

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

October 30, 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 30th of October 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
Ms. Sharen Darling
Mr. Ron Horwath
Mr. Dave Miller
Mr. Tom Ray
Mr. Peter Schletty

MEMBERS ABSENT:

ALSO PRESENT: Mr. Bryce Shearen, Parks and Recreation
and Community Services Manager
Mr. Chris Heineman, City Administrator
Mr. Tom Fischer, City Council Member
Ms. Anna Leibel, Recording Secretary
Ms. Vanessa Van Alstine, Cable TV Prod.

MINUTES

Horwath made a motion to approve the minutes from the October meeting. Schletty seconded the motion. The motion passed 7 – 0.

**CITY
ADMINISTRATOR
INTRODUCTION**

The Community Services Manager introduced the new City Administrator Chris Heineman. The City Administrator stated he was happy to be in Little Canada and was thankful for all of the work the Commission has been doing.

MINUTES
PARKS & RECREATION COMMISSION
October 30, 2018

SPOONER
PARK REPORT

The Community Services Manager thanked the Commission for all of their work in responding to the online surveys and their input to prepare the grant application for the Spooner Park playground equipment. He reported the City had been awarded \$84,205.00 through the GameTime grant and that the City Council had approved the playground project. The Community Services Manager stated the Commission had chosen the Jagger's Journey playground layout with the Bayou color palette for the 5-12 play structure, and the Shine color palette for the 2-5 play structure. He explained swings, and ADA accessible swings would also be purchased for the playground. The Community Services Manager stated the estimated cost would be \$107,875.25. He explained installation costs could be decreased by having a community build. The Community Services Manager noted about 80-90 people would need to participate over a weekend to install the playground along with two professional installers. He stated it was relatively simple to put together, but would need lots of people to help. Chair Miller thanked the Community Services Manager for his work in preparing the grant application and gathering input to choose the playground. Horwath agreed the communication over email had worked well. Councilman Fischer thanked the Commission for their teamwork and noted the Council's enthusiasm for the project. Chu asked how residents could be informed about the new playground and grant award. The Community Services Manager stated the Community Survey had shown that the best way to reach residents was through the City newsletter. He stated he would put together an article for the next newsletter and share renderings of the new playground once they are received. The Community Services Manager noted Minnesota/Wisconsin Playground, a GameTime Vendor, was about 4-6 weeks out with drawings, but he would share on social media and in the newsletter as soon as he had a rendering.

2019 BUDGET
PLANNING

The Community Services Manager reported the Commission had been reviewing the Prioritization List to prepare the top three items for 2019. At the October meeting the Commission had decided on the following list:

1. Spooner Park Playground
2. Pioneer Park Playground
3. Gervais Mill Park Garden

The Community Services Manager stated the Commission also reviewed the 2019 programmed projects, which helps staff budget and allocate dollars accordingly, but is subject to budgetary limitations. He explained staff is looking for approval of the 2019 Prioritization List. Councilman Fischer asked if the Pioneer Park Playground included the project or the planning. The Community Services Manager stated it was for the planning of the project. Chair Miller suggested the word planning be added to number 2. Abruzzese asked if the GameTime grant was annual. The Community Services Manager stated it hasn't been an annual grant in the

MINUTES
PARKS & RECREATION COMMISSION
October 30, 2018

past. He wasn't sure if it would be available next year, but would know more early next year. Chu asked when the planning process would begin for the Pioneer Park planning project. The Community Services Manager stated the Pioneer Park Playground Project would be a more complex process than the Spooner Park Playground Project. He noted a consultant may be needed to lead discussions and the process may need to be phased out. The Community Services Manager explained discussions could be started early in 2019. **Schletty made a motion to approve the 2019 Budget Prioritization List, with the addition of "planning" to number two. Abruzzese seconded the motion. The motion was unanimously approved.**

OTHER
BUSINESS

The Community Services Manager reported Cookies with Santa would be on Saturday, December 8.

The Community Services Manager reported staff was preparing to offer a co-rec adult broomball league this winter.

The Community Services Manager reported he had heard many positive comments about the City's pickleball program. Pickleball was offered on Tuesday's and Thursday's and will continue next year.

The Community Services Manager reported Market Place Morning Talk was the Holiday Party on November 14.

The Community Services Manager reported the Gervais Mill Parking lot was being redone. He stated the old fire hall remodel was almost finished, but a few things would be left until spring when there was warmer weather.

The Community Services Manager reported senior exercise has been moved to City Hall during the Old Fire Hall remodel. The event takes place year round, every Wednesday and Friday from 1:30 – 2:30 p.m. at the Old Fire Hall.

Chu asked if the Rondeau Park sign that was broken would be replaced. The Community Services Manager stated the wood signs that the City had been using were easy to vandalize and break, and staff is working on a new design with a composite material for more durability.

Chu asked if the Commission could take a look at youth activities and participation trends. The Commission agreed they should spend time discussing youth participation.

MINUTES
PARKS & RECREATION COMMISSION
October 30, 2018

Councilman Fischer shared information about the Community Survey. He explained the results had been presented to the City Council and would be on the website soon. Councilman Fischer stated the results were very good and had feedback about parks and recreation topics which may help the Commission moving forward.

ADJOURN

Horwath moved the meeting be adjourned

Motion seconded by Abruzzese.

Motion carried 7 – 0.

There being no further business, the meeting was adjourned at 7:01 p.m.

Respectfully submitted,
Anna Leibel
Recording Secretary