

**CITY OF NORTH ST. PAUL
PARKS AND RECREATION COMMISSION
MEETING MINUTES**

**May 22, 2019
6:30 PM**

North St. Paul City Hall – Sandberg Room
2400 Margaret Street

I. CALL TO ORDER

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

II. ROLL CALL

Present: Lloyd Grachek, Chair
Laura Greenlee-Karp, Vice Chair
Larry Amsden
Heather Haas
Ingrid Koller
Nancy Thorsen
Sarah Zahradka
Tim Cole

Council Liaison: Candy Petersen (Absent)

Staff: Debra Gustafson, Strategic Operations Director / PRC Liaison
Keith Stachowski, Parks Coordinator
Cynthia Govan, Community Development

Ex-Officio: Jim Naughton, NSPAA

Others: None

III. ADOPT AGENDA

On motion by Commissioner Zahradka, seconded by Commissioner Thorsen with all present voting aye, motion carried to adopt the agenda.

IV. APPROVAL OF MINUTES

Approve the April 24, 2019 regular meeting minutes.

On motion by Commissioner Koller, seconded by Commissioner Haas with all present voting aye, motion carried to approve the April 24, 2019 meeting minutes.

V. MEETING OPEN TO THE PUBLIC

Note: This is a courtesy extended to persons wishing to address the Commission concerning issues that are not on the agenda. This discussion will be limited to 15 minutes.

VI. PUBLIC HEARINGS

NONE.

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. Review/Discussion/Recommendation: Park Clean-Up Update: Stachowski was contacted by North High School with the possibility of canceling the Park Clean-Up day on April 27th due to the poor weather forecast. Stachowski said the Park Clean-Up was not cancelled and went very well.

B. Review/Discussion/Recommendation: Food Truck Night: PRC will host its first Food Truck Night on July 24th at Hause Park. Once the Hause Park address is added to the Food Truck Night flyer, it will be ready for distribution. Stachowski will have a conversation with Sandy Fabio available vendors and select six food truck vendors and provide update at the June 26 meeting.

C. Review/Discussion/Recommendation: Green Space: Haas recommended Council Liaison Candy Petersen bring up the new development downtown at the leadership retreat; what is the plan for green space?

D. Review/Discussion/Recommendation: Landscape & Playgrounds
Commissioner Thorsen motioned, Chair Grachel seconded the recommendation to increase the Colby Hills playground project budget by \$4,825 to meet ADA requirements outlined in the Colby Hills Site Plan. ADA plan is to curb cut and pedestrian ramp, standard block retaining wall,

Vice Chair Greenlee-Karp motioned, Commissioner Haas seconded to recommend adding a pathway at Polar Park to Shawnee, and to equipment. Use concrete instead of blacktop for up to \$8,000.

Vice Chair Greenlee-Karp motioned, Commissioner Cole seconded to recommend adding concrete pathway at Tower Park from 3rd Ave E to equipment for \$1,170.

E. Review/Discussion/Recommendation: Pickleball / Tennis Courts:

Staff stated they are still waiting for one more bid for the Pickleball / Tennis Courts. Once received staff is planning to present the project to City Council. Gustafson will notify the Commission when the item is on the agenda.

VIII. REPORTS FROM STAFF

- A. Review/Discussion: Budget Update – May.** The agenda packet included the Budget Update. Vice Chair Greenlee-Karp stated that \$500 which was previously budgeted/approved will be used for Polar Explorers for hats, 25 for adults and 75 for children. Punch cards will be used.
- B.** Vice Chair Greenlee-Karp will meet with Gateway Cycle to discuss programming; suggest reaching out to nursing home residents to put together eggs in advance.
PRC recommended to postpone Movie in the park until 2020.
PRC recommended to increase budget for Egg Hunt from \$700. To \$800.
Commissioner Koller asked for contributions for silent auction by 7/10.
Commissioner Cole will donate coffee pots.

IX. REPORTS FROM COMMISSIONER AND PARK LIASIONS

PRC recommended that the bridge at Casey Lake be repaired and not removed. Staff Gustafson has had a conversation with Public Works Director Fleischhacker regarding installing caution signage that the bridge needs repair. He is currently submitting for bids to repair bridge. Also, Hockey Rink Boards at Casey needs broken boards replaced.

X. ADJOURNMENT

On motion by Commissioner Cole, seconded by Commissioner Haas, with all present voting aye, motion carried to adjourn the meeting at 8:00 pm.

Next meeting: June 26, 2019, at Casey Lake.