

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

OCTOBER 6, 2022

Pursuant to due call and notice thereof a regular meeting of the City Council of Little Canada, Minnesota was convened on the 6th day of October 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, and Abruzzese.

ABSENT: Chu, and Hipp

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

MINUTES

Commissioner Horwath made a motion to approve the September 1, 2022, Parks & Recreation Commission minutes as submitted. Commissioner Mui seconded the motion. The motion was unanimously approved.

PARKS AND RECREATION MISSION STATEMENT

Commissioner Horwath read the parks and recreation mission statement.

OLD BUSINESS: PIONEER PARK UPDATE

The Parks & Rec Director provided an update on the progress at Pioneer Park. He stated that he sent out an RFQ for the playground and summarized the items included within. He stated that the deadline for submission is October 21st and then staff will complete additional community outreach. He advised of the neighborhood meeting that will take place on October 27th and invited members of the Commission to attend. He highlighted the upcoming dates at which staff will present to City Council items for approval with the intent to begin construction in the spring.

Chair Miller asked if this would just be the playground equipment or whether the water feature will be included.

The Parks & Rec Director replied that this is just for the playground equipment and that the water feature would be a separate item at a later date.

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Commissioner Schletty asked if the neighborhood meeting would just be for Montreal Court, or other neighbors as well.

The Parks & Rec Director replied that other neighbors and everyone in the community will also be invited to attend the meeting and provide feedback on the playground design proposals.

NEW BUSINESS: 2022 STRATEGIC PLAN UPDATE

The Parks & Rec Director stated that the City Council recently adopted the 2022 Strategic Plan. He highlighted the themes and visions that were created in 2019 and noted it was recently updated in 2022. He commented that this was a chance for the Commission to review the updated plan and the items specific to parks and recreation.

Chair Miller commented that he likes that there are action items for the first two years to keep progress moving.

Commissioner Horwath commented that there was discussion about the concept of the parks having an identity, as was previously brought forward by Commissioner Mui. He commented that there is a gap and that is an opportunity. He commented that the facilitator did a great job of allowing open discussion while still being able to guide the process.

Commissioner Mui asked if there is more information on the diversity and inclusion items.

The Parks & Rec Director commented that he can pass on that information once more is available.

Commissioner Horwath commented that during that meeting he did mention that there was not diverse participation in that group.

Commissioner Mui commented that perhaps part of that initiative is to continue to recruit additional members from the community to participate on Boards and Commissions and in these types of processes.

NEW BUSINESS: PARKS AND RECREATION CAPITAL IMPROVEMENT PLAN

The Parks & Rec Director commented that the City Council will be reviewing the Capital Improvement Plan (CIP) at its next workshop, therefore staff felt it was an appropriate time for the Commission to review the parks-related items. He recognized that there are other departments with items included on the CIP that will all be providing input as well. He stated that he separated out the 2023 parks-related CIP projects noting that the amount is a bit higher in 2023 and in 2024 because of Pioneer Park.

Commissioner Horwath asked if any of the proposed projects seems to be out of line with the reality of what could be done.

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The Parks & Rec Director commented that staff has reviewed this list to ensure that it could be completed. He recognized that a large amount of time and funding will be spent on Pioneer Park projects.

Chair Miller commented that there is nothing included on the list that has not been thoroughly discussed. He agreed that they should be aggressive with what they can get done to accomplish that master plan. He recognized that there may need to be additional discussion related to funding in the future.

Commissioner Horwath recognized the need for continued maintenance of these new features and wanted to ensure that is considered as part of future discussions.

Commissioner Schletty stated that after the completion of Pioneer they will have accomplished a few large projects and the trend may then shift towards some smaller items. He asked for more information on the land acquisition items.

The Parks & Rec Director commented that some parcels have been identified as a desire for acquisition if they were to become available.

Commissioner Abruzzese referenced the Gervais Mill entrance project and bike rack projects and asked for details.

The Parks & Rec Director commented that those were projects approved in 2022 and therefore even if they are not fully completed in 2022, they do not need to carry forward in the CIP as the funding was already designated in 2022.

Miller introduced the following motion:

SUPPORT THE 2023 CAPITAL IMPROVEMENT PLAN PROJECTS THAT HAVE BEEN IDENTIFIED.

The foregoing motion was duly seconded by Abruzzese.
Ayes (5). Nays (0). Motion passed.

NEW BUSINESS: RECREATION COORDINATOR UPDATE

The Recreation Coordinator highlighted upcoming events. She stated that at the next meeting she will provide a detailed review of the summer Farmers Market with the Commission. She reviewed the upcoming adult and youth programming opportunities.

REPORTS FROM COMMISSIONERS

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Chair Miller stated that Commissioner Hipp sent her input before the meeting and is looking forward to the Pioneer Park improvements. He stated that he continues to be amazed at how different the nature play area at Spooner looks each time he walks by it.

Commissioner Horwath commented that he is excited about the discussion at a previous meeting about a mountain bike trail area.

Commissioner Mui commented that the logo project is continuing to move forward, and he will continue to provide updates.

UPDATES

The Parks & Rec Director provided updates on bike rack installation, the picnic shelter installation and benches at Rondeau Park, solar lighting, the Gervais Mill project, the Lennar townhome proposal, ash tree removal at Spooner Park, the progress on mountain bike trails in Spooner Park, and ash tree removal at Pioneer Park.

There being no further business, the meeting was adjourned at 7:14 p.m.

Respectfully submitted,

Amanda Staple
TimeSaver Off Site Secretarial, Inc.