



Special Council Conference Meeting

December 18, 2023

5:00 PM

Fridley City Hall, 7071 University Avenue N.E.

Agenda

- [1.](#) Cannabis Working Group Update
- [2.](#) Update on Anoka County 44th Avenue (CSAH 2) Trail and Bridge Improvements Project
- [3.](#) Review of Moore Lake Community Building Rental Fees and Guidelines
- [4.](#) Review of 2024 Facility and Park Shelter Proposed Fees
- [5.](#) Locke Park Improvement Plan Discussion

Upon request, accommodation will be provided to allow individuals with disabilities to participate in any City of Fridley services, programs, or activities. Hearing impaired persons who need an interpreter or other persons who require auxiliary aids should contact the City at (763) 572-3450.



AGENDA REPORT

Meeting Date: December 18, 2023

Meeting Type: City Council Conference Meeting

Submitted By: Beth Kondrick, Deputy City Clerk

Title

Cannabis Working Group Update

Background

This item is presented as informational, and no presentation will be given at this meeting.

The Minnesota Legislature signed a bill into law that went into effect as of July 1, 2023, legalizing the use of cannabis products in the State of Minnesota (State). An Office of Cannabis Management has been formed at the State level to handle regulation and eventual licensing of cannabis products. To best prepare the City of Fridley (City) for these updates and changes, a Staff Cannabis Working Group was created to discuss updates to policies related to cannabis use and what it will potentially look like to have licensed businesses in the City in the future.

The working group involves staff from several departments in the City that are most directly involved in licensing, business relations, safety concerns and staff compliance. The City Manager's Office, Public Safety, Community Development, and Employee Resources departments are all represented in this Staff working group.

The group met four times in 2023. From discussions that the group has held the following actions have been taken:

Employee Resources

The Employee Resources Department has created an updated Non-DOT Drug, Cannabis and Alcohol Testing and Drug-Free Workplace Policy has been presented to the Department Directors in November for their feedback along with an updated Reasonable Suspicion Record Form.

Community Development

Community Development is looking at zoning for any Cannabis related businesses. They will look at this in depth with the Development Resource Committee (DRC) and through updates to the Zoning Chapter of the Fridley City Code through the Recodification project.

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Public Safety

Public Safety is working with Community Development and is working on how enforcement will be handled, especially pertaining to State Law allowing residents to grow plants on their property.

City Manager's Office

The City Manager's Office has been receiving updates from the State of MN and has been looking at what licensing procedures will be needed when the State offers licenses for businesses.

The soonest the State plans to begin issuing licenses for Cannabis businesses is early 2025, so this will give the Staff Working Group and the DRC time over the next year to review and prepare. As of the date of this meeting, Community Development staff have received no inquiries for any Cannabis businesses in the City.

The Office of Cannabis Management continues to develop policies and guidance for Cities and the City anticipates more information in 2024 that will help better plan for licensing, enforcement and what this means for the City moving forward. The Staff Working Group will continue to meet and will provide another update to the Council in Summer 2024.

Vision Statement

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AGENDA REPORT

Meeting Date: December 18, 2023

Meeting Type: City Council Conference Meeting

Submitted By: James Kosluchar, Director of Public Works and Engineering
Brandon Brodhag, Assistant City Engineer

Title

Update on Anoka County 44th Avenue (CSAH 2) Trail and Bridge Improvements Project

Background

The City of Fridley has been cooperatively working with the Anoka County Highway Department to make safety improvements on 44th Avenue (CSAH 2) between Main Street (CSAH 102) and East River Road (CSAH 1). Anoka County submitted a funding request under Metropolitan Council's Regional Solicitation Program, and with City support was successful in receiving an award of federal funding for bicycle and pedestrian improvements on 44th Avenue. This is an important connection between the Mississippi River Regional Trail (MRRT) and the multi-use trail along Main Street. The MRRT, 44th Avenue and Main Street are all Tier 1 alignments of the Regional Bicycle Transportation Network; however, 44th Avenue does not contain connecting bicycle and pedestrian infrastructure. The proposed project will provide a safe alignment that connects these transportation corridors.

The City Council approved a 2nd Edition of its Active Transportation Plan on February 10, 2020, with the vision "that Fridley residents and visitors of all ages and abilities will feel safe and comfortable using the city's active transportation infrastructure to walk, bike and roll for transportation and outdoor recreation." Bike and walk facilities along 44th Avenue were listed as a high priority for the City's Active Transportation Network in this plan. This trail will provide an important connection between existing regional facilities and serve as an important link to jobs, regional parks, and more.

Along with the bicycle and pedestrian improvements, Anoka County is analyzing the infrastructure of the bridge with the project. After completing recent inspections of bridge and due to the bridge's age, Anoka County is planning to complete a major rehabilitation for the bridge infrastructure with the project. The major bridge rehabilitation will cause 44th Avenue from East River Road to Main Street to be completely closed for one calendar year, starting at the end of 2024 or the beginning of 2025.

The Anoka County Highway Department has invited the City of Fridley to participate in preliminary work to this point, a project kickoff meeting, and providing ideas and feedback on preliminary concept designs. This work has been ongoing, and we are very pleased with the ability to provide feedback in input. Staff have been working with the project team to minimize right-of-way impacts and access impacts while preserving the safety benefits of the project.

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

At the conference meeting, we would like to take time to review the design layout of the 44th Avenue Trail and Bridge Improvements project. We have had a very good design process with the Anoka County Highway Department on this project, scheduled for construction in winter 2024/2025. Communication has been frequent and gone smoothly, and the design has a number of positive outcomes for the City. We want to have this discussion with you prior to the open house that is slated to take place in the winter of 2024.

The latest concept is attached for your review.

Financial Impact

No formal activity or financial impact at this time.

Recommendation

Discuss items presented.

Focus on Fridley Strategic Alignment

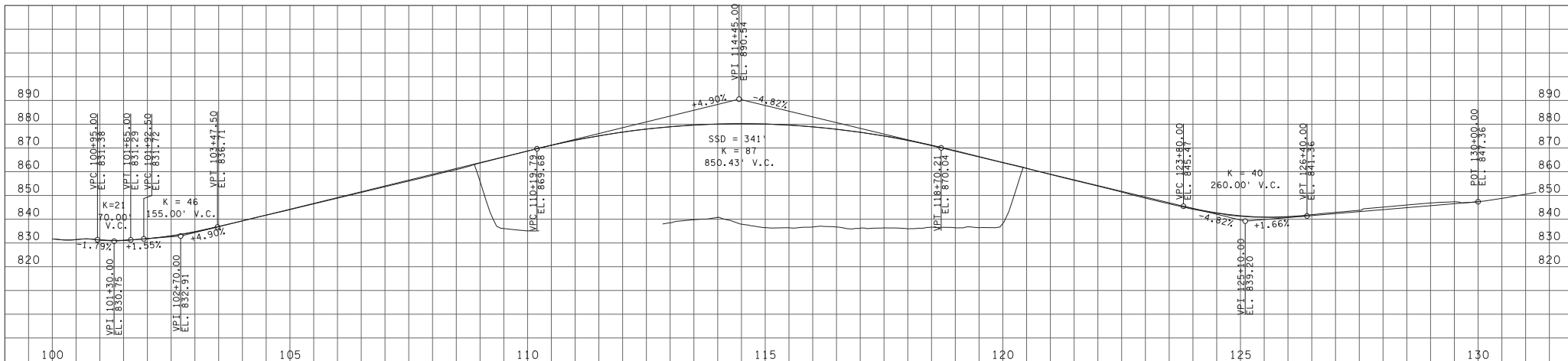
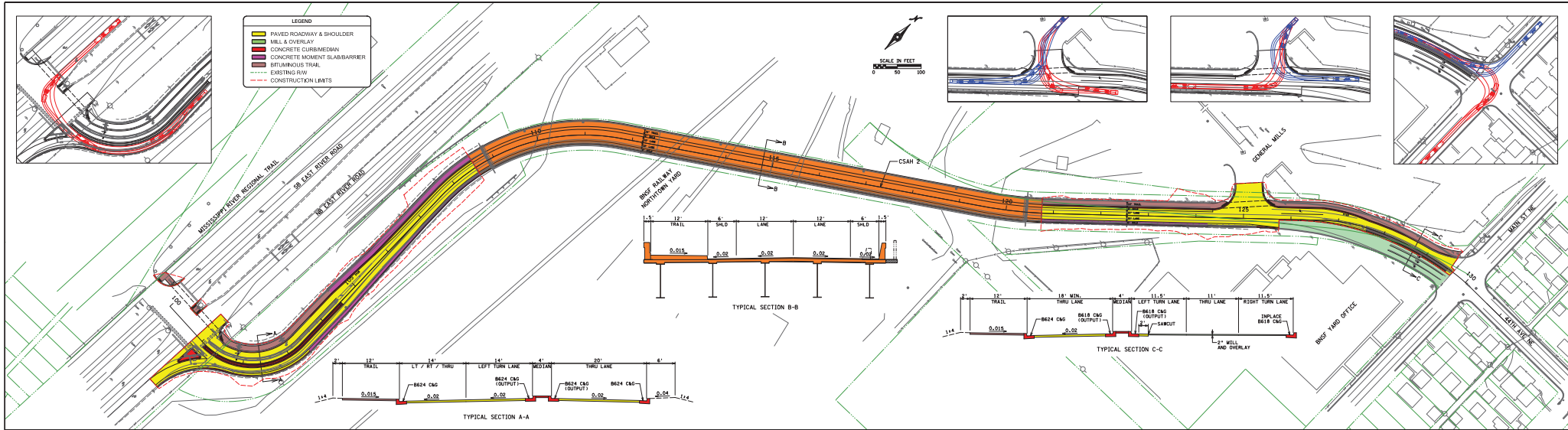
☒ Vibrant Neighborhoods & Places	☐ Community Identity & Relationship Building
☐ Financial Stability & Commercial Prosperity	☒ Public Safety & Environmental Stewardship
☐ Organizational Excellence	

Attachments and Other Resources

- Anoka County 44th Avenue Trail and Bridge Improvements Concept

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.





AGENDA REPORT

Meeting Date: December 18, 2023

Meeting Type: City Council Conference Meeting

Submitted By: Mike Maher, Director of Parks and Recreation

Title

Moore Lake Community Building Rental Fees and Guidelines Review

Background

The Moore Lake Community Building construction is scheduled to be completed by the end of 2023. City staff will need several months to complete building setup before community rentals begin in late winter or early spring of 2024. A fee and guideline document has been developed and will be used to create facility agreements, scheduling and fees within the online scheduling and registration platform. The Parks and Recreation Commission reviewed and endorsed the guidelines at their December 4, 2023 meeting.

Financial Impact

The 2024 budget planning process accounted for increased costs for event, custodial and program staff as well as a conservative projection of revenue from the facility rental program. Budget impact in future years will be driven by rental policy and rates.

Recommendation

Staff recommends that the Council review proposed rental rates and guidelines for the Moore Lake Community Building and provide guidance for adjustments that would be reflected in final fees and policies.

Focus on Fridley Strategic Alignment

☒ Vibrant Neighborhoods & Places	☒ Community Identity & Relationship Building
☐ Financial Stability & Commercial Prosperity	☐ Public Safety & Environmental Stewardship
☐ Organizational Excellence	

Attachments and Other Resources

- Moore Lake Community Building Rental Fees and Guidelines
- Community Building Rental Rates

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.



Moore Lake Community Building

Rental Fees and Guidelines

12-11-2023 DRAFT





Moore Lake Community Building Rental Fees and Guidelines

Rental Guidelines

1. How to Reserve the Moore Lake Community Building
2. Rental Fees and Hours
3. Damage and Code of Conduct Deposit
4. Code of Conduct
5. Decorating Guidelines
6. Facility Setup and Cleanup
7. Catering Guidelines
8. Event Parking
9. Cancellation Policy
10. Rental FAQ's

1. How to Reserve the Moore Lake Community Building

Reservations for the Moore Lake Community Building are available online through the City of Fridley's website at: www.fridleymn.gov/facility-rentals

To begin, log in to your account. Available dates will be shown in the registration system along with applicable fees. If you have not already created an account, please do so. Assistance is available by calling the Fridley Parks and Recreation office at (763)572-3570.

2. Rental Fees and Hours

The Moore Lake Community Building is available for community rental use daily from 9:00 am to 9:00 pm, except the following holidays: New Year's Eve, New Year's Day, Easter Sunday, Juneteenth, July 4th, Thanksgiving Day, Christmas Eve, Christmas Day. Holiday availability may be subject to change.

The building will be used for many Parks and Recreation classes and events as well as City of Fridley meetings and functions. City functions may be reserved through Parks and Recreation and will incur no rental fees.

Capacity	Hours	Availability	Damage Deposit	Resident and Non-profit	Non-resident	Optional Building Monitor**
72 guests	Daily 9 am - 9 pm	M-Th full or half day, Fri-Sun full day only*	\$200	\$150 half day, \$250 full day	\$225 half day, \$400 full day	\$25 per hour



*Half-day is a up to four hours and full day is up to eight hours including set up and clean up

** See Rental FAQ's for more information on optional building monitor option

3. Damage and Code of Conduct Deposit

The Moore Lake Community Building is a shared resource for Fridley residents and was constructed to provide a sense of community and civic pride. Attention to cleaning, maintenance and housekeeping will provide decades of enjoyment of this beautiful facility.

All renters will provide a fully refundable damage and conduct deposit of \$200 per rental, which will be charged to a credit or debit card and issued as a refund upon inspection of the facility and rental report.

Staff retains the right to retain the damage and conduct deposit, as well as seek reimbursement for additional damages when cleaning has not been completed, the code of conduct has been violated, or damage has been incurred to the facility by the rental group. Rental parties will sign an agreement as part of the rental process, agreeing to the terms of the Damage and Code of Conduct policy.

4. Code of Conduct

- No driving or vehicle use is permitted outside of the designated parking areas.
- Candles or other open flames, with the exception of products designed to warm a chafing dish operated by a caterer licensed by Anoka County, are prohibited.
- Alcohol is prohibited in Moore Lake Park and the Moore Lake Community Building.
- Tobacco, vaping, and recreational cannabis are prohibited in Moore Lake Park and the Moore Lake Community Building
- Glitter, confetti, helium balloons and pinatas are prohibited in the Moore Lake Community Building
- Push pins, tape, nails, putty or other fasteners or adhesives may not be used to hang or display items from walls, columns, or ceilings.
- Half-day rentals are limited to a four-hour period as defined in the rental contract and full-day rentals are limited to an eight-hour period as defined in the rental contract. Accessing or attempting to access the rental space outside of the times designated in the rental contract is prohibited.
- Amplified music is not permitted outside of the Moore Lake Community Building. An audio system is included in the facility rental with Bluetooth connectivity.
- No animals, except for service animals, are permitted in the Moore Lake Community Building
- Failure to complete the post-event facility cleaning procedure will be considered a breach of the code of conduct.



- Admitting guests to a facility rental in excess of the building seating capacity of 72 persons or beyond the number of guests specified in the rental agreement may be grounds for refusal of refund of the damage and code of conduct deposit.
- Access to the kitchenette is included in the rental agreement. Failure to properly secure or turn off appliances will result in loss of the damage and code of conduct deposit.
- Photos, movies, presentations and other memorabilia displayed in the facility must be appropriate for a general audience and be free of obscenities, violent images, and nudity. Media must be shown in compliance with copyright and licensing requirements.

5. Decorating Guidelines

The Moore Lake Community Building was designed to provide a beautiful and festive space for meetings and gatherings that will not require additional decorations. No items may be adhered or affixed to the walls, columns or ceilings in any way shape or form. Acceptable activities include:

- Tables may be provided to display photographs or memorabilia.
- The audio/visual system may be used to project photos or presentations.
- Freestanding decorations may be placed on the floor.
- Freestanding sandwich boards may be placed in designated locations to indicate building use or occupancy.
- Centerpieces or other table-top decorations are permitted.

6. Facility Setup and Cleanup

The Moore Lake Community Building features both circular and rectangular tables with stacking chairs for a wide variety of meeting and event setup options. Rectangular and round tables tilt vertically and are on casters for easy setup and efficient storage. Stacking chairs may be easily moved using provided carts. Rental groups are responsible for setup of tables and chairs for their event and for completing the basic cleaning checklist provided. Staff will stack chairs and move tables to the designated storage room.

After each facility rental, the rental party is asked to complete the following as part of the facility use agreement:

- Wipe down or rinse any food service areas and amenities that were used including the kitchen counters, refrigerator, coffee maker, tables, microwave oven, and kitchen floor using the cleaning kit found in the kitchenette.
- Use the provided broom and dustpan to sweep up any noticeable food scraps, crumbs, or spills on the floor of the kitchen or community room.
- Place all garbage, recycling, and organics into the provided containers.
- Wipe down all tables and chairs used for your event using paper towels and water from the kitchenette.



Moore Lake Community Building

Fees and Guidelines

Item 3.

- Remove **all** items brought into the facility. Do not leave any food, utensils, condiments, coffee sugar or creamer, water or beverages.
- Notify staff immediately of any damage, incidents, spills, injuries, or problems with the facility such as the AV system, plumbing, electrical outlets, or door locks.

7. Catering Guidelines

If you choose to have your event catered:

- **All alcoholic beverages are prohibited.**
- Caterers are only allowed to access the facility during your specified rental period.
- Caterers are responsible for linens, serving items and all tableware items.
- Commercial catering vehicles (food trucks) must be registered with the City of Fridley and approved as part of your rental agreement.
- Please ask your caterer to use washable plateware and silverware or to use compostable items during the catering of your event.
- Cotton candy makers are not allowed.

If you choose to self-cater your event, follow the listed guidelines:

- **All alcoholic beverages are prohibited.**
- Cotton candy makers are not allowed.
- The kitchenette contains: a small refrigerator, a microwave, running water, electricity, and counter space. Additional servings space may be created by using tables along the north wall with access to electrical outlets.
- There is no stove or oven available for cooking. Fully cooked food should be brought on site using crock pots, electric roasting pans, or similar warming devices.
- Access to electrical outlets is included in the catering kitchen.
- You are responsible for your own linens, serving items and all tableware items.
- Use of compostable or reuseable products is required and composting containers are available in the facility. Compostable flatware and silverware may be purchased as an add on to your rental agreement.

Moore Lake Community Building is a Zero Waste Facility. Compostable event packages containing silverware and plateware for fifty is available for purchase as part of your rental. Instructions for pickup of these items will be included in your rental contract.

Please contact the City of Fridley Environmental Planner with questions regarding the zero waste facility program at (763)572-3594.

8. Event Parking

The Moore Lake Park south parking lot, servicing the community building, includes 50 parking spaces. These spaces are non-reservable and are also used for general park use.



Rental groups may not restrict access to parking for any other park guests. Overflow parking for events and facility rentals is available in the north parking lot and along Central Ave. NE.

9. Cancellation Policy

- More than 30 days prior to rental date: 100% refund
- 14-30 days prior to rental date: 50% refund
- Less than 14 days prior to rental date: no refund
- No refunds are given due to weather conditions unless the park or facility is officially closed due to severe weather conditions.

10. Facility Rental FAQ's

What are the benefits of adding an optional building monitor to my facility rental?

An optional building monitor is available for an additional \$25 per hour for your rental of the Moore Lake Community Building. This staff member can assist in opening and closing the facility, setting up tables and chairs, greeting guests and operating the Audio-Visual system. They can also provide support in performing the basic cleaning checklist by adding an hour to the end of your facility rental. The building monitor can be scheduled for a minimum of two hours of time and can be present for a portion of your rental if assistance is not required for the entire event.

A staff member may not be requested for more than one time period during your rental period. For example, a staff member may not be requested for the first two hours and the last two hours of your rental.

What responsibilities are not included in having an optional building monitor?

The optional building monitor can help your event or meeting run smoothly by helping with things like building access, setup, and use of the AV system. The building monitor will not be able to assist with food preparation or serving, including coffee. The monitor may assist with the basic cleaning checklist but does not exclude the renter from excessive cleanup or damage charges that may be incurred.

What "extras" are included in my facility rental?

Facility rental includes exclusive access to the enclosed portion of the Moore Lake Community Building including interior restrooms, community room, kitchenette and south patio.



What is not included in my facility rental?

Rental of the Moore Lake Community Building does not include exclusive access to the open-air portion of the building. This area will remain open to the public at all times. Building rental does not include exclusive access to parking, playground, courts, fishing piers, trails or any other park amenities except the building and south patio. Several "space reserved for private event" signs are available in the building and may be placed at the entrance and patio to discourage public use.

What if I arrive for my facility rental and the doors are locked?

If you arrive before the rental time listed in your rental contract, the doors will be locked. If you arrive at or after the rental time and the facility doors are locked, call the facility coordinator number listed in your rental contract.

What if someone comes into the building during my event or rental?

The Moore Lake Community Building will be automatically programmed to unlock at your rental time and to lock after your time expires. Please display your rental permit in the display case at the building entrance to notify the public that the facility is rented for a private event. Restrooms are available in the open-air portion of the building for park visitors. If there is a conflict with a park user or an individual does not respond to a polite request to leave the facility, please call 911 and ask for assistance from Fridley Public Safety.

City of Fridley staff may enter the building at any time during your rental period to monitor use of the space, conduct maintenance or perform administrative tasks.

What can I do with the Audio-Visual system?

Rental groups may use the audio-visual system to play music or display a computer onto the presentation screen. A computer is not provided but a variety of inputs including USB-C and HDMI are available to connect to the system. Cell phones may be used to connect to the audio system to play music using a Bluetooth connection. Laminated instruction cards are located at the kiosk and wall panel for the AV system.

Renters are responsible for providing a computer for presentations or slideshows.

What do I do if there is a problem with the restrooms?

It is unlikely that you will experience issues with the restrooms during your facility rental. However, if a restroom needs to be removed from service, an out of order sign



Moore Lake Community Building

Fees and Guidelines

Item 3.

is located in the catering kitchen. Please place this sign at the restroom doorway and notify staff immediately after your rental period.

How many items can I plug in to keep my food warm in the kitchenette?

Typically, up to four crock pots or roasters may be plugged in to outlets in the catering kitchen. Additional items may be plugged into wall outlets on the perimeter of the community room set on rectangular tables. Please do not use extension cords or power strips to plug multiple food warming devices into a single outlet.

Can I charge admission to my event at the Moore Lake Community Building?

Admission may not be charged for events or programs organized by individuals or groups renting the Moore Lake Community Building without written approval from the City of Fridley. Non-profit organizations may request approval to hold fundraising events at the facility where an admission charge may apply or tickets are required for admission.



Moore Lake Community Park Building

Summary of comparable park building
designs, configurations, rates and
operational models



City	Building	Seated Capacity	Divisible Rooms?	Weekday Rate	Weekend Rate	Security Deposit	Staff on Site?
Roseville	Autumn Grove/Lexington Park	48	No	Resident \$110/3 hr. \$175/5 hr. Non-resident \$155/3 hr. \$225/5 hr.	Resident \$140/3 hr. \$205/5 hr. Non-resident \$185/3 hr. \$255/5 hr.	No	Yes
Maplewood	Wakefield	66	No	Resident \$150/4 hr. \$50/hr. for meetings w/2 hr. min Non-resident \$190/4 hr.	Resident \$200/4 hr. \$300/7 hr. Non-resident \$250/4 hr. \$370/7 hr.	\$200	Yes
Coon Rapids	Riverwind Park Building	64	2 separate rooms	Resident/Non-profit \$80/half day \$140/full day Non-Resident \$110/half day \$195/full day	Resident/Non-profit \$105/half day \$160/full day Non-resident \$140/half day \$200/full day	\$150	No – staff are on call and cell number provided to renter. Staff on site desired.
Edina	Arden Park and Pamela Park	58/77 total cap	No	\$84/ half day \$121/full day	\$84/ half day \$121/full day	None	No
Woodbury	Ojibway Park Building	65	No	Resident \$80/hr \$350/day Non-resident \$115/hr \$460/day	Resident \$500/day Non-resident \$650/day	\$500	No
North Saint Paul	Casey Lake Park Building	95	No	Resident \$200 Non-resident \$250	Resident \$300 Non-resident \$400	\$300 weekday \$350 weekend	No – key code emailed

Fridley	Springbrook Nature Center	40 per room, 160 total	Yes	Resident \$30 per room/hr Non-Resident \$50 per room/hr	Resident \$30 per room/hr Non-Resident \$50 per room/hr	\$50 per room	Yes
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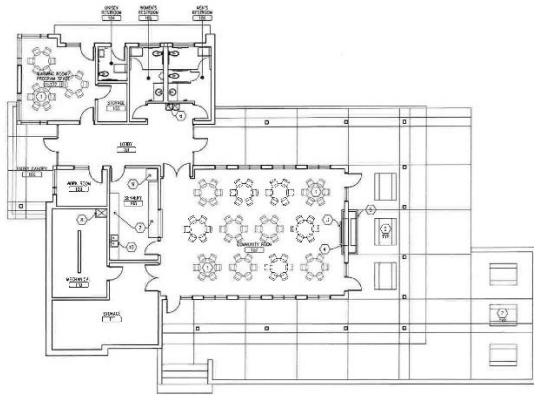
Introduction

The building being designed for Moore Lake Park fits into a category of park facilities typically referred to as park buildings or community buildings. These facilities are primarily used for rental space by community members, organizations and businesses for group sizes ranging from 10 to 80 people. Additionally, many communities use park buildings to enhance recreation programming as classrooms, warming houses, meeting rooms and amenity hubs. This report shows seating capacity, rental rates, security deposits and staffing models for park buildings operated by six cities in the Twin Cities Metro area.

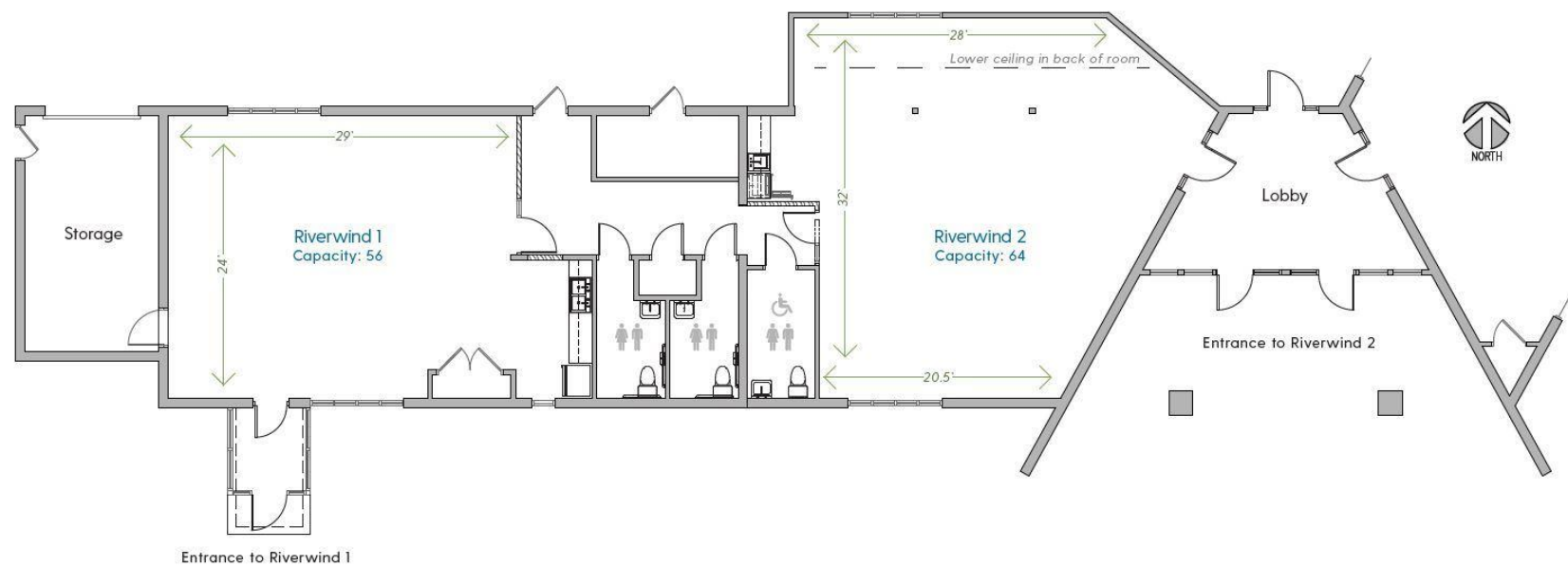
City of Roseville Lexington Park Building



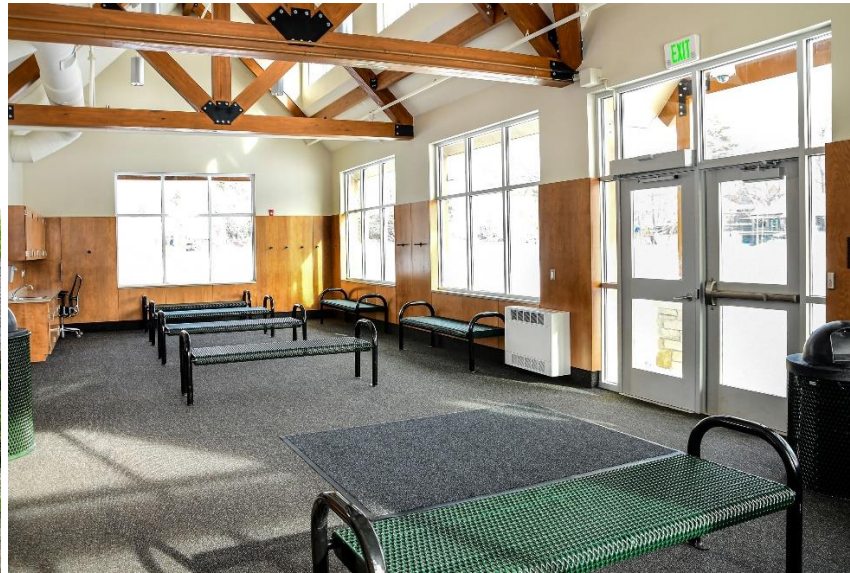
Maplewood Wakefield Community Building



Coon Rapids Riverwind Park Building



Edina Arden Park Building (interior used as warming house in winter)



Woodbury Ojibway Park Building



North Saint Paul Casey Lake Park Building



Fridley Springbrook Nature Center



Summary

Park buildings fill a role in our communities somewhere in-between a community center and traditional open-air park shelter. Common uses of these buildings are classes, birthday parties, graduation parties, showers, business meetings and retreats and it is typical to have staff or interior space access only available during scheduled rentals or programs.

The 70% design of the Moore Lake Park building would have the second largest meeting room based on seating capacity. Of the buildings listed all but one feature a single meeting room with the Riverwind building being the exception. This facility has two separate rooms having access to shared restrooms and kitchen amenities. None feature a divisible room (except Springbrook Nature Center, not a community building but shown for comparison, as is commonly found in community centers operated by municipalities).

Operationally, the most common model was to allow one rental per day in either half or full day time increments. About half of the facilities were operated with staffing with others allowing access with a key or key code. Cameras inside the facility were common, especially in those operating without staff.



AGENDA REPORT

Meeting Date: December 18, 2023

Meeting Type: City Council Conference

Submitted By: Mike Maher

Title: Director, Parks and Recreation

2024 Facility and Park Shelter Proposed Fees

Background

With new rental facilities, the Moore Lake Community Building and Locke Park Shelters, becoming available as part of the City of Fridley's park system rental program, a slate of updates is proposed to align fees by facility type and to remain current with inflationary and market growth. Current fees have been in place since 2015-2016 and staff has reviewed rates in neighboring communities to propose rates in the middle of the range seen across other cities.

Financial Impact

New rental facilities will generate rental revenue for the City of Fridley and rate adjustments will keep rates current and competitive with other communities.

Recommendation

Staff recommends that the Council provide feedback on the proposed fees before they are presented for consideration as an update to city code.

Focus on Fridley Strategic Alignment

☒ Vibrant Neighborhoods & Places	☒ Community Identity & Relationship Building
☐ Financial Stability & Commercial Prosperity	☐ Public Safety & Environmental Stewardship
☐ Organizational Excellence	

Attachments and Other Resources

- Park System Rental Facility Proposed 2024 Rates

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Team	Rental Location	Capacity	Season(s)	Days of Week/Hours	Rental Timeframes	Damage Deposit	Resident Rate	Non Resident Rate	Non Profit Rate	Cancellation Policy
Springbrook	Springbrook Nature Center Interpretive Building Classrooms - 4 Total Woodland Wetland Prairie Room Oak Savanna	40	Year Round	Daily 10 am - 4 pm	Hourly rental fee, minimum of 2 hours required. Can rent in half hour increments but no less. So they could rent for 2.5 hours.	\$50 per room Refundable if no damage	Current: \$30 Proposed: \$40	Current: \$50 Proposed: \$65	Current: \$30 Proposed: \$40	More than 30 days prior to rental date, 100% refund. 14-30 days prior to rental date, 50% refund Less than 14 days prior to rental date, no refund. No refunds are given due to weather conditions unless the park or facility is officially closed due to severe weather conditions.
Springbrook	Springbrook Nature Center Pavilion Activity Center (PAC) Outdoor Portion/Picnic Shelter	Outdoor Portion (50) Indoor Portion (50) FULL PAC 100	May 1- October 31	Daily 10 am - 4 pm (During Season)	Rented in 4-hour time block with the option to add on by the hour (rate for additional hour is the 4 hour rate divided by 4).	\$100 Refundable if no damage	Current: \$65 Proposed: \$80	Current: \$100 Proposed: \$120	Current: \$65 Proposed: \$80	More than 30 days prior to rental date, 100% refund. 14-30 days prior to rental date, 50% refund Less than 14 days prior to rental date, no refund. No refunds are given due to weather conditions unless the park or facility is officially closed due to severe weather conditions.
Springbrook	Springbrook Nature Center Pavilion Activity Center (PAC) FULL PAC - Includes the outdoor area and the indoor classroom	Outdoor Portion (50) Indoor Portion (50) FULL PAC 100	May 1- October 31	Daily 10 am - 4 pm (During Season)	Rented in 4-hour time block with the option to add on by the hour (rate for additional hour is the 4 hour rate divided by 4).	\$100 Refundable if no damage	Current: \$130 Proposed: \$170	Current: \$250 Proposed: \$250	Current: \$130 Proposed: \$170	More than 30 days prior to rental date, 100% refund. 14-30 days prior to rental date, 50% refund Less than 14 days prior to rental date, no refund. No refunds are given due to weather conditions unless the park or facility is officially closed due to severe weather conditions.
Springbrook	Springbrook Nature Center Amphitheater	150	May 1- October 31	Daily 10 am - 4 pm (During Season)	Full Day	\$100 Refundable if no damage	\$225	\$300	\$225	More than 30 days prior to rental date, 100% refund. 14-30 days prior to rental date, 50% refund Less than 14 days prior to rental date, no refund. No refunds are given due to weather conditions unless the park or facility is officially closed due to severe weather conditions.
Park & Rec	Commons Park Shelter, Locke #2, Flanery Park Shelter, Moore Lake Open Air Shelters	50	May 1- October 31	Daily 9 am - 9 pm During Season	Full Day	\$50 Refundable if no damage and key returned	Current: \$65 Proposed: \$80	Current: \$100 Proposed \$120	Proposed: \$80	More than 30 days prior to rental date, 100% refund. 14-30 days prior to rental date, 50% refund Less than 14 days prior to rental date, no refund. No refunds are given due to weather conditions unless the park or facility is officially closed due to severe weather conditions.
Park & Rec	Locke Park Pavilion 1	150	May 1- October 31	Daily 9 am - 9 pm During Season	Full Day	\$50 Proposed	Current (Anoka County) \$170 Mon-Fri \$220 Weekends and Holidays Proposed: \$170	Proposed: \$250	Proposed: \$170	More than 30 days prior to rental date, 100% refund. 14-30 days prior to rental date, 50% refund Less than 14 days prior to rental date, no refund. No refunds are given due to weather conditions unless the park or facility is officially closed due to severe weather conditions.
Park & Rec	Moore Lake Community Building	72 Seated, Estimated 100 Open House	Year Round	Daily 9 am - 9 pm	M-Th Hourly, Fri-Sun Daily	Proposed: \$200	Proposed: \$150 half day, \$250 full day (Friday to Sunday is full-day only)	Proposed: \$225 half day, \$400 full day (Friday to Sunday is full-day only)	Proposed: \$150 half day, \$250 full day (Friday to Sunday is full-day only)	More than 30 days prior to rental date, 100% refund. 14-30 days prior to rental date, 50% refund Less than 14 days prior to rental date, no refund. No refunds are given due to weather conditions unless the park or facility is officially closed due to severe weather conditions.



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Meeting Date: December 18, 2023

Meeting Type: City Council Conference

Submitted By: Mike Maher

Title: Director, Parks and Recreation

Locke Park Improvement Plan Discussion

Background

Effective November 15, 2023, the City of Fridley has assumed operational control of the nearly 100-acre Locke Park property, located at 840 71st Ave. NE, Fridley, to include maintenance, programming, and future planning for this park. In June of 2023, the Fridley Parks and Recreation Commission met at the park to discuss ideas for operations and future improvements. A summary of feedback from the commission as well as public comments accepted through community engagement done by both the City of Fridley and Anoka County is presented for discussion and comment from the Council to inform next steps on improvement of the park.

Financial Impact

Current plans to upgrade basic signage and wayfinding can be accomplished through the operating budget. Most improvements identified to improve amenities or infrastructure will require an identified funding source through the city CIP, grants, or amendment to the Park System Improvement Plan.

Recommendation

None.

Focus on Fridley Strategic Alignment

☒ Vibrant Neighborhoods & Places	☒ Community Identity & Relationship Building
☐ Financial Stability & Commercial Prosperity	☒ Public Safety & Environmental Stewardship
☐ Organizational Excellence	

Attachments and Other Resources

- Locke Park Improvement Plan Document

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.



Locke Park Improvement Plan **DRAFT**

December 8, 2023



Locke Park Improvement Plan

City of Fridley

Locke Park Improvement Plan

Background

The City of Fridley provided notification to Anoka County of termination of a joint powers agreement for the operation of Locke Park, a City of Fridley property that had been operated and maintained by Anoka County. The City of Fridley will take over operations and maintenance of the park on, or around, November 15, 2023.

Operations

Locke Park will be operated under the policies and standards of the City of Fridley park system. Open hours will be from sunrise to 10 pm. The City of Fridley will manage rental of park shelters and other park conditional uses.

Shelter rental will be coordinated and managed by the City of Fridley.

Large shelter rental – 150 person capacity

Small shelter rental – 50 person capacity

Portable restrooms will need to be on hand at large shelter/playground, small shelter, and dog park.

Maintenance

Locke Park will be maintained according to the City of Fridley Park Maintenance Standards.

Specific concerns and issues that have been requested include:

- Plowed or packed trails for winter use – walking, fat tire biking, XC skiing, snowshoeing.
- Improved lighting
- Plow road to large shelter
- Consider making indoor restrooms available for daily use – how will rental groups get access to restrooms?
- Management of dead, dying or diseased trees

Locke Park Improvement Plan

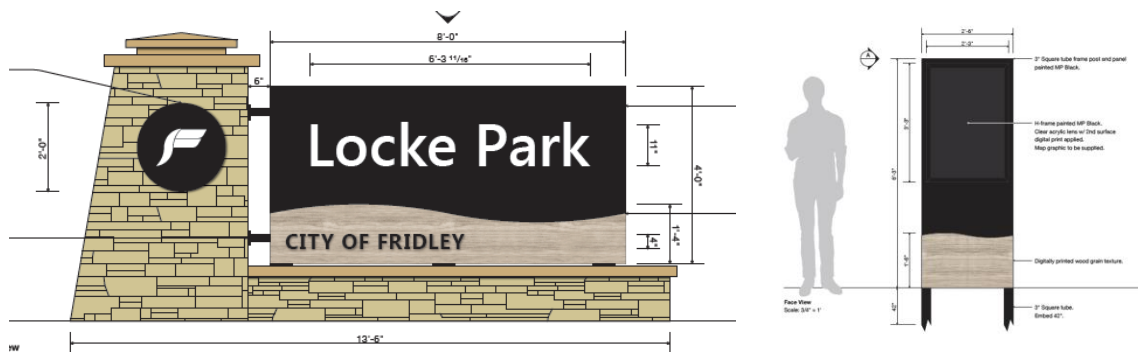
City of Fridley

Future Improvements Phase 1 – 2023-2025

1. Signage and Basic Trail Improvements (\$15,000)

- New entrance monument sign
- Improve access and views to Rice Creek
- Determine Fridley's role and responsibility in maintaining Rice Creek as a water trail for recreational activities

Park signage to change from Anoka County to City of Fridley and to include a monument sign, park rules signs, dog park sign, maps and wayfinding and interpretive signage



Trail signage to provide wayfinding and distance measurements. Sign or obscure unmaintained trails. Collaborate with Anoka County to provide clear wayfinding for regional trail system.

Locke Park Improvement Plan

City of Fridley

2. Dog Park Improvements (\$40,000)

- a. Add designated small dog area
- b. Add play and training elements
- c. Install drinking water and dog bowl filling station

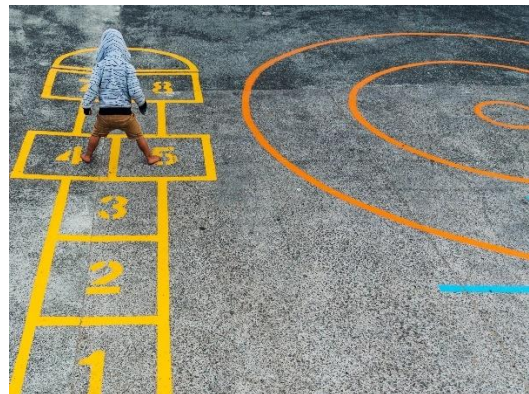


Locke Park Improvement Plan

City of Fridley

3. Amenities for Picnic and Play

- a. Sand volleyball court (\$5,000)
- b. Ga Ga Ball court (\$5,000)
- c. Commercial-grade yard game installations; horseshoes, bag toss, etc.
- d. Small play court for four square, hopscotch, etc.
- e. Updated playground for picnic area (\$350,000)



Locke Park Improvement Plan

City of Fridley

4. Lighting and Security Improvements

- a. **Bollard lighting at points of interest and high traffic areas**
- b. **Security cameras added to main pavilion and restroom building**
- c. **Possible park entrance gate to close at 10 pm**
- d. **Increased presence and cooperation from Fridley Public Safety Department**



Locke Park Improvement Plan

City of Fridley

5. Raise Awareness through Programs and Events

- a. Adventure camps and field trips
- b. Cultural celebrations
- c. After school programs
- d. Summer Friday programs (SNC camps to be M-Th)
- e. Community gardens and gardening education programs; edible orchard
- f. Add Locke Park to Adopt-a-Park program
- g. Activity backpack checkout from Civic Campus
- h. Zumba
- i. "I can" programs – camping, slacklining, campfire cooking, etc.
- j. Slacklining
- k. Snowshoeing
- l. Campfire programs
- m. Fridley employee enrichment and wellness initiatives
- n. Capture the flag, other organized games – nerf war, laser tag
- o. GPS, navigation, orienteering, geocaching, scavenger hunts
- p. Buckthorn removal
- q. Outdoor escape room
- r. Birding and natural history hikes
- s. Solstice program, candlelight hikes
- t. Bark in the Park, Puppy playtime
- u. Kids biathlon or triathlon, run, bike, archery
- v. Bike programming; learn to bike, safety, group rides, intro to MTB
- w. Winter recreation – XC Ski, fat tire bikes, snowshoeing, kick sleds
- x. Environmental fun fair
- y. Arbor day and tree planting programming
- z. Senior summer camp



Locke Park Improvement Plan

City of Fridley

6. Amenity and Operational Upgrades

- a. Consider screened enclosures for portable restrooms
- b. Consider construction of a dumpster enclosure if dumpster is to remain
- c. Install bike repair station
- d. Dog waste bag stations
- e. Additional benches along hiking trails



Locke Park Improvement Plan

City of Fridley

7. Volunteer Program and Community Engagement

- a. Add Locke Park to Adopt-A-Park program
- b. Engage volunteers in habitat restoration
- c. Explore informal “friends group” establishment for Locke Park or Fridley Parks



Locke Park Improvement Plan

City of Fridley

Mid-range Improvements 2025 – 2027 Requiring Budget Authority and Community Engagement

1. Pump Track and Skate Park (\$250,000 - \$400,000)



Locke Park Improvement Plan

City of Fridley

2. Trail Reconfigurations to Meet ADA (Cost Unknown)
 - a. Improve trail grades to meet ADA standards
 - b. Evaluate bridges for replacement as needed



3. Consider Singletrack Mountain Bike Trail Network in Partnership with Minnesota Off-Road Cyclists, Anoka County Parks (Cost Unknown)



Locke Park Improvement Plan

City of Fridley

4. Possible Installation of Public Art Piece at Park Entrance

