

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

January 4th, 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 4th of January 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. Rose Chu
Mr. Ron Horwath
Mr. Dave Miller
Mr. Tom Ray
Mr. Peter Schletty

MEMBERS ABSENT: Ms. Sharen Darling

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

**NEW MEMBER
WELCOME**

The Community Services Manager welcomed Anna Abruzzese to the Commission. Abruzzese explained she was originally from Roseville, and recently bought a house in Little Canada. She stated she works at Hennepin County in Resident Real Estate Services as a Facilitator and Trainer. Abruzzese explained she wants to become more engaged with her community and thought the Parks and Recreation Commission would be a good fit. Chair Miller welcomed Anna to the Commission.

**ELECTION OF
VICE CHAIR**

The Community Services Manager reported the City Council has renewed Dave Miller's position as the Parks and Recreation Commission Chair. He explained the Commission needed to elect a Vice Chair. **Ray made a motion to elect Ron Horwath as the Vice Chair for 2018. Chu seconded the motion. Horwath accepted the nomination. The motion was unanimously approved.**

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MINUTES

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

**VISION
STATEMENT
AND GOALS**

The Community Services Manager reported the Commission needed to review the draft goals and vision statement for the Parks Master Plan. Schletty asked if any changes were made. The Community Services Manager stated there were a few grammar changes, but no substantial changes were made. Chu asked what the next step was, once the vision statement and goals were adopted. The Community Services Manager explained the Commission has a scheduled workshop to review the draft plan on January 11th from 5:30 – 7:30. He stated the open house was scheduled for January 25th. **Chair Miller made a motion to approve the vision statement and goals. Horwath seconded the motion. The motion was unanimously approved.**

**COMMISSION
APPOINTMENTS**

The Community Services Manager reported Chair Miller, Darling, and Sullivan's terms had ended on December 31, 2017, and Chair Miller and Darling were eligible for renewal and both agreed to another three year term. Abruzzese began her three year term, as Sullivan reached the maximum continuous number of terms.

**PROPOSED
PARK
SHELTER
RENTALS**

The Community Services Manager reported staff were proposing park shelter rental rate changes to better serve the needs of Little Canada residents. He explained the City had three shelter locations that can be rented including Spooner Park Upper Shelter, Spooner Park Lower Shelter, and the Pioneer Park Shelter on the Desoto Street Side. The Community Services Manager explained since 2015 rentals have been approximately 42% to residents and 58% to non-residents. He noted the fee structure changed in 2016 to increase rates slightly, and include a separate damage deposit for residents and non-residents. The Community Services Manager stated it is relatively easy for non-residents to claim they are a resident, and the damage deposit should be equal regardless of residency. He stated many rentals in 2017 had violated rental rules, gone over shelter capacity, and left large amounts of trash. The Community Services Manager stated this had resulted in additional staff time and costs, which were sometimes greater than the damage deposit. He explained the proposed changes would allow residents to register between January 2 and March 31. The Community Services Manager noted non-residents could register beginning April 1, and residents could register after the priority deadline. He reported the proposed changes would increase the damage deposit to \$250 for residents and non-residents. In addition, the Community Services Manager stated renters would receive

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an email three days prior to their scheduled event with a list of rules, a reminder to pick up the key, and a warning that the Ramsey County Sheriff would stop by to ensure rules are followed. Chair Miller asked what the damage deposit was currently. The Community Services Manager stated it was \$100. Ray asked if the damage deposit could be partially returned if the damage didn't equal the full amount. The Community Services Manager explained a partial refund was given when warranted. He stated damage deposits are taken in the form of checks, and not cashed unless needed. **Horwath made a motion to adopt the park rental rate changes. Schletty seconded the motion. The motion was unanimously approved.** Chu asked if there was a list of banned renters. The Community Services Manager stated there is a list, but no names were put on in 2017. He explained when a damage deposit is not refunded staff provide a letter and pictures documenting the incident. The Community Services Manager stated he spoke with residents in the area, and the main concern was parking which is only allowed on one side, but during many events both sides are used. Chair Miller asked if the parking lot expansion would happen this year. The Community Services Manager stated it was on the prioritization list, but not yet in the Capital Improvements Plan.

**OTHER
BUSINESS**

The Community Services Manager reported the Market Place Morning Talk topic was Senior Linkage Line on January 10th.

The Community Services Manager reported there is a basketball open gym at Little Canada Elementary every Sunday night from 6:00 – 8:00pm.

The Community Services Manager reported Cookies with Santa was very successful and about 200 people came.

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.

The Community Services Manager reported the Little Canada Recreation Association is having their annual Ice Fishing Contest on February 3rd and the LCFD has a booya in conjunction with the event. Booya will be served at the fire station and on the ice.

ADJOURN

Chair Miller moved the meeting be adjourned

Motion seconded by Sullivan.

Motion carried 6 – 0.

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There being no further business, the meeting was adjourned at 6:50 p.m.

Respectfully submitted,
Anna Leibel
Recording Secretary