

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

**May 2, 2019**

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 2<sup>nd</sup> of May 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 (arrived 6:40)  
Mr. Dave Miller  
Mr. Tom Ray  
Mr. Peter Schletty

**ALSO PRESENT:** Mr. Bryce Shearen, Parks and Recreation/  
Community Services Manager  
Ms. Claire Hoffman, Recreation  
Coordinator

**MINUTES**

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

**RECREATION  
COORDINATOR  
HIRING UPDATE**

The Community Services Manager reported the City had received 25 applications for the Recreation Coordinator position and after the interview process staff unanimously chose Claire Hoffman. He stated Hoffman holds a Bachelor's Degree in Outdoor Recreation and a Master's Degree in Design and Landscape Architecture.

**MINUTES  
PARKS & RECREATION COMMISSION  
May 2, 2019**

**THUDER BAY  
WESTWIND  
PARK UPDATE**

The Community Services Manager explained last year Xcel Energy had clear-cut most of the vegetation under the transmission lines along the Thunder Bay/Westwind Park Corridor. He stated a couple of weeks ago, Xcel Energy had cut down more vegetation under the lines that had previously been left untouched. The Community Services Manager reported the U.S. Fish and Wildlife Service had drafted a landscaping plan for the corridor, with priority rankings to show what should be done first. He noted Xcel Energy had sprayed the area again to prevent regrowth, and the seeding could begin as soon as October. The Community Services Manager stated the City has \$25,000 budgeted to restore the corridor, and Xcel Energy has pledged an additional \$2,000. He explained Staff was not sure how much they would be able to plant with the funds, but would monitor the project and could allocate additional funds next year. Abruzzese asked if there had been any communication to the residents about the final plan. The Community Services Manager stated they had just received the plan, but would update the residents, especially because more vegetation had been cleared without notice from Xcel Energy. Chair Miller asked about the area labeled Girl Scout Project. The Community Services Manager explained a Girl Scout was working on her final project and asked the City if she could grow a pollinator-friendly garden for Butterflies. He stated he informed the girl about this project and suggested her garden be grown along the corridor.

**JUNE/JULY  
PARKS TOUR**

The Community Services Manager asked the Commission if they would like to visit Gervais Mill Park for the June meeting, and Pioneer Park prior to the July meeting. **Darling made a motion to visit Gervais Mill Park on June 6 at 5:30, and Pioneer Park on July 9 at 5:30 prior to the regularly scheduled meeting. Abruzzese seconded the motion. The motion was unanimously approved.**

**OTHER  
BUSINESS**

The Community Services Manager reported the City would be celebrating Arbor Day on Friday, May 3 at 1:00. He said students from Little Canada Elementary and St. Johns come to plant a tree at Pioneer Park, there is a short ceremony, and refreshments are served. The Community Services Manager invited the Commission to attend if they are able. The Community Services Manager stated the trees would be planted in the new ponding area to help reforest the space.

The Community Services Manager reported the 5K SAP Run would take place Saturday, May 4 and registration was available online. He explained the fee was \$30, and to register on the day of the race it would be \$35. The Community Services Manager stated the run would be chip timed and have t-shirts and finisher medals.

**MINUTES**  
**PARKS & RECREATION COMMISSION**  
**May 2, 2019**

The Community Services Manager stated the City partners with Lifetime Fitness to hold a free workout in the park event at Pioneer Park on the Centerville Road side of the park every Saturday in May. He stated there are two sessions, one at 10:00 a.m. and another at 11:00 a.m. The Community Services Manager thanked Lifetime Fitness for providing the snacks, water, and equipment for this event.

The Community Services Manager stated the City Wide Garage Sale would take place May 16, 17 and 18. He explained it is a free event, a map and list of sales would be created and distributed for everyone who registers, it is also advertised in multiple places.

The Community Services Manager reported the next Morning Talk would be on May 8 and the topic would be vegetables for everyone. He explained this would take place at Cardigan Ridge.

The Community Services Manager reported youth activities registration for t-ball, baseball, slow pitch softball, and archery were declining, but there would still be teams. He stated the firearm safety class was full and had a waitlist. He noted adult and senior softball participation was increasing.

Chair Miller asked The Community Services Manager to recap the Parks Tour that Commission members attended prior to the meeting. After a brief recap, the Community Services Manager stated the Community Build Subcommittee would be meeting after the Commission meeting. The build dates were set for Saturday, June 22 and Sunday, June 23 if needed. He explained the City had gone out for bids to regrade and prepare the area for the new playground and the bids were due at the end of the week. The Community Services Manager stated the work would be completed by June 15, just in time for the Community Build the following week.

**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 6:50 p.m.

Respectfully submitted,  
Anna Leibel  
Recording Secretary