



Parks and Recreation Commission Meeting

June 05, 2023

7:00 PM

Locke County Park, Main Shelter - 840 71st Avenue NE

Agenda

Call to Order

Roll Call

Approval of Agenda

Approval of Meeting Minutes

- [1.](#) May 1, 2023 Parks and Recreation Commission Minutes

New Business

- [2.](#) Locke Park Walking Tour
- [3.](#) Parks and Recreation Commission 2023 Goals and Workplan Review

Old Business

Staff Reports

- [4.](#) Springbrook Nature Center Report
- [5.](#) Fridley Parks and Recreation Division Report
- [6.](#) 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: June 5, 2023

Meeting Type: Parks and Recreation Commission

Submitted By: Mike Maher, Parks and Recreation Director

Title

May 1, 2023 Parks and Recreation Commission Minutes

Background

Attached are the meeting minutes of the May 1, 2023 Parks and Recreation Commission.

Financial Impact

None.

Recommendation

Staff recommends approval of the May 1, 2023 Parks and Recreation Commission minutes.

Attachments and Other Resources

- May 1, 2023 Parks and Recreation Minutes.

Vision Statement

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



Park Commission Meeting

May 1, 2023

7:00 PM

Fridley City Hall, 7071 University Avenue NE

Minutes

Call to Order

Chair Borman called the Parks and Recreation Commission meeting to order at 7:00 p.m.

Present

Luke Cardona
EB Graham
Peter Borman
Tim Kirk
Suad Maow
Don Whalen
Mike Maher, Parks and Recreation Director

Approve Parks & Recreation Commission Minutes for April 3, 2023

Motion by Commissioner Cardona to approve the April 3, 2023 meeting minutes. Seconded by Commissioner Kirk. The motion passed unanimously.

Approve Parks & Recreation Commission Agenda for May 1, 2023

Motion by Commissioner Graham to approve the May 1, 2023 meeting agenda. Seconded by Commissioner Whalen. The motion passed unanimously.

New Business

1. 2024 Parks Capital Investment Program Recommendation

Parks and Recreation Director Mike Maher provided background information on the Capital Investment Program (CIP) noting that the Commission annually makes a recommendation on parks projects for the coming year. He briefly summarized the 2024 CIP relating to parks and welcomed any questions.

Motion by Commissioner Kirk to approve the 2024 Capital Investment Program. Seconded by Commissioner Whalen. The motion passed unanimously.

2. Grant and Project Opportunity for Outdoor Fitness Court

Mr. Maher advised of a grant and project opportunity for an outdoor fitness court which is offered by the National Fitness Campaign and Blue Cross/Blue Shield of Minnesota. He explained that this would essentially be an outdoor gym and provided more details on the partnership that would be involved as well as the process that would be involved to bring this type of concept forward. He stated that at this time there is funding available for the first 50 partners and provided more details on the financial model and grants being offered. He asked if the Commission believes that this would be used in the community and whether it would be a good fit for this community. He provided details on the desired location for this feature through the grant program and provided some park locations that could meet that criteria.

The Commission asked for details on the estimated maintenance costs, whether this would take away from other elements in the parks master plan, utilization of the app, whether it would be appropriate to locate near a school, and the experience of communities that have participated in this program. Mr. Maher noted that there are no moving parts and therefore would have a similar lifespan to a commercial playground. He stated that staff could follow up to find the additional data. He noted that the intent was to gauge the interest of the Commission as staff was unsure because it had been determined that the grant would only cover about one quarter of the cost.

The Commission noted that while there was a desire from some community members to have fitness equipment in the parks, this may be more intense than what was desired, and the grant funding would not be sufficient to support this concept. Mr. Maher noted that staff could look into incorporating other fitness elements into the park improvements planned through the master plan process, as that would be similar in cost, or even less, than this concept. It was noted that the City could also come back to this program in the future if there is interest.

Motion by Commissioner Kirk to not pursue this program in 2023 but potentially reconsider in future grant cycles. Seconded by Commissioner Cardona. The motion passed unanimously.

3. Neighborhood Park Sign Final Design Selection

Mr. Maher provided background information on the design process for neighborhood parks and presented the proposed design options including colors and sample materials.

The Commission

Motion by Commissioner Cardona to approve the staff recommendation, option four, for the neighborhood park sign final design. Seconded by Commissioner Graham. The motion passed unanimously.

4. Fridley Parks and Recreation Department Scholarship Program Application

Mr. Maher provided an update on the amendments to the program and updated application, which he believed addressed the input from the Commission at its last review.

The Commission asked for clarification on whether this would run on a school year or calendar year. Mr. Maher replied that this program runs with the school year but would switch to a calendar year for 2024. He stated that they would begin the program in 2023 on a prorated scale.

Motion by Commissioner Cardona to adopt the scholarship policy and corresponding application form and to endorse implementation of the program. Seconded by Commissioner Graham. The motion passed unanimously.

5. Outdoor Field and Facility Rental Guidelines and Fees Draft Update

Mr. Maher noted that the Commission discussed this at the last meeting, and he has attempted to incorporate those comments into the draft policy. He reviewed the updates that were made to the policy for the Commission to consider for adoption.

The Commission suggested using religious organizations rather than churches. Mr. Maher agreed. It was also noted that staff should follow up to ensure the description used for nonprofits would be accurate and would not exclude the sports organizations.

Motion by Commissioner Cardona to approve the Outdoor Field and Facility Rental Guidelines and Fees document with the noted change. Seconded by Commissioner Whalen. The motion passed unanimously.

Mr. Maher provided an update on the work staff is doing to check the participation levels of youth in the different sports organizations to ensure they have a majority of Fridley residents to maintain priority status.

Old Business

Staff Reports

6. Springbrook Nature Center Report

Mr. Maher commented on the busy schedule of staff working with students at local schools. He thanked the Springbrook Nature Center Foundation and the volunteers that held a successful spring fundraising event. He provided details on a new installation, staffing changes, and grant applications.

7. Fridley Parks and Recreation Division Report

Mr. Maher provided details on program enrollments, recent events, progress on Moore Lake Park, and staffing.

8. Park Maintenance and Construction Report

Mr. Maher stated that staff has been transitioning to the spring season and preparing for spring youth sports. He also thanked staff for the work they had done to mitigate flooding.

Adjournment

Commissioner Graham made the motion to adjourn the meeting at 8:17 p.m. Seconded by Commissioner Maow. The motion passed unanimously.

Respectfully submitted,

Amanda Staple
Recording Secretary



AGENDA REPORT

Meeting Date: June 5, 2023

Meeting Type: Parks and Recreation Commission

Submitted By: Mike Maher, Parks and Recreation Director

Title

Locke Park Walking Tour

Background

In November of 2022, the Fridley City Council passed a resolution to exit a Joint Powers Agreement (JPA) with Anoka County, which had authorized Anoka County to operate and maintain Locke Park, a property owned by the City of Fridley. The JPA allowed termination of the agreement by either party with a one-year notice. In November of 2023, the City of Fridley will assume operational control of the park including shelter rentals, programming, maintenance and enforcement of park policies.

Financial Impact

The City of Fridley will assume responsibility for maintenance costs for the Locke Park property.

Recommendation

Staff will gather ideas and feedback from the Commission on how they would like to see the Locke Park property changed or improved under the City of Fridley's management in areas including but not limited to shelter rentals, trails, signage and wayfinding, natural resources management, and programming.

Attachments and Other Resources

- None

Vision Statement

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



AGENDA REPORT

Meeting Date: June 5, 2023

Meeting Type: Parks and Recreation Commission

Submitted By: Mike Maher, Parks and Recreation Director

Title

Parks and Recreation Commission 2023 Goals and Workplan Review

Background

A draft of the 2023 goals and workplan has been updated to reflect annual progress and staff desires to review the workplan to discuss additions and priorities for items to be reviewed at future meetings of the Commission.

Financial Impact

None

Recommendation

Staff recommends the Commission discuss the goals and workplan and make suggestions for updates and revisions for the second half of 2023.

Attachments and Other Resources

- June 2023 DRAFT Parks and Recreation Commission Goals and Workplan

Vision Statement

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



2023 Parks and Rec Commission

Goals, Initiatives, and Workplan

DRAFT – June Meeting





2023 Parks and Recreation Commission Draft - June Meeting

Goals and Strategic Initiatives

1. Determine a meeting format and schedule that meets desired outcomes for staff and Commissioners:
 - a. Frequency of meetings
 - b. Incorporate a work session format to better facilitate advisory role of Commission
 - c. Meeting cancellations when a meeting is not needed
2. Provide strong orientation to new Commission member to include training opportunities, meetings with staff, and review of background materials and documents.
3. To better define the roles and responsibilities of the Chair and to hold a monthly planning meeting with the Chair and Staff Contact to plan future meeting agendas.
4. Play advisory role to staff and City Council in policy recommendations for Park System:
 - a. Park shelter rental policies and fees
 - b. Park building rental policies and fees (Moore Lake)
 - c. Sponsorship policies for park benches, events
 - d. Scholarship and fee assistance
 - e. Conditional use policy and permit – commercial photography, non-City special events, classes for fees, races, etc.
5. Advisory role in Park System Improvement Plan:
 - a. Assist with selection of park common elements
 - b. Provide feedback on park plans and features
 - c. Provide feedback on play equipment
6. Assist staff in process of planning and prioritizing program offerings.
7. Provide recommendations when residents raise concerns with park use or development.
8. Meet with community interest groups that utilize parks and facilities such as youth sports organizations to determine needs and gather feedback.
9. Serve as ambassadors of Fridley Parks and Recreation through volunteering, participating in community engagement and being a resource for community members.



2023 Workplan

Item	Process	Status
2023 Goals and Workplan	- Review at February meeting, suggest revisions if needed - Approve at February or March meeting	In progress
Commissioner Orientation and Training	- Opportunity for new members to meet with Staff - Training with City Attorney on meeting law, procedure	In progress
Vice Chair Position	Nominations and voting at February meeting	Complete
Role of Commission Chair	- Establish monthly meeting with Chair and Staff Contact to set agenda for following meeting - Opportunity for Chair to attend a Council Conference Meeting to interact with Councilmembers	In progress
Local Sports Assn. Check-in	- FYSA Soccer Completed - FYSA Baseball - FYSA Football	Complete for 2023
Creekview Park – 2023 Construction	- Play equipment ordered 2022 - Provide input on park common elements - Provide input on site plan - Assist with planning grand opening - Commission represented at Grand Opening	
Ed Wilmes Park – 2023 Construction	- Play equipment ordered 2022 - Provide input on park common elements - Provide input on site plan - Assist with planning grand opening - Commission represented at Grand Opening	
Skyline Park – 2023 Construction	- Play equipment ordered 2022 - Provide input on park common elements - Provide input on site plan	



2023 Parks and Recreation Commission

Item 3.

	- Assist with planning grand opening - Commission represented at Grand Opening	
Moore Lake Park – 2023 Construction	- Playground approved 2022 - Review and provide feedback on community building and site design - Provide input on community building operational policy and rental rates, provide recommendation to Council - Assist in planning of Grand Opening, attend and participate as possible - Opportunity for construction tour	In Progress
Edgewater Gardens Park – 2023 Planning and 2024 Construction	- Provide input in community engagement efforts - Provide input in playground design - Provide input on park site plan and common elements	Commissioners encouraged to attend August 10 event from 5:30-7:00 pm
Logan Park – 2023 Planning and 2024 Construction (New)	- Provide input in community engagement efforts - Provide input in playground design - Provide input on park site plan and common elements	Commissioners encouraged to attend July 12 event from 5:30-7:00 pm
Plymouth Square Park – 2023 Planning and 2024 Construction	- Provide input in community engagement efforts - Provide input in playground design - Provide input on park site plan and common elements	Commissioners encouraged to attend July 27 event from 5:30-7:00 pm
Sylvan Hills Park – 2023 Planning and 2024 Construction	- Provide input in community engagement efforts - Provide input in playground design - Provide input on park site plan and common elements	Commissioners encouraged to attend August 24 event from 5:30-7:00 pm
Programs and Special Events	- Opportunities to volunteer at Parks and Recreation programs and events - Opportunities to share program and event ideas as an agenda item during meetings - Invite President of 49er Days Committee to attend meeting and gather feedback from Commission	



2023 Parks and Recreation Commission

Item 3.

Conditional Use Permit	• Provide feedback on first draft of Parks Conditional Use Permit policy and application • Approve revised policy and application	
Park Bench Sponsorship	• Provide feedback on second draft of park bench sponsorship fees and guidelines • Approve bench sponsorship fees and guidelines	
Fee Assistance Program	• Review fee assistance program policies and provide feedback • Approve fee assistance program changes if warranted	Complete
Parks Tour	• The June meeting may be a parks tour to visit current and upcoming parks being improved	In progress
Review of Capital Investment Program	• Per City Code, the Commission shall recommend a Capital Investment Program for Parks prior to June 1 for the following year	Complete

Future Items for Consideration:

- Shelter reservation policies and fees
- Outdoor field use policies and fees – Review complete
- Moore Lake Community Building policies and rental fees
-



AGENDA REPORT

Meeting Date: June 5, 2023

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 June 5, 2023 Parks and Recreation Commission meeting.

Financial Impact

None.

Recommendation

None.

Attachments and Other Resources

- Springbrook Nature Center Update for June 5, 2023 meeting

Vision Statement

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

Springbrook Nature Center

Park & Rec Commission Report

Item 4.

April Highlights

- There were 5 indoor and PAC rental groups this month. Groups included family birthday parties and an Eid celebration.
- 7 birthday parties happened at Springbrook this month. Naturalists entertained and educated party guests with live animals and scavenger hunt, and survival programming.
- The spring session of Nature Preschool Club started this month. There are 10 excited children enrolled. They've gone looking for signs of spring, learned about pollinators, met painted lady butterfly larvae, and explored habitats so far this month.
- Naturalist Dina taught all the Adams Elementary school Kindergarten, and 2nd graders (one of our partner schools).
- SNC Naturalists taught 220 Fridley Kindergarteners this month in both an in-class activity and field trip to SNC. They're continuing to learn about living and non-living, sorting natural items into groups, and using their senses in nature to compare habitats found at Springbrook (prairie, forest, wetland)
- Naturalist staff taught 220 Fridley First Graders last month at their school. They learned about cycles and are observing a cycle in their classrooms with the addition of Painted Lady Butterfly larvae in their classrooms. We will see all the first graders in May for their field trip and completion of their module.
- Kids on the Move (a cooperative of in-home daycares) came out with about 25 kids to learn about Animal Habitats.
- Valentine Hills Elementary brought out 160 Kindergarteners to learn about habitats with the naturalist staff.
- Athlos Leadership Academy visited with 80 Kindergarteners to learn about the Signs of Spring.

Upcoming this Season

- We are looking forward to Migration Celebration, a free community program planned and implemented by naturalists Matt and Will. This program will focus on celebrating migration birds with educational vendors, activities, hikes, and live birds. Mark your calendar for Saturday, May 13th from 11 am - 2 pm.
- We are looking forward to a successful and fun summer camp season, which will begin on June 12 and run through August 24.
- We would like to congratulate Dina Cyrus on her next career adventure, she will be leaving Springbrook Nature Center on June 30 to further her skills and creative talents with Vacker Sign Company. The Nature Center staff is currently interviewing candidates for the open Interpretive Program Coordinator position.

Grants

- Tara and Cody submitted a MN DNR Outdoor Recreation Grant for a \$150,000 increase funding for the Nature Play Area project. We are hopeful that our project will be chosen to receive funding, decisions should be made sometime this summer.
- We have applied for a grant from Xcel Energy at the beginning of March. The grant project is an Interactive Stream Workshop. We hope to install a water feature stream laboratory just outside of the Nature Play Area that will allow students to study how water moves, how it has the power to erode and change the landscape.

Park & Building Maintenance

- With warmer weather, we are seeing more tagging and vandalism in the park. The staff are doing what they can with regular hikes in the park to clean off graffiti and catalog damage.

Events

- The Springbrook Nature Center Foundation hosted a successful Spring Spree. This fundraising event brought in more than \$35,000. More than 150 people were in attendance to hear a talk by local naturalist, Heidi Ferris, participate in fundraising games and live and silent auctions.



AGENDA REPORT

Meeting Date: June 5, 2023

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 June 5, 2023 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 June 5, 2023 Parks and Recreation Commission meeting.

Vision Statement

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

HIGHLIGHTS



Recreation Division: May 2023

Spring Programs

Spring programs are coming to a close as we ramp up for the busy summer season! Below is a list of programs and participation numbers for programs that took place in May.

PRESCHOOL: Ages 3-5

Soccer (6 sessions)	14
Track & Field (6 sessions)	11

ELEMENTARY AFTER-SCHOOL: Grades K-4

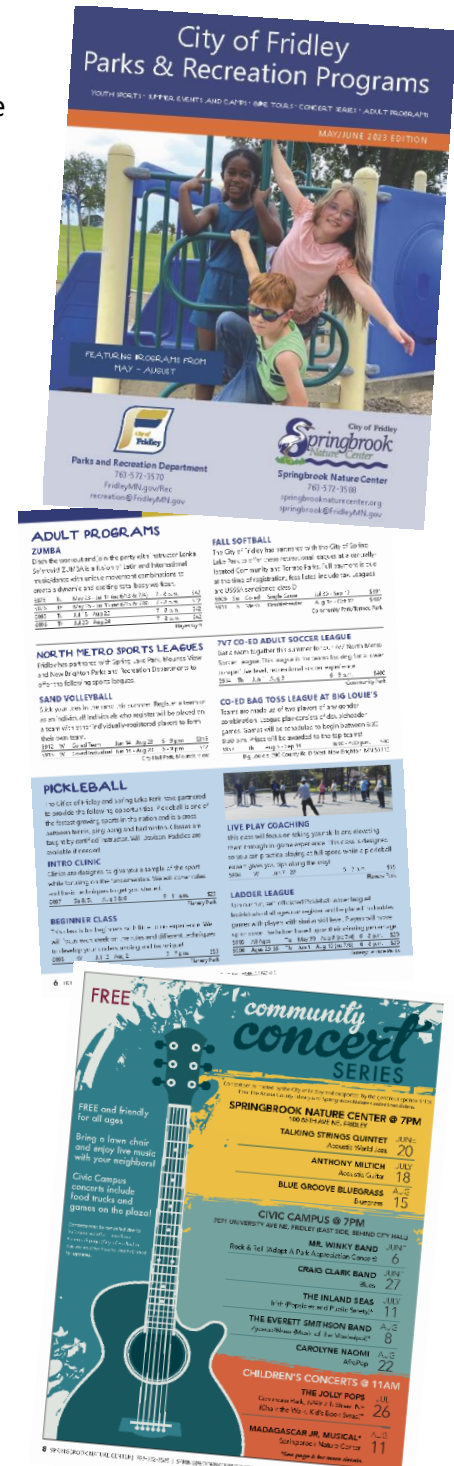
Baseball/Kickball (6 sessions)	11
Pinterest Party Spring Crafts (6 sessions)	14
Tae Kwon Do (6 sessions)	10

ADULT FITNESS & ATHLETICS

Zumba (2 classes/6 sessions each): May - Jul	11
Pickleball Intro Clinic: (2 sessions): May 20-21 (4 - Fridley; 6 - SLP)	10
Pickleball Skills & Drills (4 sessions): Apr - May (6 - Fridley; 4 - SLP)	10
Pickleball League: Mar - May (15 - Fridley; 15 - SLP)	30
Summer Pickleball League All Ages: May - Aug (21 - Fridley; 19 - SLP)	40
Summer Pickleball League 20-35: Jun - Aug (14 - Fridley; 1 - SLP)	15
Indoor Co-Rec Volleyball: Apr - May (2 - Fridley; 4 - SLP; 1 - NB; 4 - MV)	14 teams
Indoor Women's Volleyball: Apr - May (2 - Fridley; 3 - SLP; 3 - NB; 1 - MV)	9 teams
55+ Golf League: May - Aug	19

Parks and Recreation Brochure

Content for the July/August brochure is complete and the document is being designed; it will be delivered during the last week of June.



Pickleball Leagues

Spring Pickleball Leagues ended on May 10. Pickleball players are excited head back outside for the summer programs! Summer Leagues began last week and we have 55 players in the two leagues. We are happy to see this program continue to grow. By adding an additional league and extending the hours, we were able to increase enrollment and have 25 participants more than last summer.

After-school

Our final section of this year's after-school classes is in the books! Kids have enjoyed playing baseball, kickball, and making a variety of Spring themed arts & crafts. We are grateful for the partnership with Fridley Schools for the space and for the super snack that each student enjoys before our classes start.

Staff Training

We have hired a total of 23 seasonal staff to work with our programs this summer. Our lead staff started their training and lesson planning, and we kicked off the first day of training for the rest of the staff on May 31 with a paperwork party with HR followed by learning games to teach this summer outside on the plaza. We can't wait for summer programs to start!

Elementary School Carnivals

We were invited to participate in both Stevenson and Hayes Elementary School Carnivals. The community engagement aspect of these was so much fun—we held a dance party at Hayes (even the mascot giraffe was dancing!) and kids at Stevenson were able to create spin art—many were doing it for the first time! It was great to volunteer our time and give back to the schools we partner with!

Community Concert Series Begins on June 6!

Don't miss the first concert of the season at 7 p.m. on Tuesday, June 6 at the Civic Campus Plaza! Join us to recognize the Adopt-A-Park volunteers and enjoy the Mr. Winky Band, Rustic Chef Food Truck and Rec 'N Roll games!





AGENDA REPORT

Meeting Date: June 5, 2023

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 June 5, 2023 meeting.

Financial Impact

None.

Recommendation

None.

Attachments and Other Resources

- Park Maintenance Report for June 5, 2023 meeting

Vision Statement

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



Memorandum

Item 6.

Date: 5/26/2023
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 June 5th, 2023 Meeting

The Park Maintenance Division has been working on our full summer schedule including mowing, landscaping, athletic field prep and shelter prep. We had our first softball tournament which was very successful and weekend staff will be starting the weekend before Memorial Day.

We have been working on site removals at Moore Lake to help the project along and prep for construction this summer and we have some removals left in the small parks to get them ready for construction.

We have been mowing University AVE already and have a planting scheduled for Civic Campus West Plaza with the ERC to plant more edible species including service berries, blueberries and raspberries to improve our edible orchard.

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