoked at the sole discretion of the City Manager. The City will not deny or revoke rental on the basis of race, color, creed, religion, national origin, disability, sex, sexual orientation, or status with regard to public assistance. The City will not deny or revoke rental on the basis of content or viewpoint, except to the extent allowed by law. The City may deny or revoke rental on any other reasonable basis, including, but not limited to, previous rental by the same group or individual which resulted in damage, disruptive behavior, or violation of law. Approving a rental is not an endorsement by the City of that individual's or group's views.

RENTER RESPONSIBILITIES

1. Reservations are valid for park hours 7 a.m. – 10 p.m. only.
2. All reservations must be cleaned up and out of the park building by 10:00 p.m. or they will automatically forfeit their deposit.
3. The renter is required to stack and rack all tables and chairs, and remove personal equipment at the conclusion of the rental.
4. Renter is responsible for cleaning the kitchen and all areas utilized, including wiping off tables & chairs, sweeping, taking care of spills, spot mopping floors, placing garbage and recyclables in appropriate bins and removing all decorations, personal equipment, etc.
5. The facility is expected to be left in the same condition the renter found it.
6. The City of North St. Paul is not responsible for any equipment or other items left at Park Facilities at any time. Place all trash and recycling receptacles near the main entrance.
7. The renter will be held responsible and billed for any unnecessary clean-up, losses or damages above and beyond your deposit as well as be subject to loss of rental privileges. This includes, but is not limited to bio-hazard clean-up when necessary.

FACILITY USAGE SPECIFICATIONS

Fees and rental specifications will be periodically reviewed by the Parks and Recreation Commission and staff to ensure the policy is adequately meeting the needs of the community and City. City staff may use their discretion on questions or concerns not specifically laid out in this document.

Alcohol

No glass containers. An additional \$150 deposit is collected at the time of booking for events planning to have alcohol. This is returned along with the building deposit after inspection of the building. If you do not pay the alcohol deposit and evidence of alcohol containers is found inside, the \$150 will be deducted from your building deposit refund.

Decorations

All decorations must be put up and taken down without damaging walls, woodwork, floors, ceilings, or blinds. Prohibited items: Nails, tape, tacks, staples, 3M command strips and screws. Glitter and confetti are also prohibited. Do not hang decorations from the sprinkler heads or ceiling fans. White mounting putty is permissible but must be completely removed after use. No open flame devices are allowed, which includes candles, hurricane lamps, lanterns, etc. The renter must remove all decorations before leaving the space by 10pm.

Inflatables/Moon Bounces

All jumper/inflatables set-up in a park or open space during an exclusive rental require a Certificate of Insurance is on file with the city prior to the day of the exclusive rental, naming the City of North St. Paul as an additional insured in the amount of \$2,000,000 general aggregate. Insurance provided by the inflatable renter does not suffice. The renter is required to schedule Gopher State One Call locates to locate the utilities and irrigation before any inflatable is installed. Water bounce houses and two-story bounce houses or any similar inflatable devices are prohibited. Vehicles are prohibited to drive onto any park area to load or unload the bounce house or similar inflatable device.

Special Licensing

Sale of alcohol or special events that are open to the public will require a special event permit and corresponding insurance and may require a MN Department of Health license if applicable (proof of license must be provided).

Tents

Only 10' X 10' pop-up tents are allowed. Up to two tents may be permitted per reservation. Tents must be secured with sand bags or weights. Unless it is a City sponsored event, staking tents into the ground is not allowed.

Video Surveillance

Premises are under video surveillance. Compliance with rental terms may be enforced through review of video surveillance.

PROHIBITIONS

Not all prohibited items are listed. Please call City Hall with questions.

- **Animals.** Pets are not allowed in enclosed park shelters; service dogs are welcome.
- **Dance Wax.** Dance wax or any other types of dancing compounds are not allowed.
- **Decorations.** Nails, tape, tacks, staples, 3M command strips and screws. Glitter and confetti are also prohibited.
- **Fireworks.** No fireworks may be discharged on City-owned property including parks, ball fields, parking lots or other similar properties owned by the City of North St. Paul.
- **Flames.** No open flame devices are allowed, which includes candles, hurricane lamps, lanterns, etc.
- **Grills.** At least 20 feet away from any structure.
- **Smoking/Tobacco/Cannabis.** Smoking, e-cigarettes and the use of tobacco and cannabis products is strictly prohibited in North St. Paul parks and in all park facilities.
- **Water Balloons.** Water balloons are prohibited in city parks.
- **Stakes.** Stakes are not allowed for tents, sporting equipment or signs in the parks.

FACILITY EMERGENCIES

During normal business hours: 651.747.2400

Afterhours/weekends: 651.747.2417 **(a fee may be withheld from the deposit if the emergency is due to the fault of the renter)**



To	Date
Arts and Culture Commissioners	September 24, 2025

Agenda Placement # VI.B

Commission Business, Action Items & Recommendations

Subject

Grant Opportunities

Background/Facts

A well-organized grant search begins with a clear understanding of the organization’s mission, goals and funding needs. From there, Commissioners and Staff can utilize established grant databases, funding directories and official government portals to identify opportunities that align with each project’s objectives.

The Commission will assign grant opportunities to research to each Commissioner.

Recommended Action

Attachments

1. Grant Opportunities
2. 2026 CIP

Respectfully submitted,
Sara Lang-Noyola, Community Development Administrative Assistant

The process of researching appropriate grant opportunities is a critical first step in successful grant seeking and planning for the future. Grants are made available through a variety of sources including federal and state government agencies, private foundations and corporate giving programs. Each funding source has its own priorities, eligibility requirements and application procedures, making it crucial for organizations to conduct a focused and systematic search.

A well-organized grant search begins with a clear understanding of the organization's mission, goals and funding needs. From there, Commissioners and Staff can utilize established grant databases, funding directories and official government portals to identify opportunities that align with each project's objectives.

Step 1: Define Needs

- Clarify the mission, goals, and funding priorities.
- Identify specific projects or programs that require financial support.
- Establish the amount of funding needed and the anticipated timeline.

Step 2: Research Potential Funding Sources

- Explore federal, state, and local government grant portals.
- Search foundation directories, corporate giving programs, and community trusts.
- Subscribe to funding alerts, newsletters, etc.

Step 3: Use Grant Databases and Tools

- Utilize established grant search platforms.
- Apply filters such as funding type, geographic location, focus area, and eligibility.

Step 4: Evaluate Alignment and Eligibility

- Review eligibility requirements carefully (low income, underrepresented communities, if government entities qualify, etc.)
- Compare funder priorities with your organization's mission and project goals.
- Eliminate opportunities that are misaligned to avoid wasted effort.

Step 5: Next Steps for Identified Opportunities

- Submit grants to the Parks and Recreation Staff Liaison to add to packets for meetings for the Commission to discuss. Items must be submitted no later than the Thursday prior to the next meeting.
- Send opportunities to City Staff for review and submit applications.

Here are some of the identified projects that the Parks and Recreation Commission can research grant opportunities for:

- McKnight Athletic Complex Mini Pitch
- McKnight Athletic Complex Skateboard/BMX Course
- McKnight Ballfields
- McKnight Green Space and Event Space
- 3rd St Park
- Downtown Park
- Casey Lake Park Ninja Course
- Northwood Park Reutilization

Below are some grant databases and opportunities that can be a great jump start to the research. Please keep in mind, staff will typically apply for grants at the beginning/end of the year but of course, if things come up, staff can take a look at opportunities. Lots of these grants available are matching grants, so the recommendation is to make sure funding within the City would or could be available first. However, checking these databases on a regular basis is important as well, as new grants become available often.

<https://www.playlsi.com/en/playground-planning-tools/playground-funding/online-grant-resources/grant-resources/>

<https://www.dnr.state.mn.us/grants/recreation/index.html>

<https://www.mnrpa.org/Grant-Opportunities>

<https://mn.gov/grants/>

<https://www.lmc.org/resources/current-grant-opportunities/>

<https://metro council.org/Parks/Grants-Funding.aspx>

<https://www.nrpa.org/our-work/Grant-Fundraising-Resources/>

□ Playground Grant Opportunities

1. **MN DNR Outdoor Recreation Grant**
 - 50/50 match grants for park and playground development. Frequently used by cities across Minnesota.
2. **KaBOOM! Build it with KaBOOM! Grants**
 - Partners with cities to co-build new playgrounds, especially in underserved areas.

3. GameTime Grant Resources

- Offers a searchable grant database and MN-specific programs.

4. USDA Community Facilities Grant

- Available for municipalities under 20,000; could apply to certain rec facility projects.
-

Hockey Rink & Recreation Facility Funding

1. Minnesota Amateur Sports Commission (MASC)

- Provides facility grants for youth sports infrastructure—ideal for rink surface repairs, lighting, and related improvements.

2. Kraft Hockeyville USA

- Annual competition with a \$250,000 prize for rink upgrades. Requires a strong community campaign.

3. MN DNR Trail & Park Grants

- May be used for supporting amenities (e.g., shelters, sidewalks, lighting) adjacent to active recreation like rinks.

Grants & Sponsorships from Sports Teams & Leagues

1. Minnesota Wild – Hockey Is For Everyone / Legacy Projects

- The Wild Foundation has supported community rink improvements and equity in hockey initiatives.
- While not a formal grant program, they often participate in community-built rinks, equipment donations, and youth outreach.
- May be open to collaboration if the project aligns with their diversity and access goals.

 [Contact the Wild Foundation](#)

2. Minnesota Twins Community Fund

- Provides small grants (\$500–\$5,000) for field improvements, youth sports equipment, and access.

- Ideal if we incorporate multi-sport fields or batting cages into park designs.
- Deadline-based grant cycles.

 [Twins Community Fund Grants](#)

3. Minnesota Vikings Foundation

- Focuses on health, wellness, and youth sports access.
- While not always infrastructure-focused, they've supported playground builds and school partnerships.
- Could be a good match for inclusive, fitness-based playgrounds.

 [Vikings Foundation](#)

4. US Soccer Foundation – Safe Places to Play Grant

- For soccer mini-pitches or multi-use sport courts, like what's being considered at Casey Lake.
- Supports underserved communities and play equity.

 [US Soccer Foundation Grants](#)

5. NFL Foundation Grassroots Program (in partnership with LISC)

- Grants up to \$250,000 for field refurbishment, particularly for youth-focused or multi-sport fields.
- Requires matching funds and local partner support.
- While highly competitive, it's worth considering if a larger field redevelopment (like McKnight) is proposed.

 [NFL Grassroots Field Grant Program](#)

Source	Project #	Priority	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total
034 Park Dedication Fund													
Flex Field at McKnight	PARK-26-012	3		450,000									450,000
034 Park Dedication Fund Total			0	450,000	0	0	0	0	0	0	0	0	450,000
063 Park Fund													
Pavilion Maintenance	PARK-23-007	3			30,000					34,000			64,000
Park Fencing at McKnight	PARK-23-012	2		60,000									60,000
McKnight Dugouts - Four Total	PARK-23-013	2		60,000									60,000
Casey Lake Hockey Rink Replacement	PARK-23-014	5			210,200								210,200
Casey Lake Open Air Shelter	PARK-23-015	5	34,200										34,200
Polar Park Improvements	PARK-23-018	5		191,000									191,000
Casey Lake Fishing Dock	PARK-23-023	5								32,900			32,900
Silver Lake Park Playground	PARK-25-002	3							500,000				500,000
Southwood Park Bridge/Observation Deck Replacement	PARK-25-003	2					45,000						45,000
Northwood Park Overhaul	PARK-25-004	3								1,430,000			1,430,000
Casey Lake Park Active Playground	PARK-25-007	2	500,000										500,000
Colby Hills Sport Field	PARK-25-009	3							25,000				25,000
Northwood Park 2025 Update	PARK-26-004	3	6,000										6,000
Tower Park 2025 Update	PARK-26-006	3				2,000							2,000
3rd Street Concept Design	PARK-26-007	3					1,120,000						1,120,000
Casey Lake Park Update	PARK-26-008	3	6,000										6,000
Downtown Open Space	PARK-26-009	3			785,867								785,867
Colby Hills Small Park Add On	PARK-26-011	2	35,000										35,000
Flex Field at McKnight	PARK-26-012	3		444,000									444,000
Playground at McKnight	PARK-26-013	3	300,000										300,000
Plaza at McKnight	PARK-26-014	3						484,000					484,000
Skate Park at McKnight	PARK-26-015	3				250,000							250,000
063 Park Fund Total			881,200	755,000	1,026,067	252,000	1,165,000	484,000	525,000	1,496,900	0	0	6,585,167
GRAND TOTAL			881,200	1,205,000	1,026,067	252,000	1,165,000	484,000	525,000	1,496,900	0	0	7,035,167

2026 thru 2035

Capital Improvement Plan North St. Paul, MN

Project # PARK-23-015
Project Name Casey Lake Open Air Shelter

Total Project Cost	\$10,000	Department	Community Development
Type	Replacement	Category	Parks, Playgrounds, Paths, Open Space
Priority	5 Future Consideration	Status	Active
Useful Life	20 years		

Description

Rebuild an existing shelter that is past its useful life. - COMPLETE REMOVAL OF BOTH SHELTERS IN 2025 AND REBUILD ONE SHELTER IN A PLACE TO BE DETERMINED.

Justification

Shelter is past its useful life.

Prior	Expenditures	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total
10,000												
Prior	Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total
10,000	063 Park Fund	34,200	0	0	0	0	0	0	0	0	0	34,200
	Total	34,200	0	0	0	0	0	0	0	0	0	34,200

2026 thru 2035

Capital Improvement Plan

North St. Paul, MN

Project # PARK-25-007
 Project Name Casey Lake Park Active Playground

Total Project Cost	\$500,000	Department	Parks and Recreation
Type	New/Expansion	Category	Parks, Playgrounds, Paths, Open Space
Priority	2 Very Important	Status	Active
Useful Life	25 years		

Description

Recommendation to construct a new ninja course or other "active" playground area on the east side of the park. Repair existing hockey rink and create a service road for vehicles to access. Also include a new ADA accessible path in the park.

Expenditures		2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total
Construction		500,000	0	0	0	0	0	0	0	0	0	500,000
Total		500,000	0	0	0	0	0	0	0	0	0	500,000

Funding Sources		2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total
063 Park Fund		500,000	0	0	0	0	0	0	0	0	0	500,000
Total		500,000	0	0	0	0	0	0	0	0	0	500,000

2026 thru 2035

Capital Improvement Plan

North St. Paul, MN

Project # PARK-26-004
 Project Name Northwood Park 2025 Update

Total Project Cost	\$6,000	Contact	Community Development Director
Department	Parks and Recreation	Type	New/Expansion
Category	Parks, Playgrounds, Paths, Open Space	Priority	3 Important
Status	Active	Useful Life	10 years

Description

1 moveable gaga ball pit w/ swinging ADA door, 1 picnic table on concrete pad, 1 bench on concrete pad. (Rachel Lucas) RECOMMENDATION TO MOVE TO 2026.

Justification

Northwood is one of the city's larger parks and is the primary N. St. Paul park for the southwest portion of the city. This park has not received an update in many years and is not scheduled for a major upgrade for several years. The goal of this request is to add a small, inexpensive update to the park in the meantime until it can more fully revitalized.

Expenditures	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total
Equip/Vehicles/Furnishing	6,000	0	0	0	0	0	0	0	0	0	6,000
Total	6,000	0	0	0	0	0	0	0	0	0	6,000

Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total
063 Park Fund	6,000	0	0	0	0	0	0	0	0	0	6,000
Total	6,000	0	0	0	0	0	0	0	0	0	6,000

2026 thru 2035

Capital Improvement Plan North St. Paul, MN

Project # PARK-26-008
Project Name Casey Lake Park Update

Total Project Cost	\$6,000	Contact	Community Development Director
Department	Parks and Recreation	Type	New/Expansion
Category	Parks, Playgrounds, Paths, Open Space	Priority	3 Important
Status	Active	Useful Life	10 years

Description

Remove fence around ball field 3. Deconstruct the derelict ball field 3 structure. Purchase a pair of soccer/football combo goals to install and convert ball field 3 into a combined sports use field. (Rachel Lucas)
RECOMMEND TO MOVE TO 2026.

Justification

Casey Lake's 3rd ball field is seldom used, and the structure is at the end of it's life, bordering on unsafe. The Parks & Rec commission board believes a multi purpose field would increase utilization of the area. A combined soccer/ football combo goal would provide open, grassy space for multiple activities: football, soccer, rugby, volleyball, badminton, etc.

Expenditures	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total
Construction	6,000	0	0	0	0	0	0	0	0	0	6,000
Total	6,000	0	0	0	0	0	0	0	0	0	6,000

Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total
063 Park Fund	6,000	0	0	0	0	0	0	0	0	0	6,000
Total	6,000	0	0	0	0	0	0	0	0	0	6,000

2026 thru 2035

Capital Improvement Plan

North St. Paul, MN

Project # PARK-26-011
 Project Name Colby Hills Small Park Add On

Total Project Cost	\$35,000	Contact	Community Development Director
Department	Parks and Recreation	Type	New/Expansion
Category	Parks, Playgrounds, Paths, Open Space	Priority	2 Very Important
Status	Active	Useful Life	25 years

Description

Adding two additional structures to the open lot at Colby Hills. A spider climber and spinning climber. Would require wood chip foundations and installation as part of this estimate. (Sarah Zahradka)
 RECOMMENDATION - AREA IS FOR HOCKEY RINK, MOVE TO 2026 AND LOOK AT OTHER OPTIONS.

Justification

There is a need for older use play structures at this park. There is a large lot currently under used that could service a lot more ages for play. The current picnic structure is in good shape and would get a lot more use with some additional equipment.

Expenditures	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total
Equip/Vehicles/Furnishing	19,000	0	0	0	0	0	0	0	0	0	19,000
Construction	16,000	0	0	0	0	0	0	0	0	0	16,000
Total	35,000	0	0	0	0	0	0	0	0	0	35,000

Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total
063 Park Fund	35,000	0	0	0	0	0	0	0	0	0	35,000
Total	35,000	0	0	0	0	0	0	0	0	0	35,000

2026 thru 2035

Capital Improvement Plan North St. Paul, MN

Project # PARK-26-013
Project Name Playground at McKnight

Total Project Cost	\$300,000	Contact	Community Development Director
Department	Parks and Recreation	Type	New/Expansion
Category	Parks, Playgrounds, Paths, Open Space	Priority	3 Important
Status	Active	Useful Life	35 years

Description

New playground at McKnight fields complex. Estimate is provided by HGA. This would be part of the greater McKnight fields redesign and expansion. This would go hand in hand with the parking lot redesign at McKnight. (Sarah Zahradka)

Justification

This is part of the greater redesign of McKnight fields. This is a park that has been neglected and in need of repair and renovation. This would be one of the steps in the redesign process. As a regional park, this is an asset to the city, not yet realized. By making a more functional and usable space, this park could attract visitors from all over the city. The addition of a unique play structure and ninja park at McKnight would allow for children to play while siblings are playing ball or serve a need for more accelerated play for older children. Our city has a severe lack of equipment and play resources for youths 12+ and this would be a great start to that as well as help be a great focal point from Highway 36.

Expenditures	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total
Equip/Vehicles/Furnishing	200,000	0	0	0	0	0	0	0	0	0	200,000
Construction	100,000	0	0	0	0	0	0	0	0	0	100,000
Total	300,000	0	0	0	0	0	0	0	0	0	300,000

Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total
063 Park Fund	300,000	0	0	0	0	0	0	0	0	0	300,000
Total	300,000	0	0	0	0	0	0	0	0	0	300,000