

**June 24, 2026  
6:30 PM**

The Park and Recreation Commission Meeting will be conducted on **June 24, 2026** at 6:30 p.m. at Casey Lake Park, located at 2089 17th Ave E., North St. Paul.

**I. Call to Order**

**II. Roll Call**

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

STAFF

Sara Lang-Noyola

**III. Adopt Agenda**

**IV. Approval of Minutes**

A. Approval of meeting minutes from May 27th, 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. Feedback Signs
- B. 45th Parallel Monument Proposal

**VII. Reports from Staff**

- A. Budgets

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

**IX. Adjournment**

**The next regularly scheduled Parks & Recreation Commission meeting is July 22nd, 2026 at Hause Park.**



To	Date
Parks & Recreation Commissioners	June 24, 2026

**Agenda Placement # IV.A**

Approval of Minutes

**Subject**

Approval of meeting minutes from May 27th, 2026.

**Background/Facts**

**Recommended Action**

**Attachments**

1. PRC Minutes 5.27.26

Respectfully submitted,



**Park and Recreation Commission  
Regular Meeting Minutes  
May 27, 2026  
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  
William Kealy, Commissioner  
Lloyd Grachek, Commissioner  
Ingrid Koller, Commissioner  
Rachel Lucas, Commissioner, excused  
Vacant

STAFF/LIAISONS

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

**III. ADOPT AGENDA**

Chair Greenlee-Karp called for a motion to adopt the May 27, 2026 meeting agenda.  
M/Grachek, S/Koller  
Motion carried 5-0.

**IV. APPROVAL OF MINUTES**

- A. Approval of Minutes from April 22, 2026 PRC Meeting

Chair Greenlee-Karp called for a motion to approve the April 22, 2026 meeting minutes.  
M/Koller, 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. Dorothy Park Signage Discussion

Commissioner Koller and Staff Liaison Lang-Noyola received an email from a concerned resident about signage and enforcement at Dorothy Park, requesting signs for no fishing, no cannabis use, no littering and having dogs on leashes and not in the water. The Commission discussed the need for additional signage.

Commissioner Koller noted that the shoreline is short and can see why fishing is a concern. The fishing is also happening close to the Silver Lake Beach. The current signage at Dorothy Park mentions no tobacco use in the park, but the City should add no cannabis use signs in all of the parks.

Vice-Chair Zahradka noted signs can help neighbors with talking points, but official enforcement is important.

Commissioner Koller says signs can give people some awareness about the rules.

Chair Greenlee-Karp agrees that messaging needs to be put out there for the public but once people see the signs a few times, they stop reading them. A suggestion was to place non-invasive markers noting where the shoreline goes from public to private. Chair Greenlee-Karp also noted that fishing at the Silver Lake Beach is a concern. Chair Greenlee-Karp does not want to discourage fishing so it is important to get messaging out that also notes where fishing is allowed. It is important to make the messaging for kids as well and possibly in other languages.

Commissioner Grachek asked if area residents know to call 911 if they see violations happening in the park and suggested reaching out to the DNR to see if they have suggestions for the shoreline fishing issues.

Vice-Chair Zahradka asked if temporary signs noting “No Fishing” at Dorothy Park can be placed to see if that helps the issues.

Commissioner Koller asked if one more trash can is possible to be placed at Dorothy Park to assist with the littering issue.

Chair Greenlee-Karp asked if another temporary sign can be placed at Dorothy Park regarding keeping dogs on leashes.

Commissioner Kealy mentioned seeing 6-8 people fishing at Dorothy Park today with a canoe trying to launch and can see how that situation may cause disagreements between park users.

Staff Liaison Lang-Noyola will follow up on the temporary signage and messaging.

B. Feedback Sign

The Commission recommended tabling this discussion until Commissioner Lucas was back to discuss.

C. CIP Discussion

Staff Liaison Lang-Noyola asked the Commission to review the current Parks and Recreation CIP and develop recommendations for changes. It was noted that the City Council has a goal not to raise the levy



this year or for the coming years and stressed to continue prioritizing projects. The next step will be for staff to review the recommendations.

Commissioner Grachek mentioned that the Southwood observation deck will need to be reconstructed soon and suggested moving that item to 2028 in the CIP. It was also suggested to reach out to the local scouts or colleges for building assistance.

Chair Greenlee-Karp focused on 2027 items in the CIP and the Commission suggested moving the Park Fencing at McKnight and the McKnight Dugouts from 2027 to 2035 in the CIP as there are anticipated renovations planned for the entire McKnight Athletic Complex.

Vice-Chair Zahradka suggested improvements to the empty lot at Colby Hills Park including volleyball or badminton. Chair Greenlee-Karp mentioned neighbors around Colby Hills Park previously told the Commission they wanted the lot to stay open space. Commissioner Koller also said that open fields can be nice to accommodate a variety of activities. Staff Liaison Lang-Noyola suggested working with the City Communications Coordinator for feedback videos for each park, starting with Colby Hills. The Commission agreed and would like that feedback before making further decisions on the open space. The Commission suggested moving the funding for Colby Hills park from 2033 to 2027.

Vice-Chair Zahradka asked for trash cans at the Postal Credit Union Pond based on seeing the amount of litter during the parks clean-up day. It was also suggested that the City research what it would take to complete the boardwalk around the Urban Ecology Center. Staff Liaison Lang-Noyola will work with Public Works to determine steps forward.

Vice-Chair Zahradka suggested moving the Downtown Open Space project to 2030 as other items have moved up in priority.

Staff Liaison Lang-Noyola noted that the Preliminary Design Development Professional Services Proposal was discussed today for the McKnight Athletic Complex project. This is to conduct geotechnical exploration, asbestos and regulated materials survey, wetland delineation and more. The next step would be for the contract to go in front of Council for formal approval. When site designs are developed, the Engineering team will come to the Commission to present the options.

Chair Greenlee-Karp called for a motion to move the \$25,000 for Colby Hills Park from 2032 to 2027, push the Park Fencing at McKnight and the McKnight Dugouts-Four Total from 2027 to 2035, move the \$45,000 for the Southwood Park Bridge and Observation Deck Replacement from 2030 to 2028, push the Downtown Open Space from 2028 to 2030 and remove the line for Tower Park.

M/Zahradka, S/Greenlee-Karp  
Motion carried 5-0.

## **VII. REPORTS FROM STAFF**

Staff Liaison Lang-Noyola mentioned the Polar Park ribbon cutting that took place on 5/21 and thanked the Commission for their work on the project.

## **VIII. REPORTS FROM COMMISSIONERS & PARK LIAISONS**

Commissioner Koller noted that the park clean-up at Silver Lake had a good turnout and the Silver Lake Improvement Association is great and helpful with the clean-up and noted the trash grabbers were amazing. Next year, Commissioner Koller would like to focus on how to get young families out to assist.



Chair Greenlee-Karp noted that Hause Park pickleball courts are highly used.

Vice-Chair Zahradka started the parks clean-up day at the Urban Ecology Center and moved to the Postal Credit Union Pond. Next year Zahradka would like to get the area businesses involved. Vice-Chair Zahradka also asked for an update on the payments for Casey Lake Park and would like an updated Parks Fund and Park Dedication budget provided for the next meeting. Staff Liaison Lang-Noyola mentioned that Finance Director Dan Winek provided information and the payoff year for Casey Lake Park is 2037.

Commissioner Grachek noted that the posts to designate the nature preserve are leaning and many people and kids are using Southwood.

Commissioner Kealy noted a successful clean-up at the McKnight Athletic Complex and agreed that the trash grabbers are nice. Kealy mentioned that the burs near Silver Lake are still a concern. Staff Liaison Lang-Noyola will follow-up with Public Works. Commissioner Kealy mentioned that Northwood Park is a nice space.

**IX. ADJOURNMENT**

Chair Greenlee-Karp asked for a motion to adjourn the meeting at 7:41 PM.  
M/, Grachek S/Zahradka  
Motion carried 5-0.

**The next regularly scheduled Park and Recreation Commission Meeting will be June 24, 2026 at Casey Lake Park.**

Attested:

Approved:

\_\_\_\_\_  
Sara Lang-Noyola  
Community Development Administrative Assistant

\_\_\_\_\_  
Laura Greenlee-Karp  
Commission Chair



To	Date
Parks & Recreation Commissioners	June 24, 2026

**Agenda Placement # VI.A**

Commission Business, Action Items & Recommendations

**Subject**

Feedback Signs

**Background/Facts**

The Commission requests to discuss creating signs for feedback at each park.

**Recommended Action**

**Attachments**

None

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



To	Date
Parks & Recreation Commissioners	June 24, 2026

**Agenda Placement # VI.B**

Commission Business, Action Items & Recommendations

**Subject**

45th Parallel Monument Proposal

**Background/Facts**

The Arts and Culture Commission (ACC) has provided a high level proposal for a monument at the 45th Parallel in the Southwood Nature Preserve. The ACC would like any questions and feedback from the PRC before proceeding any further with the project.

**Recommended Action**

**Attachments**

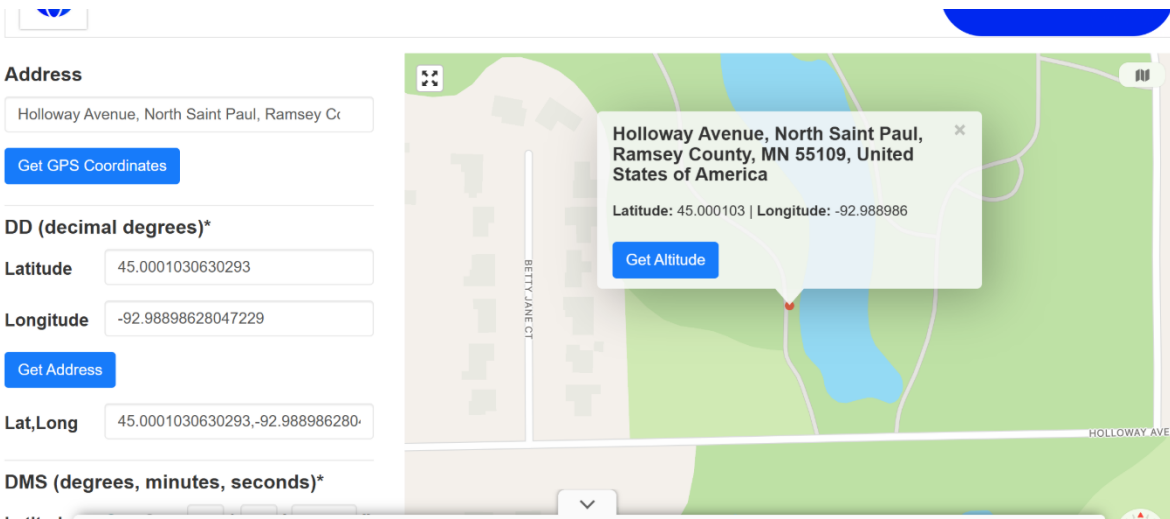
1. 45th Parallel Monument Proposal

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

## 45<sup>th</sup> Parallel Monument Proposal

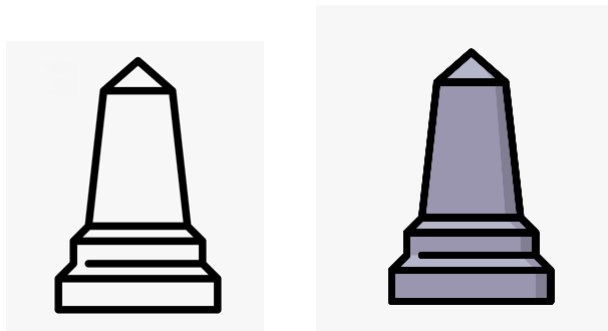
Proposed location

### Southwood Nature Preserve



We are proposing a small obelisk or pillar for the location.

Obelisk



It would be unique to North St Paul in that no other city has chosen this form.

Both Rotary Park and Veterans Park include granite monuments, and a 45th-parallel marker would align well with the established aesthetic of North St. Paul's parks. I've reached out to each park's independent board to determine which vendor fabricated their monuments.

Veterans Park



Rotary Park



## Wording for plaque or monument

### 45th Parallel

This boulder marks 45°00'00" N, 92°59'21" W, a point exactly halfway between the Equator and the North Pole.

Placed by the City of North Saint Paul Arts & Culture Commission 2026



## Wording for Interpretive Sign

### North Saint Paul on the 45th Parallel

At this location, you stand on the 45th parallel north, one of the major circles of latitude used in geography and navigation.

North Saint Paul is part of a small group of cities worldwide that lie precisely halfway between the Equator and the North Pole.

From this point, both the Equator and the North Pole are approximately 3,107 miles away.

The map of Minnesota shows where the 45th parallel north crosses our state, and the world map beside it shows how this latitude sits halfway between the Equator and the North Pole.

#### The 45th Parallel in Minnesota



#### The 45th Parallel in the World

Map content

- A simple world map with these lines clearly marked:
- **Equator (0°)** — bold, centered
- **45° North** — highlighted, running through North America, Europe, and Asia
- **45° South** — highlighted, showing how it crosses mostly ocean
- **North Pole (90° N)** — labeled at the top
- **South Pole (90° S)** — labeled at the bottom



To	Date
Parks & Recreation Commissioners	June 24, 2026

**Agenda Placement # VII.A**  
Reports from Staff

**Subject**  
Budgets

**Background/Facts**  
Attached to the packet are the up to date Parks Fund and Park Dedication Fund budgets.

**Recommended Action**

**Attachments**  
1. Park Funds Balance Sheet 5.31.26

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

034-PARK DEDICATION FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
<u>ASSETS</u>					
034-1010	CASH	471,182.91	853.06CR	1,543.21	472,726.12
034-1033	S/A RECEIVABLE	0.00	0.00	0.00	0.00
034-1040	ACCOUNTS RECEIVABLE	0.00	0.00	0.00	0.00
034-1042	ACCOUNTS RECEIVABLE MODULE	0.00	0.00	0.00	0.00
034-1045	ACCRUED UTILITIES	0.00	0.00	0.00	0.00
034-1054	DUE FROM OTHER FUND	0.00	0.00	0.00	0.00
034-1060	INTEREST REC INVEST	2,638.58	0.00	2,638.58CR	0.00
034-1061	MARKET VALUE ADJUSTMENT	0.00	0.00	0.00	0.00
034-1888	REVENUE CLEARING	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL ASSETS		473,821.49	853.06CR	1,095.37CR	472,726.12
<u>LIABILITIES</u>					
034-2010	AP PENDING (DUE TO POOL)	0.00	0.00	0.00	0.00
034-2011	ACCOUNTS PAYABLE OTHER	0.00	0.00	0.00	0.00
034-2026	DUE TO OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
034-2027	DUE TO OTHER FUNDS	0.00	0.00	0.00	0.00
034-2029	USE TAX PAID	0.00	0.00	0.00	0.00
034-2030	SALES TAX	0.00	0.00	0.00	0.00
034-2888	EXPENSE CLEARING	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL LIABILITIES		0.00	0.00	0.00	0.00
<u>FUND EQUITY</u>					
034-2900	FUND BALANCE	473,821.49CR	0.00	0.00	473,821.49CR
TOTAL REVENUES		<u>0.00</u>	<u>853.06</u>	<u>1,095.37</u>	<u>1,095.37</u>
TOTAL FUND EQUITY		473,821.49CR	853.06	1,095.37	472,726.12CR
BALANCE		0.00	0.00	0.00	0.00

063-PARK FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
<u>ASSETS</u>					
063-1010	CASH	881,882.44	10,313.62	44,326.71	926,209.15
063-1033	S/A RECEIVABLE	0.00	0.00	0.00	0.00
063-1040	ACCOUNTS RECEIVABLE	30.00	10.00	0.00	30.00
063-1042	ACCOUNTS RECEIVABLE MODULE	1,800.00	0.00	0.00	1,800.00
063-1054	DUE FROM OTHER FUND	0.00	0.00	0.00	0.00
063-1060	INTEREST REC INVEST	4,633.07	0.00	4,633.07CR	0.00
063-1061	MARKET VALUE ADJUSTMENT	0.00	0.00	0.00	0.00
063-1888	REVENUE CLEARING	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL ASSETS		888,345.51	10,323.62	39,693.64	928,039.15
<u>LIABILITIES</u>					
063-2010	AP PENDING (DUE TO POOL)	28,533.97CR	4,750.00CR	23,783.97	4,750.00CR
063-2011	ACCOUNTS PAYABLE OTHER	0.00	0.00	0.00	0.00
063-2026	DUE TO OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
063-2027	DUE TO OTHER FUNDS	0.00	0.00	0.00	0.00
063-2029	USE TAX PAID	0.00	0.00	0.00	0.00
063-2030	SALES TAX	0.00	0.00	0.00	0.00
063-2039	PARK DEPOSIT	10,983.46CR	3,150.00	13,450.00CR	24,433.46CR
063-2060	DEFERRED REVENUE	20,300.00CR	2,815.00	20,150.00CR	40,450.00CR
063-2888	EXPENSE CLEARING	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL LIABILITIES		59,817.43CR	1,215.00	9,816.03CR	69,633.46CR
<u>FUND EQUITY</u>					
063-2900	FUND BLANCE	828,528.08CR	0.00	0.00	828,528.08CR
TOTAL REVENUES		0.00	11,538.62CR	36,203.41CR	36,203.41CR
TOTAL EXPENDITURES		<u>0.00</u>	<u>0.00</u>	<u>6,325.80</u>	<u>6,325.80</u>
TOTAL FUND EQUITY		828,528.08CR	11,538.62CR	29,877.61CR	858,405.69CR
BALANCE		0.00	0.00	0.00	0.00