



Parks and Recreation Commission Meeting

April 01, 2024

7:00 PM

7071 University Avenue NE Fridley, MN 55432

Agenda

Call to Order

Roll Call

Approval of Agenda

Approval of Meeting Minutes

Open Forum

The open forum allows the public to address the Commission on subjects that are not on the Regular Agenda. The Commission will accept feedback or questions from the public and asks that comments are limited to five minutes or less.

New Business

- [1.](#) Sylvan Hills Park Stormwater and Habitat Improvements
- [2.](#) City of Fridley Park Bench Sponsorship Guidelines

Old Business

Staff Reports

- [3.](#) Springbrook Nature Center Report
- [4.](#) Fridley Parks and Recreation Division Report
- [5.](#) Park Maintenance and Construction Report

Adjournment

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: April 1, 2024

Meeting Type: Parks and Recreation Commission

Submitted By: Jim Kosluchar, Director of Public Works and Engineering
Rachel Workin, Environmental Planner

Title

Sylvan Hills Park Stormwater and Habitat Improvements

Background

Sylvan Hills Park is a 2.6-acre neighborhood park within the Sylvan Hills neighborhood. Approximately 77 acres drain to the park or the storm sewer running adjacent to it. The park and surrounding neighborhood experience occasional flooding and untreated runoff from the area contributes to the water quality impairments of the Mississippi River. During the Park System Improvement Plan planning process, the Mississippi Watershed Management Organization (MWMO) identified Sylvan Hills as a potential location for regional stormwater treatment and flood mitigation. A stormwater storage area and treatment area were included in the park's approved concept plan.

In partnership with the City, MWMO conducted a feasibility study to refine the concept plan to maximize recreational benefits, water quality and quantity improvements, and provide pollinator habitat. The project team worked with Houston Engineering Inc. and Davey Resource Group to develop the proposed plan which combines surface and underground stormwater features to provide regional as well as local stormwater treatment. The plan includes two small infiltration basins to capture surface runoff from an area immediately surrounding the park, a larger aspen basin near the playground, two bioswales that act as ephemeral streams, and an underground infiltration tank that provides the majority of the stormwater treatment while allowing for a mowable green space above (similar to Summit Square Park). The bioswales and underutilized slopes will be vegetated with native plants in line with the City's Pollinator Friendly Fridley resolution.

It is expected that these improvements would provide 16.1 pounds of phosphorus removal and 5,000 pounds of sediment removal per year. It would also reduce flooding within the park and surrounding neighborhood during 10- and 100-year events. There would be approximately 27,000 square feet of pollinator habitat as well as 24,000 square feet of contiguous open play space. The quantity and size of recreational amenities would not be impacted and additional opportunities for nature-based play would be introduced.

Financial Impact

The MWMO has awarded the City a grant for the stormwater and habitat improvements not to exceed \$1,493,000 based on the costs identified in the feasibility study. The City's stormwater utility fund would contribute to the construction of the southern infiltration basin. Additionally, MWMO has agreed to

Vision Statement

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

fund the first three years of habitat maintenance. Planned recreational amenities would be funded through the Park System Improvement Plan fund as planned. No additional costs from the project are expected to the Park System Improvement Plan fund as a result of this project.

Recommendation

Staff recommends endorsement of the modified Sylvan Hills Concept Plan.

Attachments and Other Resources

- Original Sylvan Hills Concept Plan
- Modified Sylvan Hills Concept Plan

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Sylvan Hills Park

6204 JUPITER ROAD NE

PARK TYPE: NEIGHBORHOOD PARK
SIZE: 2.6-ACRES
RESIDENTS SERVED: 824
SPECIAL USES: FLOOD STORAGE

DESCRIPTION:

Neighborhood park servicing neighborhood #24 but with improved pedestrian access can also help alleviate recreational needs for neighborhoods #31 and housing development area D as noted on the Service Area Analysis Map. This park contains a parking lot that is easily overlooked, a ballfield, single tennis court, full basketball court and a playground at the northern road intersection. The park has water storage that sits in the southern portion of the park.



EXISTING PARK FEATURES:



RECOMMENDATIONS & ESTIMATE OF PROBABLE COSTS:

General recommendations includes replacement of existing amenities with layout modifications for an improved recreational experience and improved safety.

Recommendations include:

- Landscape enhancements & screening
- Remove ballfield and convert to low-grow lawn
- New trails to create internal loop, connect to amenities and connect to crosswalks
- New playground in more central location for improved safety and access from the parking lot to meet varying age groups
- ADA compliant playground surfacing (engineered wood fiber)
- Concrete playground border
- Add unique or challenge equipment piece as focal point of park on the north
- Add gateway feature (public art, small garden or or architectural element)
- New full basketball court (replaces tennis court which is removed in entirety)
- Site furnishings with common characteristic (benches, tables, receptacles, bike racks, drinking fountain, etc.)
- Wayfinding signs
- Additional park signs
- Security light

The estimate of probable costs for completing the recommendations shown range from approximately \$400,000 to \$532,000.

Specific assumptions and exclusions:

- Does not account for unknown site factors (poor soils, drainage concerns, etc.)
- Does not include utilities

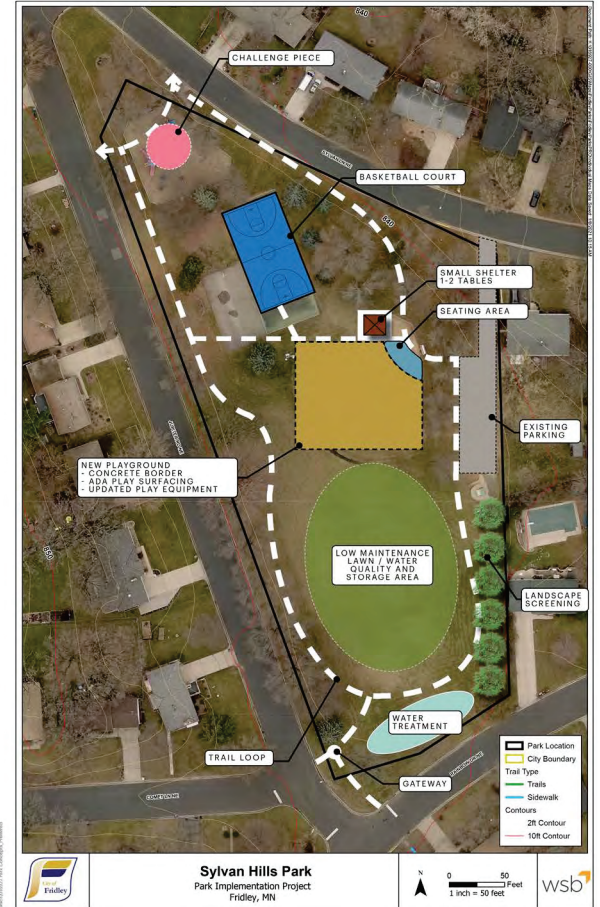
PRIORITY LEVEL:

LOW

MEDIUM

HIGH

This park provides a broad range of recreation for multiple neighborhood service areas, some of which are underserved, and is ranked high.





A

SYLVAN PARK CONCEPT

Scale: 1" = 100'-0"



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SIZE	CAGE CODE	DRAWING NUMBER	REV.
		FIGURE 2 - CONCEPT A	
SCALE	1" = 100'-0"	SHEET	Sht-1 OF 1



AGENDA REPORT

Meeting Date: April 1, 2024

Meeting Type: Parks and Recreation Commission

Submitted By: Mike Maher, Parks and Recreation Director

Title

City of Fridley Park Bench Sponsorship Guidelines

Background

City of Fridley Park Bench Sponsorship Guidelines have been updated after an initial review by the Parks and Recreation Commission in 2022. With the implementation of the Park System Improvement Plan, dozens of new benches will be installed in the park system over the coming years and the opportunity for community sponsorship of benches will offset costs and engage residents.

Updated since 2022 have been examples of bench types selected for the park system as well as refinement of the periods of sponsorship and replacement based on initial feedback from the Commission.

Financial Impact

The recommended sponsorship amount for a memorial or tribute bench is \$2,500 and the program has the potential to offset costs that would otherwise be charged to the Park System Improvement Plan.

Recommendation

Staff recommends that the Commission approve the park bench sponsorship program and guidelines.

Attachments and Other Resources

- Park Bench Sponsorship Guidelines (DRAFT) for April 1, 2024 meeting

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



Park Bench Sponsorship Guidelines

DRAFT 3/26/2024





Park Bench Sponsorship Guidelines

DRAFT

Guide to bench types, inscriptions, and locations.

City of Fridley Memorial/Tribute Guidelines for Park System

Memorial/Tribute Bench Guidelines for Fridley Park System

The City of Fridley (City) Parks and Recreation Department has the following guidelines for management of personalized benches to be used within the City of Fridley Park System to memorialize or to pay tribute to a person or occasion:

1. Requests for a memorial/tribute bench will be submitted in writing to the Parks and Recreation Department through an official order form or online order form. Parks and Recreation staff will review orders and work with sponsors to select locations that are compatible with park maintenance, future improvements, and other activities.
2. The donor may request that a bench be installed in a specific park and may, in some cases, suggest a location within that park. Final placement of a bench is at the discretion of City of Fridley staff based on environmental conditions, utility locations and proximity of other bench amenities.
3. All costs related to a memorial/tribute bench purchase and installation must be paid in advance of bench purchase and installation of an inscribed plaque. Bench sponsorship may be made for a new or existing bench, depending upon the park and age or condition of existing available benches. Donations for bench sponsorship costs are as follows:
 - a. New or existing bench ~~to be installed or installed less than one year from~~ sponsorship is \$2,500
 - ~~b. Existing bench (installed one year or more from sponsorship) sponsorship is \$1,000~~
 - ~~c. Swing bench sponsorship, new or existing is \$4,000~~
4. At the request of the donor, an inscribed recognition plaque, approximately 3" tall by 7" wide, will be affixed to the park bench. Plaques will be centered horizontally on the bench back with vertical alignment ensuring proper attachment. The City maintains standardized wording regulations for a memorial plaque and generally the inscription is limited to three lines of 18 characters per line. The donor may not place additional items on or around the bench such as flowers or photographs.
5. Memorial/tribute benches will be installed by the City Parks Division staff and/or its contractor.



Park Bench Sponsorship Guidelines

DRAFT

Guide to bench types, inscriptions, and locations.

6. The City of Fridley will provide general monitoring of the condition of park benches, including those that have been sponsored with an attached plaque. Sponsored benches will be maintained to the same standards as other park system amenities.
7. The City is not responsible for damage to a bench or plaque due to vandalism, graffiti, accidents or weather. Reasonable accommodations will be made to repair or replace a bench or plaque at the City's expense for ~~five~~ three years after a bench is sponsored. After ~~five~~ three years, a donor may have the option to have the bench or plaque replaced if badly damaged or missing at the city's replacement cost for the bench or plaque at market rate.
8. A sponsorship of a bench will be valid for 10 years after plaque installation. After this time, the City reserves the right to place a new sponsored bench in the same location. It will not be policy to replace a bench or actively seek new sponsors for a bench until the condition of the bench and/or plaque fall below minimum standards for a park amenity. A typical park bench life span is estimated at 20 years.
9. Benches will be placed in public park land and use of the benches are intended to be for the public. The donor or associated parties do not have preferential use of the bench for general use, gatherings or ceremonies.
10. The City of Fridley reserves the right to refuse inscriptions deemed to be offensive, inappropriate or of a divisive nature. The Fridley Parks and Recreation Commission shall review and approve/deny any inscriptions that staff deems reviewable.
11. Examples of standard wording for memorial/tribute bench plaques include:
 "IN MEMORY OF JANE DOE, JULY 2022"
 "COMMEMORATING EARTH DAY 2022 – FRIDLEY LIONS CLUB"
 "RECOGNIZING THE 50TH WEDDING ANNIVERSARY OF JOHN AND JANE DOE"
12. Donations to Fridley Parks and Recreation for park bench sponsorship may be tax-deductible and the City of Fridley will provide a dated donation acknowledgment letter.
- 12-13. Bench and plaque type are subject to change. Current 2024 standards will be as shown or of similar style and quality:



Park Bench Sponsorship Guidelines

DRAFT

Guide to bench types, inscriptions, and locations.

Natural Resource Parks (Springbrook, Locke, Innsbruck, Meadowlands, Etc.)



Neighborhood Parks (Ed Wilmes, Madsen, Skyline, Logan, Etc.)





Park Bench Sponsorship Guidelines

DRAFT

Guide to bench types, inscriptions, and locations.

Community Parks (Commons, Community, Moore Lake)





AGENDA REPORT

Meeting Date: April 1, 2024

Meeting Type: Parks and Recreation Commission

Submitted By: Tara Rogness, Springbrook Nature Center Manager

Title

Springbrook Nature Center Report

Background

Attached is the update from Springbrook Nature Center for the April 1, 2024 Parks and Recreation Commission meeting.

Financial Impact

None.

Recommendation

None.

Attachments and Other Resources

- Springbrook Nature Center Update for April 1, 2024 meeting

Vision Statement

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Springbrook Nature Center

Park & Rec Commission Report

March Environmental Education Programming

- Springbrook Naturalists taught all the Adams Elementary 3rd graders. Typically, they would learn how to snowshoe, but we've been adapting winter programming all season long. Instead, they worked on nature observation through a variety of activities.
- Adams 4th graders learned how to operate a GPS unit and when on a GPS scavenger hunt.
- Great Things Co-Op came out for classes on Animal Tracks and Winter Ecology.
- Naturalist Cody taught all eight 4–5-year-old Preschool classes at Fridley PreK. They covered using their senses outdoors with a fun scent hike.
- All the of the Stevenson Elementary third grade classes learned about Growth, Survival and Reproduction through adaptation costumes and sorting activities.
- Springbrook Naturalists taught all the FMS 8th graders about Heat Transfer using an experiment involving jars of warm water, and different kinds of insulators.
- All the FMS 7th grade students are at the nature center to play an immersive Predator Prey game that helps them bring together all the basic ecology and ecological relationship information they covered in the classroom. Each student gets to be a part of an "animal" group and works together to find all of what they need outside (food, water, shelter) either through finding it in staff-placed buckets, or through simulated hunting (tagging).

March Facility Rentals

- There have been 5 birthday parties so far this month at Springbrook. Two fort building, two reptiles, and one scavenger hunt party.
- Springbrook is a polling place, two of our classrooms were set aside for the Primary Election on March 5.
- The Fridley Fire Department held its annual awards event at Springbrook this month.
- There has been one other rental this month for a family birthday party.

Grants

- We are waiting to hear about the status of the Xcel Energy Grant which we titled, "Wild Connections in Environmental Education".
- A grant of \$2,000 was received from the Minnesota Ornithological Union (MOU) for youth binoculars and field guides.

Park & Building Maintenance

- The Kalwall ceiling has been cleaned and repaired! Springbrook is a brighter, and drier place now!
- The AV system in the classrooms have been upgraded with new equipment. There are new touch panels, processors, jack upgrades, and replacement of the SMART boards with flat screen displays.

Events

- Summer Camp Registration started on Wednesday, February 21 at 8 am. We expect large numbers of camp parents to get their children signed up for some great summer programs. (See chart on last page for enrollment numbers as of March 8, 2024)

- Volunteer Recognition Event took place at Springbrook on Saturday, March 2nd. Thank you to all who could attend, we had a great time playing Hollywood Squares while munching on theater snacks. MANY thanks to all volunteers who help whenever they can!

Upcoming Events

Environmental Fun Fair will take place on Saturday, May 18th. May 18, 2024 | 11 a.m. - 2 p.m. | Springbrook Nature Center

- Event Passport and Prizes
- Environmental and Educational exhibitors
- Pop-Up Community Toy Store
- Stock the Community Toy Store: Swap out your old, under-utilized toys this year. Help us promote reuse in our community by dropping off your lightly-loved children's toys, puzzles, games and art supplies to be distributed during the Pop-Up Community Toy Store at the Environmental Fun Fair. We will be collecting toys in the lobbies of Fridley City Hall and Springbrook Nature Center during business hours from April 16-May 16.
- Games, Crafts & Activities focused around Environmental Stewardship
- Bouncy Castle
- AND MORE!

ActivityName	Resident	NonResident	RegTotal	PercentageFilled	Waitlist
Half Day Camp Classics, ages 4-5	2	13	15	100%	1
Camp Classics, ages 10-12	3	12	15	100%	5
Camp Classics, ages 6-7	7	23	30	100%	6
Camp Classics, ages 8-9	5	25	30	100%	2
Half Day Imagination Creation, ages 4-5	6	9	15	100%	4
Half Day Beast Powers, ages 4-5	5	9	14	93%	1
Imagination Creation, ages 6-7	10	20	30	100%	0
Imagination Creation, ages 8-9	14	16	30	100%	0
Water Adventures Camp - Ages 10-14	1	14	15	100%	6
Fantastic Forts, ages 6-7	8	22	30	100%	3
Zombie Survival, ages 10-12	4	11	15	100%	0
Zombie Survival, ages 8-9	4	8	12	40%	0
You're a Lizard, Harry, ages 6-7	5	25	30	100%	0
You're a Lizard, Harry, ages 8-9	10	20	30	100%	4
Half Day Splish Splash, ages 4-5	5	10	15	100%	6
Water Works, ages 6-7	6	11	17	57%	0
Water Works, ages 8-9	8	22	30	100%	3
Classic Adventures Camp - Ages 10-14	2	12	14	93%	8
Nature Play, ages 6-7	6	15	21	70%	0
Nature Play, ages 8-9	8	22	30	100%	1
Half Day Nature Play, ages 4-5	7	8	15	100%	5
Mischief Makers, ages 10-12	5	10	15	100%	7
T.R.I.C.K.Y. Tinkers, ages 6-7	4	17	21	70%	0
T.R.I.C.K.Y. Tinkers, ages 8-9	13	17	30	100%	0
Eco Explorers, ages 6-7	2	24	26	87%	0
Eco Explorers, ages 8-9	9	21	30	100%	0
Outdoor Adventures Camp - Ages 10-14	2	13	15	100%	9
Time Detectives, ages 10-12	3	12	15	100%	5
Time Detectives, ages 6-7	2	28	30	100%	0
Time Detectives, ages 8-9	7	21	28	93%	0
Half Day Habitat Heroes, ages 4-5	1	8	9	60%	0
TOTALS	174	498	672		76



AGENDA REPORT

Meeting Date: April 1, 2024

Meeting Type: Parks and Recreation Commission

Submitted By: Margo Numedahl, Recreation Division Manager

Title

Fridley Parks and Recreation Division Report

Background

Attached is the update from the Parks and Recreation Department for the April 1, 2024 Parks and Recreation Commission meeting.

Financial Impact

None.

Recommendation

None.

Attachments and Other Resources

- Attached is the update from the Parks and Recreation Department for the April 1, 2024 Parks and Recreation Commission meeting.

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HIGHLIGHTS

Recreation Division: March 2024

Spring Programs

Below is a list of programs and participation numbers for those taking place during March. (Numbers captured on March 18, 2024).

Preschool: Ages 3-5

Sports of all Sorts (5 sessions): Mar-Apr	13
Floor Hockey (4 sessions): Mar-Apr	12

Elementary – Middle School: Grades K-7

Sports of all Sorts K-4 (5 sessions): Mar-Apr	10
Painting Gr. K-4 (6 sessions): Mar-Apr	15
Field Trip to Grand Slam K-5: Mar 29	9

Adult Fitness and Athletics

Zumba (2 classes/6 sessions each): Feb-Apr	20
Aqua Zumba (5 sessions): Feb-Mar	7
Pickleball Live Play Coaching (4 sessions): Feb-Mar 6 – Fridley; 8 – SLP	14
Pickleball Intro Clinic (1 session): Mar 30 6 – Fridley, 4 – SLP	10
Pickleball Ladder League – All Ages: Mar-May 23 – Fridley, 22 – SLP	45
Pickleball Ladder League – Ages 20-35: Mar-May 21 – Fridley, 0 – SLP	21
Volleyball Coed Rec League: Jan-Mar North Metro League*: Fridley – 2 teams	15 teams
Volleyball Coed Competitive League: Jan-Mar North Metro League*: Fridley – 5 individuals	12 teams
Volleyball Women's Competitive League: Jan-Mar North Metro League*: Fridley – 1 team; 3 ind)	15 teams
Coed Bag Toss League: Feb-Apr North Metro League*: Fridley – 3 teams	9 teams

*North Metro Leagues are offered in cooperation with Mounds View, New Brighton, and Spring Lake Park.

Parks and Recreation Brochure

Content for the May/June brochure is complete. The document is being designed and will be mailed to residents during the week of April 1.



Moore Lake Community Building

We began taking reservations for the new Moore Lake Community Building on Wednesday, March 13 and received 11 reservations the first day. The Xplor system is set up for requests to be placed online and then confirmed by staff following the request. The process is working well and the majority of reservations have been placed online. The community is excited to use the new space!



Mondays at Moore Update

We will have four events at Moore Lake Park this summer! They include two live music concerts, a performance by the City Band, and a Bike Rodeo in partnership with Public Safety. We are excited to utilize this beautiful space this summer!

ROCKS Registration

ROCKS registration opened at 8 a.m. on March 6! Within one day, our K-1 class for all 9 weeks of ROCKS was full. Grades 4-6 class is currently full, and we are 98.5% full for the grades 2-3 class. The online registration system worked really well and we received positive feedback from participants – and very few calls from people needing assistance. We look forward to a fun summer of ROCKS!

Community Concert Series Update

All bands have been booked for our summer concert series at Civic Campus and Springbrook Nature Center! Food trucks have also been booked for the Civic Campus events, and we have scheduled an edible orchard tour prior to a concert that will be led by Public Work's tree specialist, and will also highlight the edible gardens located next to the orchard.

Locke Park Scavenger Hunt

We were excited to use Locke Park for our annual scavenger hunt! Participants at this event were given a clue sheet to help them find the secret codes scattered throughout the park. When they found all of the codes they won a Fridley water bottle. Locke park is a great location for this program.

After-School & Preschool Classes

Our after-school classes are in full swing! New classes started the last week of February and include Painting and Sports of All Sorts. Our painting class filled up right away, and we hope to offer more arts and crafts classes in the future.

Winter Volleyball

Our Winter indoor volleyball season concluded in March. Between 2 coed leagues and 1 women's league the North Metro Sports Group collected 42 team and 23 individual registrations! Teams played 10 weeks between the months of January – March. Leagues concluded with a single elimination tournament to find the league champions. We are excited about this partnership and the opportunity it provides Fridley residents to participate in adult athletic programs!



Bag Toss League

The North Metro Bag Toss League began this March. We have moved the location of this league to the Mounds View Community Center to allow the league to run earlier in the evening as there were availability restrictions with Hayes Gym. Returning and new teams have registered for the spring season and we are excited for the continued growth of the program.

Hiring Update

Our Recreation Internship position received 11 applicants and offers have been accepted by two candidates. Our Seasonal Recreation Instructor position has 12 staff returning, and we received a total of 30 new applications through our job posting. Twenty of those were interviewed at Fridley High School as part of the partnership with Mr. Kiefer and the Get Ready Program, and 10 were interviewed here at City Hall. We hope to have job offers out the first week of April!

Commons Park

A grant application has been prepared for submission on March 29th to the DNR Outdoor Recreation program for matching funds of \$350,000 for the Commons Park splash pad. A series of stakeholder meetings have been held with community groups to discuss needs for athletic fields and HCM Architects have been brought on board to design the recreation building component of the project.





AGENDA REPORT

Meeting Date: April 1, 2024

Meeting Type: Parks and Recreation Commission

Submitted By: Jeff Jensen, Operations Manager – Streets, Parks, and Facilities

Title

Park Maintenance and Construction Report

Background

Attached is the Park Maintenance and Construction report for the April 1, 2024 meeting.

Financial Impact

None.

Recommendation

None.

Attachments and Other Resources

- Park Maintenance Report for April 1, 2024 meeting

Vision Statement

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Memorandum

Item 5.

Date: 03/20/24
To: Mike Maher, Parks and Recreation Director
From: Jeff Jensen, Operations Manager, Streets, Parks, Facilities
DEPT: Public Works
CC: Margo Numedahl, Parks and Recreation Manager
RE: Parks and Recreation Commission Report for April 8th, 2024 Meeting

The Park Maintenance Division has been doing work at Moore Lake Park including assembling, and installing benches and tables, putting out all garbage and recycle cans, prepping for concrete work for bench pads, cleaning and prepping building for rentals and clearing brush and trees from the northern wooded section of park. Last winter we assembled and installed benches and tables and garbage at neighborhood parks.

Work is being done on all parks with clean-up and installing all tennis and pickleball nets. We will be starting on replacing border at the volleyball courts at Moore Lake Park as well. We are in the process of hiring our seasonal staff and things are looking better than seasons in the past. Maintenance demands are going to be significantly higher this summer adding the new Moore Lake Park building and Locke Park restrooms for cleaning, general park maintenance and rental prep.

