

**CITY OF NORTH ST. PAUL
PARKS AND RECREATION COMMISSION
REGULAR MEETING MINUTES
September 25, 2019
6:30 PM**

North St. Paul City Hall

I. CALL TO ORDER

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

II. ROLL CALL

Present: Larry Amsden
 Lloyd Grachek, Chair
 Ingrid Koller
 Sarah Zahradka
 Tim Cole
 Nancy Thorsen

Absent: Laura Greenlee-Karp, Vice Chair
 Heather Haas

Ex-Officio: Jim Naughton, NSPAA

Council Liaison: Candy Petersen

Staff: Debra Gustafson
 Keith Stachowski

III. ADOPT AGENDA

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

IV. APPROVAL OF MINUTES

A. Approve the August 28, 2019 regular meeting minutes.

On motion by Commissioner Zahradka, seconded by Commissioner Cole with all present voting aye, motion carried to approve the August 28, 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

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

- A. **Review/Discussion/Recommendation:** Halloween Update – Commissioner Zahradka provided an update of the event that is scheduled on October 26th from 2-4pm. Zahradka thanked Parks Coordinator Stachowski for all his help with securing organizations to participate at the event. Staff will bring bags for participants that forget to bring one. Zahradka stated she has décor for the building and will create a Halloween playlist for the event.
- B. **Review/Discussion/Recommendation:** Tennis Court Update – The asphalt portion of the project as been completed. The asphalt needs to cure prior to seal coating and striping the courts. Due to the upcoming cold weather and street project construction near the tennis courts the courts will be sealed and striped in the spring of 2020. Commissioner Koller recommended providing a project update on Facebook so the community is aware of the status of the project.
- C. **Review/Discussion/Recommendation:** Summer Meeting Locations: The PRC recommended the following meeting locations for 2020:
Wednesday, June 24th Southwood Park
Wednesday, July 22th Dorothy Park
Wednesday, August 26th Rotary Park
- D. **Review/Discussion/Recommendation:** Star Watch – Registration is currently full. Commissioners Amsden, Zahradka and Cole plan to volunteer at the event. Commissioner Thorsen mentioned we would need the following items for the event: Hot Cocoa, Bottled Water, Cookies, Napkins and the donation boxes, she also mentioned Mike Lynch is planning to be on site sometime around 4 to 4:30 p.m. Gustafson mentioned she has not received an invoice yet from Mike Lynch.
- E. **Review/Discussion/Recommendation:** Dog Park – Gustafson and Stachowski shared dog park development consideration and presented the tennis courts at McKnight Park as a possible location for a dog park. Commissioner Zahradka stated she is pro dog park but stated McKnight may not be the right location for a dog park. Commissioner Cole he didn't feel McKnight is right location for the dog park and also expressed concerns regarding park maintenance and insurance. Commission Koller stated concerns about unpredictable environments of dog parks. Chair Grachek stated that with limited park funding, he'd prefer to put park funding toward new playground equipment. The Commission suggested investigating other locations for a possible dog park location at a later date. Locations mentioned at the meeting were: the empty lot by Sidewinders, lot kitty corner from Sandberg Funeral Home and a lot near 3rd Street and 7th Avenue. The Commission also suggested having further discussion regarding demolition of the condemned east tennis courts at McKnight.
- F. **Review/Discussion/Recommendation:** Polar Explorers Program Review. Parks Commissioner reviewed at the last PRC meeting. No further discussion was needed.

VIII. REPORTS FROM STAFF

- A. **Review/Discussion: Budget Update** – Gustafson summarized revenue/expenditures for August 2019.
- B. **Review/Discussion: Volunteer Appreciation – November 6 @ 6pm** – Gustafson invited the Commission to the Volunteer appreciation event at Casey Lake Park Shelter on November 6th.
- C. **Review/Discussion: Eagle Scout Bench Project** – Gustafson informed the PRC that the City Council approved funding from the Park Fund to fund an Eagle Scout Bench Project.

D. Review/Discussion: Gustafson stated that she is transitioning the PRC responsibilities to Park Coordinator Stachowski based on new administrative responsibilities she will be responsible for. She is planning to attend both the October and November meetings.

IX. REPORTS FROM COMMISSIONERS & PARK LIAISONS

A. Review/Discussion:

X. ADJOURNMENT

On motion by Commissioner Zahradka, seconded by Commissioner Cole, with all present voting aye, motion carried to adjourn the meeting at 7:51 pm.

Next meeting: October 23, 2019 meeting at City Hall-Sandberg Room at 6:30 p.m.