

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

JULY 7, 2022

Pursuant to due call and notice thereof a regular meeting of the City Council of Little Canada, Minnesota was convened on the 7th day of July, 2022 in the Council Chambers of the City Center located at 515 Little Canada Road in said City.

Chair Miller called the meeting to order at 6:30 p.m. and the following members of the Parks & Recreation Commission were present at roll call:

PARKS & RECREATION COMMISSION: Horwath, Miller, Mui, Schletty, Chu, and Abruzzese.

ABSENT: Hipp

ALSO PRESENT: Parks & Rec/Community Services Director Bryce Shearen, and Recreation Coordinator Sierra Hietala

MINUTES

Commissioner Schletty made a motion to approve the May 5, 2022, Parks & Recreation Commission minutes as submitted. Commissioner Chu seconded the motion. The motion was unanimously approved.

PARKS AND RECREATION MISSION STATEMENT

Chair Miller read the parks and recreation mission statement.

OLD BUSINESS: RONDEAU PARK UPDATE

The Parks & Rec Director stated that a majority of the site work has been completed but noted they are still waiting on the picnic shelter as there have been extreme delays on that type of material. He noted that benches, bike racks, and drinking fountains will still be installed. He stated that the basketball hoop has been installed and the court will be resurfaced. He stated that the community build for the playground will occur next week and once that is completed, the poured-in-place rubber surfacing will be completed. He stated that they are still on schedule at this time for a park opening in mid-August, but that will be dependent on the poured-in-place rubber surface installation.

The Recreation Coordinator stated that the subcommittee met on June 23rd and provided an update on the meeting discussions. She stated that they have not had many volunteers sign up noting that 30 slots are still open for both the morning and afternoon timeslots.

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Commissioner Schletty commented that the subcommittee members have been canvassing the neighborhood to try to gain volunteers for the project. He stated that there has been some interest and hoped that some of those people would show up on the day of the build.

Chair Miller stated that he did receive an email and received confirmation that the email was sent to those members that participated in the last community build. He encouraged staff to send another email blast.

The Recreation Coordinator encouraged residents to sign up to volunteer.

Commissioner Abruzzese stated that she has not signed up as she will have her children but is planning to attend the event and assist for as long as she can.

Commissioner Mui commented that when he was out in the neighborhood many neighbors said they were unsure how to sign up.

The Recreation Coordinator noted that the flyer does include multiple methods to reach out to staff and/or sign up. She stated that she did receive several calls from residents.

The Parks & Rec Director commented that the volunteer numbers are low at this time but recognized that it is being done on a Friday. He stated that the benefit of doing this on a Friday is that staff can be utilized as well noting that the City Administrator has authorized staff to participate in the community build.

Commissioner Chu commented that she does believe there is a conflict with the Friday option because people do have to work. She also commented on the possible technology gap, as not everyone is technologically savvy.

OLD BUSINESS: PIONEER PARK UPDATE

The Parks & Rec Director provided background information on the proposed project and grant application that the City submitted in March. He noted that the grant has a maximum award of \$300,000 and the City was recently notified that it will be awarded \$300,000. He reviewed the proposed project timeline noting that if everything moves accordingly, the project is proposed for construction in 2023.

Chair Miller noted that this is a great example of planning for what they want and not being confined to the City budget, as they have yet again been able to secure outside funding.

The Parks & Rec Director noted that with this recent grant award, it brings the total for this project to approximately \$700,000 that will be received from outside entities.

NEW BUSINESS: RECREATION COORDINATOR UPDATE

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The Recreation Coordinator highlighted upcoming events and park programming opportunities. She confirmed that there are scholarship opportunities available for programming activities for those members of the community that need assistance.

Commissioner Mui stated that he had multiple residents approach him stating that they were confused about where activities were occurring that were mentioned on the back of the newsletter.

NEW BUSINESS: DUGOUT COVERS AT PIONEER PARK

The Parks & Rec Director stated that there are a lot of infected ash trees at Pioneer Park that are scheduled for removal, which will change the character of the park as it will remove a lot of shade. He stated that staff previously reached out to LCRA to determine if they would be interested in contributing to a project to cover the dugouts to provide some sort of shade for ball players. He reported that LCRA recently met and approved an expenditure for dugout covers at Pioneer Park. He stated that staff would recommend that the City accept the donation from LCRA for this purpose.

Chair Miller stated that the Master Plan was developed to plan for the future of the park and allow things to move quickly when the opportunity presents itself.

Commissioner Horwath commented that this will be a great addition to the park.

Horwath introduced the following motion:

RECOMMENDING THAT THE CITY COUNCIL ACCEPT THE DONATION FROM LCRA AND INSTALL THE DUGOUT COVERS AT PIONEER PARK

The foregoing motion was duly seconded by Mui.

Ayes (6). Nays (0). Motion passed.

Commissioner Chu asked when the dugout covers would be installed.

The Parks & Rec Director replied that the intent would be to complete the installation as soon as possible.

REPORTS FROM COMMISSIONERS

Chair Miller thanked the members of the subcommittee for their work.

The Parks & Rec Director agreed that the subcommittee assisted in taking that burden off staff.

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UPDATES

The Parks & Rec Director reported that Night to Unite will take place on August 2nd and asked that neighborhood parties be registered by July 15th if they would like the fire department, police, and/or elected officials to stop by the party. He also noted that Canadian Days will be held at the end of July, which will be a busy weekend.

Commissioner Horwath asked how the Commission will participate in the event.

The Parks & Rec Director replied that in the past the Commission has hosted a booth as it was soliciting feedback but noted that at this time there is not a booth planned. He stated that if the Commission feels there is a need, he could determine if there could be a booth space available.

Commissioner Abruzzese commented that if there is a City booth at Canadian Days, perhaps there could be information available about the parks projects that are going forward and the grant funds that have been received.

Chair Miller commented that perhaps at the next meeting the group could discuss what is next as the Rondeau and Pioneer Park projects are moving forward.

The Parks & Rec Director commented that the bike racks have been received and they are awaiting installation in the parks.

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

Respectfully submitted,

Amanda Staple
TimeSaver Off Site Secretarial, Inc.