

**CITY OF NORTH ST. PAUL
PARKS AND RECREATION COMMISSION
REGULAR MEETING MINUTES
June 26, 2019
6:30 PM**

North St. Paul Casey Lake Park

I. CALL TO ORDER

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

II. ROLL CALL

Larry Amsden

Lloyd Grachek, Chair

Ingrid Koller

Nancy Thorsen

Sarah Zahradka

Heather Haas (Absent)

Tim Cole

Laura Greenlee-Karp, Vice Chair (Absent)

Ex-Officio: Jim Naughton

Council Liaison: Candy Petersen – (Absent)

**Staff: Debra Gustafson
Keith Stachowski
Olivia Boerschinger**

III. ADOPT AGENDA

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

IV. APPROVAL OF MINUTES

A. Approve the May 22, 2019 regular meeting minutes.

On motion by Commissioner Thorsen, seconded by Commissioner Cole with all present voting aye, motion carried to approve the May 22nd 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.

The following items were discussed at the Community meeting from 6-6:30pm:

- Walkway by bridge/fishing dock dead tree to be addressed
- Consider dog park – consider mixed use rink space
 - was addressed a few year ago by PRC
 - looking for a larger piece of space/land based on research

- cost concern about double gates, insurance
- downtown/lowertown using rock base, option for smaller space
- place near downtown to assist with increasing density and need of greenspace
- Upkeep in the winter done well, good communication between Public Works/Maintenance
- Update the rink, keep maintained and looking nice in the summer, lack of quality of ice when flooding
- Bridge to fields 3 and 4 needs repair and clean-up, makes sure trail and bridge are ADA compliant
- Solution for growth on Lake, experiment at Bald Eagle to control weeds
- Parking lot activity, picnic table activity exchanges, call 911 when noticing suspicious activity
- Plan for Buckthorn removal in the park – volunteers so far, maybe forester, and watershed takes care of some of it, upper Casey pine tree
- Grease on playground swing, ordering new piece in order to keep warranty
- Public safety – upcoming 4th of July park monitoring

VI. PUBLIC HEARINGS

NONE.

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

- A. Review/Discussion/Recommendation: Summer Concert Update:** Gustafson reported that the June summer concert was cancelled due to weather concerns and will not be rescheduled. The park is reserved the following Thursdays, with the next concert occurring on July 25 featuring the MT Pockets. The August 15th concert is traditionally a kid's concert but will be open to more ages.
- B. Review/Discussion/Recommendation: Food Truck Night – Meeting at Hause :** Stachowski reported the event is on July 24th with a band scheduled from 6:30-8pm. He has been working with Sandy Fabio to find vendors that are interested and already licensed with the City and local vendors. Some vendors expressed interest but were looking for more specific estimates of attendance before committing. Stachowski also expressed working on pushing event communications to encourage people to attend.
- C. Review/Discussion/Recommendation: Colby Hills Playground Project Update:** Gustafson reported ADA updates were approved by City Council but costs could still be in fluctuation by a few hundred dollars due to some material changes from asphalt to concrete. The project has experienced delays from the contractor not calling in locates or having proper tools. The work should start moving along since delays have been resolved. The contractors will be placing the playground first, then site modifications will occur. PRC inquired if the park fence needs to be replaced. Gustafson responded that Public Works has received bids for the work but no decisions or work has been started.
- D. Review/Discussion/Recommendation: Pickle Ball / Tennis Courts Update:** Gustafson reported the Pickleball and Tennis Court project at Silver Lake was approved at the City Council meeting on June 18th. The budget for the project increased \$1500 due to required ADA specifications. Stachowski is currently coordinating with the vendor and WSB to schedule the project.
- E. Review/Discussion/Recommendation: Polar Park Update:** Commissioner Zahradka motioned, Commissioner Koller seconded the approval of WSB Polar Park Plan in an amount not to exceed \$2000.

Discussion was held. PRC felt the plans could be helpful to get ADA feedback, even if concepts change. Commissioner Koller inquired if another community meeting will be held since community feedback is now dated. The consensus of the PRC was that there was not a need to schedule another Community Meeting at Polar Park since they received feedback regarding Polar Park at a community meeting in 2018. Koller also inquired why this park was selected and why the new process since it has not been done before. Commissioner Thorsen suggested the cost is reasonable since it may cost more to backtrack or have to make changes to park updates that had been missed previously. Chair Grachek suggested including the plan in the Park Improvement Plan for improvements. Stachowski mentioned the formal plan helps with surfacing and envisioning the location of amenities.

- F. Review/Discussion/Recommendation: Summer Programming Update:** Gustafson reported that the June 25th Bike Clinic with Gateway Cycle had 60 attendees with 30 new attendees not from previous events. There are three more events, two in July and one in August. Commissioner Koller suggested advertising for Food Truck Night with the parents at the upcoming summer programming,
- G. Review/Discussion/Recommendation: Silver Lake Beach – Lifeguard Schedule:** Gustafson reported that staff received a suggestion to start the lifeguards one week earlier in upcoming years and is seeking feedback from PRC regarding the suggestions. Commissioner Koller stated \$8000-\$9000 of the cost of the lifeguards is covered from Silver Lake Splash, with Chair Grachek adding the remainder comes from the City. Stachowski recommended looking into the data of how well attended the first and last week's are as well as weather concerns. Gustafson asked Commissioner Koller to complete a final week assessment this year.
- H. Review/Discussion/Recommendation: Southwood Nature Preserve Budget Request 2020:** Commissioner Thorsen motioned, Commissioner Koller seconded to recommend the approval for a \$6500 budget for the Southwood Nature Preserve for the 2020 budget year.

Gustafson reported a review of the proposed 2020 Southwood Nature Preserve Budget. Last year, PRC recommended and City Council approved a \$6000 budget. The proposed budget requests \$6500 for budget year 2020. Commissioner Amsden expressed the Southwood Nature Preserve does not 'show' outcomes annually like a new playground or parks improvements. Can anything be done to improve the Nature Preserve or change outcomes? Stachowski suggested the large majority of the proposed budget is for maintenance. PRC had discussion and questions over what the \$500 increase would be used for and how costs are determined for the budget.

Review/Discussion/Recommendation: SPLASH Update: Commissioner Koller reported that things are going well and more people have signed up to volunteer and food vendors have been determined. A few committee members will be selling raffle tickets at the car shows in the coming weeks. The website appeared to be showing last year's date when searching, but the correct information is now on the site. Commissioner Koller asked for recommendations for silent auction items from the PRC.

VIII. REPORTS FROM STAFF

- A. Review/Discussion: Budget Update:** The agenda packet included the May Budget Update.

IX. REPORTS FROM COMMISSIONERS & PARK LIAISONS

- A. Review/Discussion:** Commissioner Zahradka requested to have Casey Lake Shelter acoustics placed on the July agenda.

X. ADJOURNMENT

On motion by Commissioner Cole, seconded by Commissioner Koller, with all present voting aye, motion carried to adjourn the meeting at 8:22 pm.

Next meeting: July 24, 2019 at Hause Park (Community Meeting from 6-6:30pm)