



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

March 25, 2026
6:30 PM

The Park and Recreation Commission Meeting will be conducted on **March 25, 2026** 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](https://www.youtube.com/NSPYouTube)

I. Call to Order

II. Roll Call

Laura Greenlee-Karp, Chair
Sarah Zahradka, Vice Chair
Lloyd Grachek
Ingrid Koller
Rachel Lucas
William Kealy
Cassidy Schweer, Council Liaison

STAFF

Sara Lang-Noyola

III. Adopt Agenda

IV. Approval of Minutes

A. Approval of meeting minutes from January 28th, 2026.

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. Commissioner Training Presented by Jack Brooksbank
- B. Election of Officers
- C. Review of Chapter 92: Parks and Lakes
- D. Park Representatives 2026

VII. Reports from Staff

VIII. Reports from Commissioners & Park Liaisons

IX. Adjournment

The next regularly scheduled Parks & Recreation Commission meeting is April 22nd, 2026.



To	Date
Parks & Recreation Commissioners	March 25, 2026

Agenda Placement # IV.A

Approval of Minutes

Subject

Approval of meeting minutes from January 28th, 2026.

Background/Facts

Recommended Action

Attachments

1. PRC Minutes 1.28.26

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



**Park and Recreation Commission
Regular Meeting Minutes
January 28, 2026
6:30 PM**

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

I. CALL TO ORDER

Vice-Chair Zahradka called the meeting to order at 6:30 PM.

II. ROLL CALL

COMMISSION

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

STAFF/LIAISONS

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

III. ADOPT AGENDA

Vice-Chair Zahradka called for a motion to adopt the January 28, 2026 meeting agenda.
M/Andren, S/Koller
Motion carried 6-0.

IV. APPROVAL OF MINUTES

- A. Approval of Minutes from November 19, 2025 PRC Meeting

Vice-Chair Zahradka called for a motion to approve the November 19, 2025 meeting minutes.
M/Grachek, S/Andren
Motion carried 6-0.

V. MEETING OPEN TO PUBLIC

No members of the public were in attendance.

VI. COMMISSION BUSINESS, ACTION ITEMS & RECOMMENDATIONS

- A. Election of Officers



This agenda item has been pushed to the February 25th, 2026 meeting to allow for more members of the Commission to be present.

B. Park Representatives 2026

This agenda item has been pushed to the February 25th, 2026 meeting to allow for more members of the Commission to be present.

C. Grant Opportunity for Casey Lake Hockey Rink

Randy Miller, the North St. Paul Public Works Supervisor, presented the MN DNR Outdoor Recreation grant opportunity for the renovation of the hockey rink at Casey Lake Park. The deadline for the draft application is in February to receive feedback from the DNR. The deadline for the final draft is in March. If the Commission recommends applying for the grant, the next step will be to go to Council to present the idea. The current rink is 30+ years old, with soil that is uneven making the boards uneven. The material underneath the ice is grass, making it difficult to create and maintain the ice. Public Works would demolish the current rink, and Electric would take out the lighting. The new, same size rink would be on a concrete slab with energy efficient LED lighting and new dasher boards. A new trail and driveway would make it ADA compliant. An idea is to add some parking stalls at the end of the driveway, near the hockey rink, making it easier for users of the rink in the winter and the stalls could be designated for handicap parking in the summer for the ballfield. The rink could be striped for roller hockey or pickleball in the summer. In the fall, the rink could be used for the Autumn Arts Festival for vendors. A warming house or portable trailer could be considered as an additional feature. Both Miller and Lang-Noyola have heard from local associations that would be potentially interested in renting the rink if a new one is installed.

Commissioner Koller asked if trees would be affected by this project and Miller noted that the rink would not change size, therefore no trees would be removed.

Commissioner Andren asked if the surface would be elevated for drainage. Miller noted that the City will do soil boring and consult with engineering for grading to drain the correct way.

Vice-Chair Zahradka asked about instead doing an open-air shelter with heaters and chairs rather than a warming house. Zahradka also noted that she likes the parking idea and the road as it because it can turn into a mess in the winter.

Commissioner Andren asked about installing a gate at the end of the driveway to discourage driving on it in the summer. Miller noted it is a possibility but the goal would be to keep the walking trail separate from the driving lane and that the installation of a gate would also make it challenging for Public Works and the Police Department to drive in the park in the summer and the surrounding area is flat making it easy for drivers easy to get around a gate.

Commissioner Koller asked about future upgrades to the hockey rink at Northwood. Miller noted that currently the focus is on the Casey Lake rink as the rest of the park is pretty ADA compliant except for the hockey rink. He is open to future upgrades for the Northwood hockey rink.

Commissioner Lucas asked if the grant is just for hockey. Miller noted that it is an Outdoor Recreation grant and that the thought for using this grant towards the Casey Lake hockey rink is that it is difficult to maintain and that it would bring the rink into ADA compliancy.



Commissioner Andren asked if staff have already started the grant. Staff Liaison Lang-Noyola noted that minimal work has been started on the grant as staff will be attending a webinar about the grant next week and will get started after that.

Commissioner Grachek asked if the current rink is ADA accessible. Miller noted it currently is not ADA accessible.

Commissioner Andren asked if this is an ongoing grant. Miller noted it has been offered over the last several years, but it is never guaranteed that it will continue into the future.

Vice-Chair Zahradka asked if the City is awarded the grant, can it be used for a different park and noted that the Commission may want to consider using it toward McKnight. Miller noted that the City could apply for the same grant in the future, if available, for McKnight.

Commissioner Grachek asked if park dedication funds can be used towards this project. Lang-Noyola noted it cannot as it is a reconstruction rather than a new park or feature.

Vice-Chair Zahradka asked if a small survey could be conducted at next week's Fire and Ice event to see what features the public would want to see with a new hockey rink.

Vice-Chair Zahradka called for a motion to approve the recommendation of moving forward with the MN DNR Outdoor Recreation grant application for the renovation of the hockey rink at Casey Lake Park.
M/Andren, S/Grachek

Vice-Chair Zahradka expressed her thought that if the City is not awarded the grant for the Casey Lake hockey rink, that it is not a priority and the Commission would shift its focus back to McKnight.

Motion Granted 6-0

VII. REPORTS FROM STAFF

Staff Liaison Lang-Noyola had no updates.

Public Works Supervisor Miller mentioned that the installation of the Polar Park playground is complete, but Public Works will install new wood chips in the spring.

Vice-Chair Zahradka asked if there was an update on the HUD documentation on McKnight fields. Lang-Noyola noted that documents from HUD were recently received and are currently under review by the City's legal team.

Commissioner Andren asked about the dead Southwood trees and if they still plan to be removed prior to spring. Miller noted the goal is to remove them before the ground thaws, weather permitting.

VIII. REPORTS FROM COMMISSIONERS & PARK LIAISONS

Vice-Chair Zahradka introduced new Commissioner Kealy. Commissioner Kealy noted he has lived in North St. Paul for 6 years and loves going with parks with his family.

Commissioner Grachek had no updates.

Vice-Chair Zahradka had no updates.



Commissioner Koller had no updates.

Commissioner Lucas had no updates.

Commissioner Andren had no park updates, however announced his resignation from the Commission. He noted he would like to see McKnight and 3rd St parks developed in the future.

IX. ADJOURNMENT

Vice-Chair Zahradka asked for a motion to adjourn the meeting at 7:04 PM.

M/Andren, S/Koller

Motion carried 6-0.

The next regularly scheduled Park and Recreation Commission Meeting will be February 25, 2026.



To	Date
Parks & Recreation Commissioners	March 25, 2026

Agenda Placement # VI.A

Commission Business, Action Items & Recommendations

Subject

Commissioner Training Presented by Jack Brooksbank

Background/Facts

Jack Brooksbank, the City Attorney from Campbell Knutson, will be in attendance to review Open Meeting Laws and other legal information related to the Commission.

Recommended Action

N/A

Attachments

- DOCS-#238345-v1-
TRAINING_MATERIALS_NSP_OML_DPA_COI_GIFT_LAW_MANAGER_ROLE_R
ULES_OF_ORDER_2026

Respectfully submitted,
Sara Lang-Noyola, Community Development Administrative Assistant
Jack Brooksbank, City Attorney



Campbell Knutson

TRAINING MATERIALS

for

Open Meeting Law

Data Practices

Conflicts of Interest

Gift Law

Role of City Manager

Rules of Order

for

City of North St. Paul

February 2026

I. OPEN MEETING LAW

A. OPEN MEETINGS. Pursuant to Minnesota Statutes § 13D.01 - .07, almost all meetings of public bodies must be open to the public. A meeting exists when a quorum is together to:

1. Make a decision concerning city business; or
2. Discuss city business; or
3. Obtain information on city business.

Be wary of serial communications: do not use the “reply all” function in emails. If a discussion occurs on social media, then that discussion must be open for participation by the public.

A “public body” that is subject to the open meeting law is more board than just the city council. It includes any board, commission, council, or department that conducts public business, or any committee, subcommittee, board, department, or commission constituting part of an entity subject to the law.

B. OTHER ELECTRONIC COMMUNICATION. Serial communication occurs when one member consults another, who consults another, and so forth. This is not permitted under the Open Meeting Law. One of the main goals of the Open Meeting Law is to ensure that deliberations take place in a public setting.

1. It is not advisable to substantively discuss City matters via text message even with one other member. Text messaging and/or other electronic communication to other members during a meeting about City matters is also not permitted. Be careful about engaging in discussions on your personal devices. Discussions about city matters are generally public data, subject to mandatory retention periods and accessible to the public upon request. Deliberations and discussions must occur in a public forum.
2. Similarly, a quorum of members having a discussion about public business on social media, such as in the comment section of a private Facebook page, could constitute a meeting in violation of the Open Meeting Law. Minn. Stat. §13D.065.

C. NOTICE REQUIREMENTS. The City Council must give the following notices:

1. A schedule of the regular meetings shall be kept on file at the Council’s primary offices. Regularly scheduled meetings on your adopted meeting schedule require no additional notice.
2. Special meetings require mailed & posted or published notice at least three days before the day of the meeting.
3. Emergency meetings - as soon as reasonably practicable.

D. CLOSED MEETINGS. Notice of the meeting is required stating why the meeting will be closed and the subject of the meeting. The meeting is still recorded. Closed meetings are allowed in limited circumstances:

1. Labor negotiations.
2. Pending litigation.
3. Preliminary consideration of charges against an employee.
4. Evaluation of a person subject to its authority.
5. To determine the asking price of property being sold.
6. To review confidential appraisal data.
7. To develop counteroffers for the purchase or sale of property.
8. To discuss active investigative data.
9. If it would identify victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors.

E. PENALTIES. If a court finds that an individual intentionally violated this open meeting law, penalties include:

1. Individual fine of \$300.00 per occurrence for an intentional violation, which may not be paid by the City.
2. Three intentional violations in three separate actions can result in removal from office.
3. Additional costs and attorney's fees may be imposed up to \$13,000.00. The City may pay this amount.

II. DATA PRACTICES

A. DATA. The Data Practices Act (Minnesota Statutes, Chapter 13) presumes that all government data are public. The Data Practices Act obligates all levels of state and local government besides the legislature and the courts to preserve created data and respond to data requests.

1. “Government data” means all data collected, created, received, maintained or disseminated by state or local government, regardless of its physical form, storage media, or conditions of use. Data includes: paper documents, emails, CDs, videotapes, and computer files.
2. Government data is determined by who is creating it and for what purpose—it does not depend on where it is created or stored. Using a personal email address, or personal cell phone, to discuss official business creates government data that is subject to all of the regulations of government data, and is searchable and must be disclosed to the public upon request.

B. CLASSIFICATION. To balance the need for transparency with the need to protect individual rights, state and federal law provide for classifications to limit access for private or confidential data.

1. Requests for data can come from the subject of the data (such as an employee) or a member of the public. Responses to data requests depend on how the data is classified.

C. THE LIFE CYCLE OF A REQUEST.

1. A person submits a data request to the Responsible Authority in the City. If the request is for private information, the City may ask for proof of identity. It is impermissible to request for a member of the public’s identity when fulfilling a request for public data.
2. If the request is from the member of the public, the City must respond within a “reasonable amount of time.”
3. If the request is from the data subject, meaning the data is about the requesting individual, then the City is required to respond within ten business days.
4. The City staff then retrieves the data responsive to the request, if there is any.
5. Then the City review the data and determines if there is a justification to deny access to some or all of the data. If responsive data is withheld the City must inform the requestor and cite to the specific law that allows the redaction.
6. The City provides access to the data and collects copy costs, if requested.

III. CONFLICTS OF INTEREST

- A. CONTRACTS.** Under Minn. Stat. §471.87, with limited exceptions, a public official may not have a personal financial interest in a sale, lease, or contract with the City. This law applies to all public officers who are "authorized to take part in any manner in making any sale, lease, or contract in official capacity." Exceptions and special approval procedure may be available in a given fact situation. Simply abstaining from voting is not enough. Violation of this prohibition is a crime.
- B. NON-CONTRACTS.** The general rule is that any official who has a personal financial interest in a non-contract action is disqualified from participating in the action. Courts evaluate certain factors to determine when a conflict requires disqualification. These include:
- the nature of the decision being made
 - the nature of the financial interest
 - the number of interested officials
 - the need, if any, for the interested official to make the decision
 - other means available, if any, such as an opportunity for review of the decision, that serves to insure that the officials will not act arbitrarily to further their selfish interests.
- C. BEST PRACTICE.** If you have an actual or potential financial interest in a decision to be made, disclose the conflict, abstain from voting, and do not participate in the discussion. If you have any concerns, discuss them with the city attorney. Avoid even the appearance of a conflict.
- D. ABSTAINING.** Abstaining means to refrain from a vote. In this case, a member of a body would be present at the meeting but would not partake in discussion or voting of the issue before the body.

IV. GIFT LAWS

A. Pursuant to Minn. Stat. § 471.895, “An interested person may not give a gift or request another to give a gift to a local official. A local official may not accept a gift from an interested person.”

- “Local Official” means an elected or appointed official of a city.
- “Interested Person” means a person who has a direct financial interest in a decision that a local official is authorized to make.
- “Gift” means money, real or personal property, a service or loan, forgiving a debt or a promise of future employment without the giver being paid equal value.

Exceptions include:

- campaign contributions
- plaques or mementos recognizing service
- trinket or memento of insignificant value
- food if you appear to make a speech
- gifts given because of your membership in a group, a majority of whose members are not local officials
- gifts by a member of your family

When the City receives a gift/donation, it must be accepted by a two-thirds vote of the City Council. Minn. Stat. § 465.03. Gifts must be accepted by the City Council itself, and cannot be accepted by commissions or departments (although donations may be subject to conditions from the donor, such as being earmarked for a specific purpose).

V. **ROLE OF THE CITY MANAGER**

The City charter establishes North St. Paul as a council-manager system where the council exercises legislative power and determines policy, and the manager is responsible to the council for the proper administration of city affairs. The manager's powers and duties are set by Chapter 6 of the City Charter. Although some city manager actions are subject to council approval, the city council generally may not direct the city manager to take any particular course of action.

- A. **Appointment and Removal.** The City Manager is the chief administrative officer of the city, and is appointed by the city council "solely on the basis of training, experience and executive and administrative qualifications."
- B. **Oversight and Review.** The council must periodically review the manager's performance.
- C. **Control of City Administration.** The manager is responsible for city administration, including the appointment, direction, and removal of all other city officers and employees, except that appointment or removal of the city attorney is subject to the approval of the council. The manager directs the departments and divisions of the city and ensures that the laws and ordinances of the city are enforced.
- D. **Departments.** The city manager creates and organizes all city departments, divisions, and other units of the city administration subject to the approval of the council.
- E. **Purchases and Contracts.** The manager is responsible for all city purchases and contracts. Expenditure of more than \$20,000 still requires prior council approval.

VI. RULES OF ORDER

A. Robert's Rules. Except where other procedures are specified in statute or ordinance, the City Council does business using Robert's Rules of Order.

B. Motions. All formal council actions must be by motion.

1. The language to make a motion must be similar to, "I move to _____."
2. Motions must be seconded, and the council may consider only one motion at a time.
3. Once a motion is duly made and seconded, the Mayor shall state the question before the council and open the matter for debate.
 - a. The maker of the motion shall be permitted to speak first.
 - b. Everyone who wishes to speak on the motion must be allowed to do so before any member may speak a second time.

C. Secondary Motions. While the council considers a motion, members may make secondary motions. Secondary motions do not require a second.

1. Motion to amend the original motion. A motion may be amended only twice before it must be withdrawn and resubmitted,
2. Motion to take a brief recess of no more than 20 minutes,
3. Motion to withdraw the motion by the motion's maker,
4. Motion to divide a complex question,
5. Motion to defer consideration to a later date,
6. Motion to refer an issue to committee,
7. Motion to limit debate,
8. Motion for an immediate vote on the issue, or
9. Motion for a call to order.

Secondary motions do not require a second, and must be resolved before returning to the original motion. Motions for an immediate vote and motions for a call to order are the only motions that may be made interrupting the current speaker. A motion for an immediate vote may only be made after 20 minutes of debate or after every member has been permitted to speak at least once.

D. Other Motions. Other specific motions include:

1. Motion to adjourn. Motions to adjourn are made by the Mayor or presiding member, are not subject to debate, and do not require a second or a vote.
2. Motion to go into closed session. Must be made pursuant to the Minnesota Open Meeting Law, using language similar to, "I move to close the meeting in order to

consider _____ pursuant to _____ of the Minnesota Open Meeting Law.”

3. Motion to leave a closed session. “I move to open the meeting.”
4. Motion to revive an issue. Made to request consideration of an issue tabled, deferred, or referred to committee at a *prior* meeting.
5. Motion to reconsider. Made to request reconsideration of an issue voted upon previously at the *same* meeting. May only be made by a member on the prevailing side of the prior vote.
6. Motion to rescind or repeal. Made to repeal an action taken at a prior meeting.



To	Date
Parks & Recreation Commissioners	March 25, 2026

Agenda Placement # VI.C

Commission Business, Action Items & Recommendations

Subject

Review of Chapter 92: Parks and Lakes

Background/Facts

City staff have reviewed Chapter 92 of the North St. Paul City Code and have developed recommended additions, subtractions and language updates. Most of the current code was most recently updated in 1989. The City staff recommended updates provided in the packet addresses current needs and issues related to parks and lakes. In the attachments are two versions of Chapter 92. The first is with the track changes shown to highlight the specific updates to the ordinance. The second is the clean version that would appear in the code.

Recommended Action

City staff recommend the Parks and Recreation Commission approve the recommended changes to Chapter 92 of the North St. Paul City Code.

Attachments

1. Chapter 92 Parks and Lakes (Track Changes)
2. Chapter 92 Parks and Lakes Ordinance update Clean

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

CHAPTER 92: PARKS AND LAKES

Section

92.01 Destruction, defacement or theft of park property

92.02 Littering

92.03 Fires

92.04 Prohibited activities

92.05 ~~Parking and driving vehicles~~Vehicles, E-bikes, Bicycles, Skateboards and Motorized Foot Scooters

92.06 Animals in parks

92.07 Hunting or interfering with animals

92.08 Skating regulations

92.09 Bathing regulations

~~92.10 Aircraft regulations~~

92.11 General restriction on athletics

92.12 Additional rules and regulations

§ 92.01 DESTRUCTION, DEFACEMENT OR THEFT OF PARK PROPERTY.

No person shall:

~~(A) —(A) Cut, break, scratch, mark or in any way injure or deface or remove a building, fence, post, pumps, lamp, flagpole, construction work, improvement facility or any other feature or property in any public park; Tamper with, climb on, injure, deface, destroy, disturb, damage, move or remove any part of any park building, portable bathrooms, structure, sign, flag pole, drinking fountain, hydrant, picnic table, grill, trash receptacle, equipment, statue or other property found therein. This does not prohibit appropriate use of play equipment.~~

(B) Post, paste, fasten, paint or affix any placard, bill, notice or sign upon any structure, post, pole, stone, fence, thing or enclosure in any public park, unless by authorization in writing by the Manager;

(C) Pick or cut any wild or cultivated flowers or cut, break or in any way injure or deface any tree, shrub or plant in any public park;

(D) Preservation of Vegetation.

~~1. Carry within or out of any public park any wild flower, tree, shrub, plant or any newly plucked branch or portion thereof or any soil or other material belonging in or pertaining to such park; or~~

~~(1) No person may injure, cut, destroy, mutilate, uproot, disturb or remove any flower, tree, shrub or any plant whether wild or cultivated, or any part thereof.~~

~~(2) No person may plant or cause to be planted any wild, cultivated or exotic tree, shrub or plant, except in specifically designated areas with the written permission of the Director.~~

~~(3) No person may fell or climb any tree; pick any flowers, fruit or vegetable (not self-grown); trample any flowers, tree seedlings, flowerbeds, vegetable gardens or new turf seedlings.~~

~~(4) No person may hitch any animal or fasten, anchor or otherwise attach any wire, rope, cable, signs, posters or other articles to any tree, shrub or plant.~~

~~(5) No person may attach a hammock on City trees unless the straps are 1 inch wide and the tree must be at least 12 inches in diameter.~~

~~(6) No person may make any unauthorized use of any open space site which is detrimental to the turf and soil conditions.~~

~~(7) No person may remove any device, apparatus or material installed for the protection, support or preservation of any tree, shrub or plant.~~

~~(8) No person may construct or place any type of structure including, but not limited to, deer tree stands, playhouses, treehouses, temporary storage buildings, motorcycle or bicycle launches, temporary shelters, tents, tarps, canopies or other such devices upon park land without permission by the Director.~~

(E) ~~No person shall go~~ Go on foot upon the grass or turf of any public park where a prohibitory sign is posted.

(89 Code, § 153.010) Penalty, see § 10.99

§ 92.02 LITTERING.

~~No person shall throw or cast any stone or other object or aim or discharge any air gun, sling shot or other weapon in a public park except pursuant to the rules of a permitted game or recreation. No person shall throw, deposit, place or leave in any public park or water therein any paper, rubbish, waste, cans, bottles, grass blades or refuse of any kind, whether or not the same is offensive to the senses or injurious to health, except in receptacles provided for the collection of waste.~~

~~(1) No person may throw, cast, drop, pour, spill or discharge, or permit to escape in or upon any land, pond, river, creek, stream, ditch, storm sewer or drain flowing into or through any open space site, any substance, matter or thing whether solid, liquid or gas,~~

which may result in the pollution of the waters, interfere with the conservation management of the water resource or endanger the health of the public.

(2) No person may deposit in public trash receptacles any household refuse, including all organic material resulting from the manufacture, preparation or serving of food or food products; spoiled, decayed or waste products from any source; bottles, cans or glassware; paper or paper products; crockery, ashes, rags, discarded clothing, tree or lawn clippings, leaves, weeds, waste resulting from building construction, remodeling or demolition; and other waste products, unless the refuse is the result of activities in the park in which the public receptacles are located.

(3) No person may drop, throw or otherwise leave unattended in any open space site lighted matches, burning cigars, cigarettes, tobacco, paper or other combustible material.

(89 Code, § 153.020) Penalty, see § 10.99

§ 92.03 FIRES.

~~No person shall:~~

~~(A) —(A) No person shall s~~Start or maintain any fire in any public park except small fires made by picnic parties ~~in locations designated for that purpose in grills either provided by the city or park users. All fires and grills must be kept at least 20 feet from any structure;~~

~~(B) Any person who starts or maintains a fire in an authorized area must exercise continuous supervision from the time the fire is kindled until it is extinguished. No fire may cause damage or constitute a threat to site vegetation and resources, nor may it cause discomfort to other open space users;~~

~~(C) Minors are prohibited from possessing any means of starting a fire in city open space sites; or~~

~~(B) Leave any fire made or used unextinguished when they leave the public park; or~~

~~(DG) No person shall start~~Start or maintain any fire on the ice on any lake within the city, except that a manufactured heater burning liquid fuel may be used.

(89 Code, § 153.030) Penalty, see § 10.99

§ 92.04 PROHIBITED ACTIVITIES.

No person shall:

(A) Refuse to comply with the reasonable order of any city lifeguard when such order is made in order to maintain order and safety;

(B) Drink or consume any beverage having an alcoholic content or cook in any area designated and marked specifically as a bathing beach or adjacent parking area;

(C) Use any threatening, profane, abusive, disorderly, insulting or indecent language or perform any act tending to be a breach of the peace or gamble or do any indecent, lascivious, lewd or improper conduct in any public park;

~~(D) – (D) – Sell or offer for sale any articles in any public park, provided that refreshments or other articles may be sold by the city or by persons authorized to do so by the Manager;~~

~~(E) Occupy or park a motor vehicle, trailer or stand to sell any farm produce, flowers, merchandise or any other product or for conducting any business or selling of services unless authorized by the City Manager.~~

(E) Give any public speech or hold or participate in any rally, convention, assembly or meeting in any public park without the written permission of the City Manager ~~and shall comply with the requirements of Chapter 122 of this code; which shall be withheld only when necessary to prevent conflict with regular park activities and insure that adequate health and safety measures may be implemented;~~

~~(F) – (F) – Promote or participate in an entertainment or exhibition in any park without permission of the City Manager;~~

~~(G) Take any photographs, or record video, motion or sound pictures for commercial purposes or for use in commercial advertising, except with the written permission of the City Manager.~~

(G) Participate in or conduct any band procession, parade or formation in any public park without the written permission of the City Manager;

(H) Place or keep in any public park any goods, wares, merchandise or other articles which interfere with the free use and enjoyment of the park by the public;

~~(H) – (H) – Distribute or display within any public park any circulars, cards or announcements, printed or not, for events other than those sponsored by or with the participation or endorsement of the city;~~

~~(I) Use stakes for tents, sporting equipment or signs in any City parks, open spaces, nature preserves or athletic fields;~~

~~(J) – (J) – Be in or remain in any public park between the hours of 101:00 p.m. and 7:00 a.m., except by special permit issued by the City Manager;~~

~~(K) Hit regular golf balls and whiffle-style golf balls in any park.~~

~~(L) Use tobacco or cannabis products in all City parks, open spaces, nature preserves or athletic fields.~~

~~(K)~~ Any person of lawful age may possess and consume an intoxicating liquor or 3.2% malt liquor in any park, except the McKnight Field Sports Complex with the following regulations:

(1) Hours. Between the hours of 9:00 a.m. and 9:00 p.m.:

(a) In areas so designated and marked; and

(b) The City Manager may issue a special permit for hours other than listed above.

(2) McKnight Field Sports Complex. Any person of lawful age may possess and consume an intoxicating liquor or 3.2% malt liquor between 9:00 a.m. and ~~10~~4:00 p.m. when said beverage has been sold at this park under a permit or license issued by the City of North St. Paul:

(a) In areas so designated and marked;

(b) Glass containers will not be allowed or sold in park; and

(c) The City Manager may issue a special permit for hours other than listed above.

(89 Code, § 153.040) (Ord. 749, passed 1-19- 2016) Penalty, see § 10.99

§ 92.05 ~~PARKING AND DRIVING VEHICLES. VEHICLES, E-BIKES, BICYCLES, SKATEBOARDS AND MOTORIZED FOOT SCOOTERS~~

~~—(A) Recreational vehicle means any self-propelled motorized vehicle designed for travel on natural terrain on snow or ice and steered by wheels, skis or runners. This shall include motorcycles, mini-bikes, motorized chugs, snowmobiles and all terrain vehicles.~~

~~—(B) No person shall:~~

~~(A1) No person shall Be or be or~~ remain in any motor vehicle or leave or park any motor vehicle in any public park or adjacent parking area between the hours of ~~10~~1:00 p.m. and 7:00 a.m.;

~~(B2) Drive or park any motor vehicle on any turf area of any public park not designated for parking or travel;~~

~~(C) No person shall operate an electric bicycle or motorized foot scooter on natural or artificial turf, playfield, playground, court, ice rink, natural area, the Southwood Nature Preserve, the Urban Ecology Center or in a structure located in a designated public park.~~

~~(D) No person shall secure, attach or connect in any manner any bicycle or electric bicycle to any tree or light post.~~

~~(E) No person shall operate a motorized foot scooter on a public sidewalk except when necessary for the most direct access to a roadway from a driveway, alley or building.~~

(F) A person may operate a bicycle or an electric-assisted bicycle on a bicycle path, bicycle route, bicycle trail or shared-use path as the terms bicycle path, bicycle trail or shared-use path are defined in Minn. Stats. 169.011.

(G) The operation and use of skateboards is restricted to paved trails, paved hockey rinks and paved parking lots which are unoccupied, located in the parks.

~~(3) All recreational vehicles shall be driven in a reasonable manner as not to endanger the safety of others in all authorized parks and lakes. Racing is prohibited. Recreational vehicles shall not be driven at a speed in excess of 30 mph on any authorized lake or park. Recreational vehicles shall reduce their speed to not greater than 15 mph when within 150 feet of any lake or waterway shore, fisherman, pedestrian, fishhouse, skating rink, sliding area or any other area where the use of the vehicle may be considered hazardous to park or water users;~~

~~—(4) Drive any recreational vehicle in any park area except as and at such times as the Council may by resolution authorize or designate and only then when there is adequate snow cover or ice thickness present to prevent damage to public property or injury to life;~~

~~—(5) No persons shall operate a recreational vehicle in any park or lake between the hours of 10:00 p.m. and 7:00 a.m. Sunday through Thursday and 12:00 a.m. to 7:00 a.m. on other days and all holidays except Christmas; or~~

~~—(6) No person under the age of 14 years shall operate a recreational vehicle in any park or lake unless in compliance with state law.~~

(89 Code, § 153.050) Penalty, see § 10.99

§ 92.06 ANIMALS IN PARKS.

1. —No person shall:

~~(A) —(A) Allow any domestic animal to run at large in a park;~~

(B) Allow any pet or animal in custody to disturb, harass or interfere with other open space users or their property.

(C) Feed wild animals or birds or deposit a food source for wild animals or birds in the City park and open space system.

(D) Allow a dog, cat or other animal to defecate on any public property unless the person immediately removes the excrement and properly disposes of it.

(E) Take or allow any horse, cattle, mule, swine, sheep, goats or fowl in or upon any public park or public waters.

2. Any unattended domestic animal or pet found roaming or at large within any open space site will be impounded.

(89 Code, § 153.060) Penalty, see § 10.99

Cross reference:

Animals, see Chapter 95

§ 92.07 HUNTING OR INTERFERING WITH ANIMALS.

No person shall:

(A) Kill, hunt, trap, pursue, injure, molest or unnecessarily disturb or have in possession any species of wildlife including birds, waterfowl, fish or other animals found within the confines of any open space site; except that, fishing may be permitted in designated areas subject to laws and regulations as established by the state.~~Rob, injure or destroy any bird nest, aim or discharge any air gun, slingshot or other weapon or throw any stone or other missile at any bird or creature in any park;~~

(B) Set, lay, prepare or have in possession any trap, snare, artificial light, net, bird line, ferret, hawk or any contrivance whatever for the purpose of catching, taking or killing any bird or wild creature in any public park.

(89 Code, § 153.070) Penalty, see § 10.99

§ 92.08 SKATING REGULATIONS.

No person shall engage in any of the following acts on public skating rinks, unless pursuant to a program of organized winter sports conducted by the city:

(A) Sledding, tobogganing, snowmobiling or use of all-terrain vehicles on rinks;

(B) Using hockey sticks or pucks in areas not marked for hockey play;

(C) No hockey game or pleasure skating shall continue past the park curfew hours of ~~10~~1:00 p.m. to ~~7~~8:00 a.m.; or

(D) Refusal to comply with the reasonable order of any city warming house attendant when such order is made in order to maintain order and safety.

(89 Code, § 153.080) Penalty, see § 10.99

§ 92.09 BATHING REGULATIONS

No person shall:

(A) Bathe in or enter the water of or adjoining any public park between ~~10~~1:00 p.m. and 7:00 a.m.;

(B) Enter the water or use any ~~water craft~~watercraft or raft on any pond, ponding area or other body of water not designated as a lake;

(C) ~~Use in the water any type of All~~inflated and buoyant devices, floating toys or rafts used by swimmers or non-swimmers to convey themselves in a floating position are prohibited at any public beach area.

(89 Code, § 153.100) Penalty, see § 10.99

~~§ 92.10 AIRCRAFT REGULATIONS.~~

~~—(A) No person shall use any park, lake or any public place for a starting or landing area for any type of aircraft pursuant to M.S. § 360.038, as it may be amended from time to time.~~

~~—(B) The use of model airplanes and model boats may be restricted by the Manager in regard to the location and time of day that they are used.~~

~~—(C) The provisions of M.S. § 360.075, as it may be amended from time to time, are adopted and made part of this chapter as if fully set out herein.~~

~~(89 Code, § 153.110) Penalty, see § 10.99~~

§ 92.11 GENERAL RESTRICTION ON ATHLETICS.

No person shall:

(A) Play or participate in any type of sports or recreational activity in any public park except in or upon appropriate areas established by the city for such game or sport; or

(B) Play upon, use or enter any recreation or sports area without paying a registration or admission fee when one is required by the city.

(89 Code, § 153.120) Penalty, see § 10.99

§ 92.12 ADDITIONAL RULES AND REGULATIONS.

Additional rules and regulations may be made from time to time by the Council by adoption of ordinances governing the use and enjoyment of public parks, playgrounds, lakes, ponds, streams and public park and recreational facilities. Regulatory signs shall then be prominently posted in places where they are intended to apply. Any person who violates a rule or regulation so posted may be excluded from the use of the park playground, lake, pond, stream or park or recreation facility and may in addition be prosecuted for a misdemeanor.

(89 Code, § 153.130)

CHAPTER 92: PARKS AND LAKES

Section

- 92.01 Destruction, defacement or theft of park property
- 92.02 Littering
- 92.03 Fires
- 92.04 Prohibited activities
- 92.05 Vehicles, E-bikes, Bicycles, Skateboards and Motorized Foot Scooters
- 92.06 Animals in parks
- 92.07 Hunting or interfering with animals
- 92.08 Skating regulations
- 92.09 Bathing regulations
- 92.10 Reserved
- 92.11 General restriction on athletics
- 92.12 Additional rules and regulations

§ 92.01 DESTRUCTION, DEFACEMENT OR THEFT OF PARK PROPERTY.

No person shall:

- (A) Tamper with, climb on, injure, deface, destroy, disturb, damage, move or remove any part of any park building, portable bathrooms, structure, sign, flagpole, drinking fountain, fire hydrant, picnic table, grill, trash or recycling receptacle, equipment, statue or other property found therein. This does not prohibit appropriate use of play equipment.
- (B) Post, paste, fasten, paint or affix any placard, bill, notice or sign upon any structure, post, pole, stone, fence, thing or enclosure in any public park, unless by authorization in writing by the City Manager;
- (C) Pick or cut any wild or cultivated flowers or cut, break or in any way injure or deface any tree, shrub or plant in any public park;

Preservation of Vegetation.

- (1) No person may injure, cut, destroy, mutilate, uproot, disturb or remove any flower, tree, shrub or any plant whether wild or cultivated, or any part thereof.

(2) No person may plant or cause to be planted any wild, cultivated or exotic tree, shrub or plant, except in specifically designated areas with the written permission of the City Manager.

(3) No person may fell or climb any tree; pick any flowers, fruit or vegetable (not self-grown); trample any flowers, tree seedlings, flowerbeds, vegetable gardens or new turf seedlings.

(4) No person may hitch any animal or fasten, anchor or otherwise attach any wire, rope, cable, signs, posters or other articles to any tree, shrub or plant.

(5) No person may attach a hammock on City trees unless the straps are 1 inch wide and the tree must be at least 12 inches in diameter.

(6) No person may make any unauthorized use of any park or open space site that is detrimental to the turf and soil conditions.

(7) No person may remove any device, apparatus or material installed for the protection, support or preservation of any tree, shrub or plant.

(8) No person may construct or place any type of structure including, but not limited to, deer tree stands, playhouses, treehouses, temporary storage buildings, motorcycle or bicycle launches, temporary shelters, tents, tarps, canopies or other such devices upon park land without permission by the City Manager.

(E) No person shall go on foot upon the grass or turf of any public park where a prohibitory sign is posted.

(89 Code, § 153.010) Penalty, see § 10.99

§ 92.02 LITTERING.

(1) No person may throw, cast, drop, pour, spill or discharge, or permit to escape in or upon any land, pond, river, creek, stream, ditch, storm sewer or drain flowing into or through any open space site, any substance, matter or thing whether solid, liquid or gas, that may result in the pollution of the waters, interfere with the conservation management of the water resource or endanger the health or safety of the public.

(2) No person may deposit in public trash or recycling receptacles any household refuse, including all organic material resulting from the manufacture, preparation or serving of food or food products; spoiled, decayed or waste products from any source; bottles, cans or glassware; paper or paper products; crockery, ashes, rags, discarded clothing, tree or lawn clippings, leaves, weeds, waste resulting from building construction, remodeling or demolition; and other waste products, unless the refuse is the result of activities in the park in which the public receptacles are located.

(3) No person may drop, throw or otherwise leave unattended in any open space site lighted matches, burning cigars, cigarettes, tobacco, paper or other combustible material.

('89 Code, § 153.020) Penalty, see § 10.99

§ 92.03 FIRES.

- (A) No person shall start or maintain any fire in any public park except small fires made by picnic parties in grills either provided by the city or park users. All fires and grills must be kept at least 20 feet from any structure;
- (B) Any person who starts or maintains a fire in an authorized area must exercise continuous supervision from the time the fire is kindled until it is extinguished. No fire may cause damage or constitute a threat to site vegetation and resources, nor may it cause discomfort to other open space users;
- (C) Minors are prohibited from possessing any means of starting a fire in city parks or open space sites; or
- (D) No person shall start or maintain any fire on the ice on any lake within the city, except that a manufactured heater burning liquid fuel may be used.

('89 Code, § 153.030) Penalty, see § 10.99

§ 92.04 PROHIBITED ACTIVITIES.

No person shall:

- (A) Refuse to comply with the reasonable order of any city lifeguard when such order is made in order to maintain order and safety;
- (B) Drink or consume any beverage having an alcoholic content or cook in any area designated and marked specifically as a bathing beach or adjacent parking area;
- (C) Use any threatening, profane, abusive, disorderly, insulting or indecent language or perform any act tending to be a breach of the peace or gamble or do any indecent, lascivious, lewd or improper conduct in any public park;
- (D) Sell or offer for sale any articles in any public park, provided that refreshments or other articles may be sold by the city or by persons authorized to do so by the City Manager;
- (E) Occupy or park a motor vehicle, trailer or stand to sell any farm produce, flowers, merchandise or any other product or for conducting any business or selling of services unless authorized by the City Manager.
- (E) Give any public speech or hold or participate in any rally, convention, assembly or meeting in any public park without the written permission of the City Manager and shall comply with the requirements of Chapter 122 of this code.;
- (F) Promote or participate in entertainment or exhibition in any park without permission of the City Manager;

- (G) Take any photographs, or record video, motion or sound pictures for commercial purposes or for use in commercial advertising, except with the written permission of the City Manager.
- (G) Participate in or conduct any band procession, parade or formation in any public park without the written permission of the City Manager;
- (H) Place or keep in any public park any goods, wares, merchandise or other articles which interfere with the free use and enjoyment of the park by the public;
- (H) Distribute or display within any public park any circulars, cards or announcements, printed or not, for events other than those sponsored by or with the participation or endorsement of the city;
- (I) Use stakes for tents, sporting equipment or signs in any City parks, open spaces, nature preserves or athletic fields;
- (J) Be in or remain in any public park between the hours of 10:00 p.m. and 7:00 a.m., except by special permit issued by the City Manager;
- (K) Hit regular golf balls and whiffle-style golf balls in any park.
- (L) Use tobacco or cannabis products in all City parks, open spaces, nature preserves or athletic fields.

Any person of lawful age may possess and consume an intoxicating liquor or 3.2% malt liquor in any park, except the McKnight Field Sports Complex with the following regulations:

(1) Hours. Between the hours of 9:00 a.m. and 9:00 p.m.:

(a) In areas so designated and marked; and

(b) The City Manager may issue a special permit for hours other than listed above.

(2) McKnight Field Sports Complex. Any person of lawful age may possess and consume an intoxicating liquor or 3.2% malt liquor between 9:00 a.m. and 10:00 p.m. when said beverage has been sold at this park under a permit or license issued by the City of North St. Paul:

(a) In areas so designated and marked;

(b) Glass containers will not be allowed or sold in park; and

(c) The City Manager may issue a special permit for hours other than listed above.

(89 Code, § 153.040) (Ord. 749, passed 1-19- 2016) Penalty, see § 10.99

§ 92.05 VEHICLES, E-BIKES, BICYCLES, SKATEBOARDS AND MOTORIZED FOOT SCOOTERS

(A) No person shall be or remain in any motor vehicle or leave or park any motor vehicle in any public park or adjacent parking area between the hours of 10:00 p.m. and 7:00 a.m.;

(B) No person shall drive or park any motor vehicle on any turf area of any public park not designated for parking or travel;

(C) No person shall operate an electric bicycle or motorized foot scooter on natural or artificial turf, playfield, playground, court, ice rink, natural area, the Southwood Nature Preserve, the Urban Ecology Center or in a structure located in a public park.

(D) No person shall secure, attach or connect in any manner any bicycle or electric bicycle to any tree or light post.

(E) No person shall operate a motorized foot scooter on a public sidewalk except when necessary for the most direct access to a roadway from a driveway, alley or building.

(F) A person may operate a bicycle or an electric-assisted bicycle on a bicycle path, bicycle route, bicycle trail or shared-use path as the terms bicycle path, bicycle trail or shared-use path are defined in Minn. Stats. 169.011.

(G) The operation and use of skateboards is restricted to paved trails, paved hockey rinks and paved parking lots which are unoccupied, located in the parks.

(89 Code, § 153.050) Penalty, see § 10.99

§ 92.06 ANIMALS IN PARKS.

1. No person shall:

(A) Allow any domestic animal to run at large in a park;

(B) Allow any pet or animal in their custody to disturb, harass or interfere with other open space users or their property.

(C) Feed wild animals or birds or deposit a food source for wild animals or birds in the City park and open space system.

(D) Allow a dog, cat or other animal to defecate on any public property unless the person immediately removes the excrement and properly disposes of it.

(F) Take or allow any horse, cattle, mule, swine, sheep, goats or fowl in or upon any public park or public waters.

2. Any unattended domestic animal or pet found roaming or at large within any park or open space site will be impounded.

(89 Code, § 153.060) Penalty, see § 10.99

Cross reference:

Animals, see Chapter 95

§ 92.07 HUNTING OR INTERFERING WITH ANIMALS.

No person shall:

(A) Kill, hunt, trap, pursue, injure, molest or unnecessarily disturb or have in possession any species of wildlife including birds, waterfowl, fish or other animals found within the confines of any park or open space site; except that, fishing may be permitted in designated areas subject to laws and regulations as established by the state.

(B) Set, lay, prepare or have in possession any trap, snare, artificial light, net, bird line, ferret, hawk or any contrivance whatever for the purpose of catching, taking or killing any bird or wild creature in any public park.

(`89 Code, § 153.070) Penalty, see § 10.99

§ 92.08 SKATING REGULATIONS.

No person shall engage in any of the following acts on public skating rinks, unless pursuant to a program of organized winter sports conducted by the city:

(A) Sledding, tobogganing, snowmobiling or use of all-terrain vehicles on rinks;

(B) Using hockey sticks or pucks in areas not marked for hockey play;

(C) No hockey game or pleasure skating shall continue past the park curfew hours of 10:00 p.m. to 7:00 a.m.; or

(D) Refusal to comply with the reasonable order of any city official or warming house attendant when such order is made in order to maintain order and safety.

(`89 Code, § 153.080) Penalty, see § 10.99

§ 92.09 BATHING REGULATIONS

No person shall:

(A) Bathe in or enter the water of or adjoining any public park between 10:00 p.m. and 7:00 a.m.;

(B) Enter the water or use any watercraft or raft on any pond, ponding area or other body of water not designated as a lake;

(C) Use in the water any type of inflated and buoyant devices, floating toys or rafts used by swimmers or non-swimmers to convey themselves in a floating position at any public beach area.

(89 Code, § 153.100) Penalty, see § 10.99

§ 92.11 GENERAL RESTRICTION ON ATHLETICS.

No person shall:

(A) Play or participate in any type of sports or recreational activity in any public park except in or upon appropriate areas established by the city for such game or sport; or

(B) Play upon, use or enter any recreation or sports area without paying a registration or admission fee when one is required by the city.

(89 Code, § 153.120) Penalty, see § 10.99

§ 92.12 ADDITIONAL RULES AND REGULATIONS.

Additional rules and regulations may be made from time to time by the City Council by adoption of ordinances governing the use and enjoyment of public parks, playgrounds, lakes, ponds, streams and public park and recreational facilities. Regulatory signs shall then be prominently posted in places where they are intended to apply. Any person who violates a rule or regulation so posted may be excluded from the use of the park playground, lake, pond, stream or park or recreation facility and may in addition be prosecuted for a misdemeanor.

(89 Code, § 153.130)



To	Date
Parks & Recreation Commissioners	March 25, 2026

Agenda Placement # VI.D

Commission Business, Action Items & Recommendations

Subject

Park Representatives 2026

Background/Facts

Each Parks and Recreation Commissioner represents at least one park in the community.

Recommended Action

Assign new Commissioner William Kealy to at least one park.

Attachments

1. nsp park liason map 2026

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

N. St Paul Parks by Commissioner – 2026

1. Casey Lake

- Rachel

2. Colby Hills

- Sarah

3. Country Club

- Laura

4. Dorothy

- Ingrid

5. Hause

- Laura

6. McKnight

- Lloyd

7. Northwood

- Laura, Rachel

8. Polar

- Laura

9. Silver Lake

- Ingrid

10. Southwood

- Lloyd

11. Tower

- Rachel

12. Urban Eco Center

- Sarah

