

**MINUTES OF THE REGULAR MEETING
PARKS & RECREATION COMMISSION
LITTLE CANADA, MINNESOTA**

March 1st, 2018

Pursuant to due call and notice thereof a regular meeting of the Parks & Recreation Commission of the City of Little Canada, Minnesota, was held on the 1st of February in the Council Chambers of the City Center located at 515 Little Canada Road East in said city.

Chair Dave Miller called the meeting to order at 6:30 p.m. and the following members of the commission were present:

MEMBERS PRESENT: Ms. Anna Abruzzese
 Ms. Sharen Darling
 Ms. Rose Chu
 Mr. Ron Horwath
 Mr. Dave Miller
 Mr. Peter Schletty

ABSENT: Mr. Tom Ray

ALSO PRESENT: Mr. Bryce Shearen, Parks and Recreation
 and Community Services Manager
 Ms. Anna Leibel, Recording Secretary
 Ms. Vanessa Van Alstine, Cable TV Prod.

MINUTES

Schletty made a motion to approve the minutes from the February meeting. Horwath seconded the motion. The motion passed 6 – 0.

**PARKS
MASTER
PLAN
UPDATE**

The Community Services Manager reported the Commission had attended a workshop with SEH on February 22 to discuss the plan for Spooner Park, Pioneer Park, the trails and existing park facilities. Comments from the workshop would then be incorporated into the draft of the master plan. He stated the draft plan would be prepared one week in advance of the March 22 joint workshop with the City Council and Parks and Recreation Commission. Chair Miller stated he would like to see a vision for the two remaining properties the City planned to buy on Little Canada Road and Round Lake. He explained the plan should also outline the future concepts the Commission has discussed for Veteran’s Memorial Park. Abruzzese suggested the vision for the overall parks be used to influence the use of the additional space. Chair Miller explained it was important to hold SEH

**MINUTES
PARKS & RECREATION COMMISSION
March 1, 2018**

to the deadline for the draft plan so the Commission and Council would have time to review. The Community Services Manager stated the Council agreed. The Community Services Manager stated the workshop would be held on March 22 at 6:00 p.m. and he was hoping to have dinner for everyone. The Community Services Manager stated the Parks Master Plan would go back to the Commission at their May meeting. At that time, the Commission would then review the draft plan and recommend plan to Council for adoption. He explained there would be a public hearing on the plan at a Council meeting. The Comprehensive Plan would also be going to the City Council around that time. Schletty asked if the Council would like members of the Commission present at the public hearing. The Community Services Manager stated that would be a good idea.

**VETERAN'S
MEMORIAL
PARK
DONATIONS**

The Community Services Manager stated the Commission had discussed changes to the Veteran's Memorial Park donation policy at their last meeting. He explained staff had created a draft donation policy, which states the acceptable uses of the fund. The Community Services Manager stated acceptable uses included repairs, enhancements, and programming at Veteran's Memorial Park, and routine maintenance expenses would not be drawn from the fund. He stated all requests to use the money would be brought to the Commission for recommendation and then to the City Council for approval. Horwath asked if the fund would need reserves to purchase the properties on Little Canada Road next to the park. The Community Services Manager stated the properties could be purchased with funds from the Park Land Acquisition Fund. The Community Services Manager stated staff would not actively seek donations from businesses, but purchasing a paver would be advertised in the Le Petit and on the website. Darling asked if there were many available pavers left. The Community Services Manager stated there was plenty of space left. Schletty suggested the pavers be advertised around days like Memorial Day and other veteran's events and holidays. He clarified the programming should only be used for veterans related programming. Chu asked number two be reworded to state "to be used" to match the other statements. **Chair Miller made a motion to approve the Veteran's Memorial Park donation policy with the changes mentioned. Horwath seconded the motion. The motion was unanimously approved.** Chu asked a version date be included on the document.

**MINUTES
PARKS & RECREATION COMMISSION
March 1, 2018**

**GILBERTSON
FIELD PLAQUE**

The Community Services Manager reported he had a sample of the plaque for the recognition to the LCRA and their donation for the regrading, new fencing, and drinking fountain at Gilbertson Field. He stated the field would be ready for spring ball. The Community Services Manager stated the plaque was made from a poly vinyl material to deter the plaque from being taken. He stated the plaque was \$35. Darling asked if the plaque could be larger. Chair Miller said a larger plaque on the backstop fence may impede viewing, but suggested two plaques be created. The Community Services Manager stated the plaque was 8 inches by 12 inches and they could be placed on the fence near both dugouts. Chu noted the print was in all capital letters. She suggested the lettering be larger for the first letter of each word to make it easier to read. Chu asked positive kerning be used to make it easier to read. **Darling made a motion to approve two 8 inch by 12 inch plaques to be placed on the dugout fence. Abruzzese seconded the motion. The motion was unanimously approved.**

Chair Miller asked if the Commission should send a formal thank you to the LCRA. It was suggested that Ray could thank them at an LCRA meeting, and a picture of the new plaques could be given to the LCRA as well. Chair Miller suggested a newsletter article be written to acknowledge the LCRA and the field improvements. He suggested the LCRA President, Jon Joriman, be invited on the park tour and a picture be taken of the plaques.

**THUNDER BAY
WESTWINDS
TRAIL
CLEARING**

The Community Services Manager reported the Public Works Director was receiving many phone calls regarding the trees and other vegetation being cut down by Xcel Energy underneath the powerline trail. He explained a federal law was passed that required Xcel Energy to clear the area below the powerlines to prevent outages. The Community Services Manager stated many residents were upset because Xcel Energy's easement included their property, and their trees had been cut down. He explained the area looked very bare, but the Commission could consider pollinator gardens and a list of acceptable plantings to restore the area. The Community Services Manager stated residents of the area would like to be involved in this process. Darling asked if Xcel Energy would have to come back in a few years and cut the new plantings down. The Community Services Manager stated the handouts regarding new plantings were given to the City by Xcel Energy and were acceptable under the new law. Chair Miller noted the plantings couldn't begin until next year so the Commission had time to think about the plantings. Chu asked if this would be included in the Parks Master Plan. The Community Services Manager stated he had spoken with SEH about this project. Horwath asked if the ponding near Valento and Arcade would also have to

MINUTES
PARKS & RECREATION COMMISSION
March 1, 2018

be cleared. The Community Services Manager stated the vegetation would be taken out there as well. Chu asked if SEH could propose a plan for the plantings. Chair Miller stated it would be an additional cost. Chu suggested information about the new law and the City's plans to restore the area be included in the next edition of the Le Petit.

**OTHER
BUSINESS**

The Community Services Manager reported the Market Place Morning Talk topic is Heart Mood, Healthy Body on March 14th at the Bingo Hall.

The Community Services Manager reported summer activity registration is open and firearm safety will be offered as a hybrid online and in person class. He stated there will also be a youth pickleball class and an adult pickleball lessons offered this summer.

The Community Services Manager reported senior exercise takes place year round, every Wednesday and Friday from 1:30 – 2:30 p.m. at the Old Fire Hall.

ADJOURN

Horwath moved the meeting be adjourned

Motion seconded by Darling.

Motion carried 6 – 0.

There being no further business, the meeting was adjourned at 7:15 p.m.

Respectfully submitted,
Anna Leibel
Recording Secretary