



Parks and Recreation Commission

Meeting

April 03, 2023
7:00 PM

7071 University Avenue N.E.

Agenda

Call to Order

Roll Call

Approval of Agenda

Approval of Meeting Minutes

- [1.](#) March 6, 2023 Parks and Recreation Commission Minutes

New Business

- [2.](#) Commission Check-in with Fridley Youth Sports Association (FYSA) Football
- [3.](#) Commission Introduction to Kizen Academy Soccer Club
- [4.](#) Fridley Parks and Recreation Scholarship Program Policy Options
- [5.](#) Outdoor Athletic Field/Facility Rental Guidelines and Fees

Old Business

Staff Reports

- [6.](#) Springbrook Nature Center Report
- [7.](#) Fridley Parks and Recreation Division Report
- [8.](#) 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 3, 2023

Meeting Type: Parks and Recreation Commission

Submitted By: Mike Maher, Parks and Recreation Director

Title

March 6, 2023 Parks and Recreation Commission Minutes

Background

Attached are the meeting minutes of the March 6, 2023 Parks and Recreation Commission.

Financial Impact

None.

Recommendation

Staff recommends approval of the March 6, 2023 Parks and Recreation Commission minutes.

Attachments and Other Resources

- March 6, 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

March 6, 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
Peter Borman
Suad Maow
Ken Schultz
Don Whalen
Mike Maher, Parks and Recreation Director

Approve Parks & Recreation Commission Agenda for March 6, 2023

Motion by Commissioner Schultz to approve the March 6, 2023 meeting agenda. Seconded by Commissioner Whalen. The motion passed unanimously.

Approve Parks & Recreation Commission Minutes for February 6, 2023

Motion by Commissioner Whalen to approve the February 6, 2023 meeting minutes. Seconded by Commissioner Schultz. The motion passed unanimously.

Commissioner Maow arrived.

New Business

1. Discussion with Fridley Youth Sports Association Baseball Leadership

Mike Maher, Parks and Recreation Director, stated that the Commission had asked to have check-ins with different sports associations and tonight Jim Stangler is present from FYSA Baseball.

Jim Stangler, FYSA Baseball, provided information on enrollment numbers, marketing, clinics offered to younger kids, and equipment donations. He stated that he is currently focused on recruitment and fundraising. He commented that the little league fields in the community are great, and the kids love the availability of concessions at the fields. He provided details on sponsorships, team fees, grant availability, and challenges. He also provided details on

tournaments and events planned for the upcoming season. He appreciated the efforts of City staff, their cooperation and excellent maintenance.

The Commission acknowledged the affordability of the programming and thanked Mr. Stangler for sharing that information.

2. Rice Creek West Regional Trail Corridor Master Plan Update

Karen Blaska, Anoka County Parks Planner, provided an update on the development concept for the trail corridor noting that they are working through the joint powers concept and have removed the parks the City will be taking over. She stated that the trail was separated into six segments and provided more details on the planned improvements and amenities for each segment.

The Commission asked for details on the timeline for the project and whether there has been priority assigned. Ms. Blaska provided details noting that for the entire project the timeline would be one to 20 years, as it would be dependent on funding. She commented that some of the items would be completely relatively quickly because they have a low cost and noted that they would be working to develop priorities. She welcomed input.

The Commission expressed a preference for the single-track trails. The connection to Ramsey County facilities was mentioned and the Commission asked if there has been any collaboration. Ms. Blaska noted some of the improvements Ramsey County has made and confirmed that the groups have worked together in the past.

The Commission thanked Ms. Blaska for sharing the information.

3. Park System Common Elements Discussion

Mr. Maher explained the purpose of having common elements within the parks that help to create a brand and identity within the system. He provided examples of some of the different common features such as benches and other seating options, park entrance signage, colors, and others. He noted that staff has provided input on the different materials to address concerns with maintenance.

The Commission agreed that the park entrance signs should be similar in color and design rather than including the City logo on the signs. The Commission also had a preference for browns or darker colors for certain elements that may hold up well with the weather and potential vandalism. The Commission supported the recommendations and direction of staff, urging staff to think about the items that will hold up the best against weather and time. There was also a note to think about seating choices for residents of all ages. The Commission also provided input and preference for the different types of park signage. Mr. Maher noted that he can bring back some updated concepts for the Commission to provide input on.

The Commission provided input on the color range for the shelters, agreeing with the suggestion of staff.

Staff Reports

4. Springbrook Nature Center Report

Mr. Maher provided an overview of the report including staffing and programing at the Nature Center.

5. Fridley Parks and Recreation Division Report

Mr. Maher provided an overview of the report and highlighted recent events and programing.

6. Park Maintenance and Construction Report

Mr. Maher reviewed the written report.

The Commission noted a trail near Community Park that is in need of maintenance/ice removal.

Unfinished Business

None

Adjournment

Commissioner Whalen made the motion to adjourn the meeting at 8:41 p.m. Seconded by Commissioner Cardona. The motion passed unanimously.

Respectfully submitted,

Amanda Staple
Recording Secretary



AGENDA REPORT

Meeting Date: April 3, 2023

Meeting Type: Parks and Recreation Commission

Submitted By: Mike Maher, Parks and Recreation Director

Title

Commission Check-in with Fridley Youth Sports Association (FYSA) Football

Background

The Parks and Recreation Commission requested periodic check-in meetings with representatives from youth sports associations operating within Fridley that use our parks and facilities. A representative from FYSA Football will provide an update to the Commission and be available to answer questions.

Financial Impact

None

Recommendation

Attachments and Other Resources

-

Vision Statement

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



AGENDA REPORT

Meeting Date: April 3, 2023

Meeting Type: Parks and Recreation Commission

Submitted By: Mike Maher, Parks and Recreation Director

Title

Commission Introduction to Kizen Academy Soccer Club

Background

Kizen Academy Soccer Club is a non-profit organization based in Fridley offering soccer training and youth development opportunities. The group has been using open field space at Commons Park for the past several years and has been renting indoor gym space at the Fridley Community Center during the winter months. The group has expressed a desire to work with the City of Fridley to use maintained soccer fields for weekend activities. William Totimeh will represent the group and provide some background information to the Commission and answer questions from the group.

Financial Impact

None

Recommendation

Attachments and Other Resources

-

Vision Statement

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



AGENDA REPORT

Meeting Date: April 3, 2023

Meeting Type: Parks and Recreation Commission

Submitted By: Mike Maher, Parks and Recreation Director

Title

Fridley Parks and Recreation Scholarship Program Policy Options

Background

The Fridley Parks and Recreation Department has offered fee assistance programs in various programs for over forty years. The current structure of the fee assistance (now scholarship) program is due for updates due to changes in program fees, facilities, and registration processes.

Financial Impact

Administration of the scholarship program provides enrollment discounts to residents to remove financial barriers for some individuals wishing to participate in classes and programs. Using the last pre-pandemic school year of 2018-2019, 20 account holders used the fee assistance program for a total of \$3,168 in program discounts. 2022-2023 school year scholarships are just over \$4,000 to date.

Recommendation

Staff recommends that the Commission discuss the available options for modification of a scholarship policy and make recommendations for refinement. An updated policy can be returned to the Commission at a subsequent meeting for approval.

Attachments and Other Resources

- Fee Assistance Application 2022-2023
- Program Scholarship Policy Update Options 3-27-2023

Vision Statement

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



Fridley Parks & Recreation

7071 University Ave N.E. Fridley, MN 55432
763-572-3570 | Recreation@FridleyMN.gov | FridleyMN.gov

Item 4.

Fee Assistance Program Application 2022-2023

To receive fee assistance, please complete this form and submit it with your registration. This form must be completed, signed, and dated prior to receiving fee assistance. **These funds are available to Fridley residents only.**

A. General Information

Family Last Name:	Phone:	Driver's License Number:
Street Address:	City: Fridley	State: MN Zip Code:

In accordance with the MN Government Data Practices Act, the Recreation staff of Fridley hereby informs you that the personal information we are requesting of you and/or your children on this form is considered private. Private data is available to you and to City staff who need to have this information to administer the program – but not to the public.

B. Household Information

1. Please complete the following information for household members **who will be using this program**:

HOUSEHOLD MEMBER'S FULL NAME (INC. LAST NAME)	GENDER	DATE OF BIRTH	GRADE

C. QUALIFICATIONS

I. Please check your eligibility:

- ☐ National School **Reduced** Lunch Program.
- ☐ National School **Free** Lunch Program.
- ☐ Income (please circle on chart and provide documentation)
- ☐ County Aid

I declare that the information provided is true and complete, and I acknowledge that this is private data that will only be used for reporting purposes only and will not be made available to the public.

	REDUCED	FREE
<u>Household Size</u>	<u>Yearly Income</u>	<u>Yearly Income</u>
2	<\$33,874	<\$23,803
3	<\$42,606	<\$29,939
4	<\$51,338	<\$36,075
5	<\$60,070	<\$42,211
6	<\$68,802	<\$48,347
7	<\$77,534	<\$54,483
8	<\$86,266	<\$60,619

Signature

Date



Fridley Parks & Recreation

7071 University Ave N.E. Fridley, MN 55432
763-572-3570 | Recreation@FridleyMN.gov | FridleyMN.gov

Item 4.

Fee Assistance Program Guidelines

(Revised July 2022)

Thank you for your participation in our Recreation Programs. We are pleased to be able to provide this opportunity to all residents of Fridley. The following are a few guidelines you should be aware of as a participant in our Fee Assistance Program.

WHO QUALIFIES?

- 1) The Fee Assistance Program is available for all participants who reside full-time in Fridley. Participants must remain full-time residents during the activity or activities they have received assistance for. Proof of residency is required at the time of application (i.e., driver's license, water or electricity bill).
- 2) To qualify:
 - a) households must show proof of participation in the School District Free or Reduced Lunch Program; or
 - b) show documentation that meets the guidelines for the Federal Income Eligibility Guidelines for Free or Reduced Lunch Program (see chart below); or
 - c) show documentation that the family receives low-income financial aid from the county.

WHAT QUALIFIES?

1. Events, trips or activities that require the purchase of a ticket or payment to another service provider are *not eligible* for fee assistance.
2. Participants who qualify for the **Reduced Lunch Program are eligible for up to 50%** off the maximum scholarship for select youth activities up to \$130 per person for each activity season (January – April, May – August, September – December).
3. Participants who qualify for the **Free Lunch Program are eligible for up to 100%** off select youth activities up to \$130 per person for each activity season (January – April, May – August, September – December). After this limit has been reached, additional participation will require at least 50% of applicable fees. Classes instructed by outside contractors may only be eligible for a discount and not full reduction.
4. Adults are eligible for up to 25% off select activities.
5. Senior citizens (age 55+) are eligible for up to 50% off select activities.
6. Trips and other special events may not qualify for the Fee Assistance Program.

GUIDELINES:

- 1) In event you can no longer participate, we ask that you cancel *as soon as you can*. This allows us time to contact the waiting list and enroll other interested participants. Please call the Recreation Office at 763-572-3570 to cancel.
 - a) For ongoing scheduled programs (sports, arts/crafts, etc.), please cancel *at least 24 hours in advance*.
 - b) For one-day special events/trips, please cancel *at least 7 days in advance*.
- 2) If you participate in an ongoing program (such as a 6-9 week class), **you must attend 75% of the class sessions**.
- 3) Failure to attend a registered activity/event will result in the following:
 - a) First offense: A letter will be sent re-stating the fee assistance program guidelines.
 - b) Second offense: You will be suspended from participating in the Fee Assistance Program for one calendar year. Or you will be given the option to pay the registration fee for the activity/event you did not attend to regain your Fee Assistance privileges.

We hope you/your child enjoys our program. If you have any questions, please give us a call at 763-572-3570.



Program Scholarship Policy Options

Parks and Recreation

4/3/2023





Program Scholarship Policy Options

Purpose

The purpose of Parks and Recreation scholarships is to remove financial barriers for residents to participate in recreational programs and activities offered by the City of Fridley so that all can benefit from the physical, social, and mental health benefits of parks and recreation.

Eligibility

This program is available exclusively to residents of the City of Fridley and proof of residency may be required in the form of a Minnesota ID card, driver's license, current utility bill, pay stub or similar document.

Eligibility Option 1

Residents are required to provide a signature certifying that they have gross household income at or below the levels used for eligibility in the State of Minnesota MNsure program.

Household of 1:	\$37,372
HH of 2:	\$50,352
3:	\$63,332
4:	\$76,312
5:	\$89,292
6:	\$102,272
7:	\$115,252
8:	\$128,232
Each additional add	\$13,121

Residents would complete a form providing their household and contact information and provide a signature to verify a statement such as:

"By signing this application, I certify that my household income is at or below the requirement levels listed and that the information on this form is complete and accurate. I understand that if I or the participant(s) listed on this application are absent from three consecutive registered classes or programs without notification of Fridley Parks and Recreation staff, the registration and remaining scholarship account credit may be voided at the discretion of staff."

Rationale: This model would provide a safeguard to ensure that those applying for Parks and Recreation scholarships meet a specific criterion for household income.

Eligibility Option 2

Residents would complete a form with household and contact information and sign to certify a more generalized statement that does not include income levels:



Program Scholarship Policy Options

4/3/2023

Item 4.

"By signing this application, I certify that my household would benefit from the City of Fridley Parks and Recreation scholarship program and that the information in this application is accurate and complete."

Rationale: The overall goal of the scholarship program is to remove barriers from program participation. Some residents may not be comfortable disclosing income or may be facing financial hardship due to illness, injury, or circumstances other than income. Since residents are paying for 50% of the program fee, the statement about voiding enrollment after three consecutive absences is not included."

Scholarship Option 1 – Account Subsidy

Each participant in an eligible household is granted (\$400) per calendar year in account subsidy to apply towards qualifying programs.

Ineligible programs include but are not limited to adult athletic leagues and field trips.

Rationale: This option allows for a number of programs or classes to be completely covered by scholarship credit. This option will also be the most streamlined for both residents and staff as account subsidies can be added to the household account using the online registration system.

Scholarship Option 2 – Enrollment Discount

Each participant in a qualified household is eligible for a (50%) discount on all qualifying programs for a total of up to (\$400) in discounts.

Rationale: This option provided affordable program options for most residents yet maintains accountability for residents to attend registered programs. The online registration program can accept discount codes and track discount subsidies.

Current Qualifying Program Examples

- Summer ROCKS (discount may need to be further limited due to high cost of program administration or become non-eligible for scholarship program)
- After-school programming
- Youth evening sports
- Safety Camp
- Zumba Classes
- Bike fleet programs

Current Exempt Program Examples

- Springbrook Nature Center Programs (Summer camp scholarships available through the Springbrook Nature Center Foundation)
- Adult athletic leagues

Current Programs Offered at No Cost Examples

- Summer concert series
- Rec and Roll



Program Scholarship Policy Options

4/3/2023

Item 4.

- Winterfest
- Environmental Fun Fair



AGENDA REPORT

Meeting Date: April 3, 2023

Meeting Type: Parks and Recreation Commission

Submitted By: Mike Maher, Parks and Recreation Director

Title

Outdoor Athletic Field/Facility Rental Guidelines and Fees

Background

The outdoor athletic field and facility rental guidelines and fees are made available to residents and staff to create a shared understanding of appropriate use of Fridley's parks for gatherings, events and athletics. The document details fees and how they apply to different users such as resident vs. non-resident users. The guidelines also provide clear expectations to park, field and facility users. This document was updated based on Commission feedback gathered at the April 2022 meeting and is being presented in consideration of approval. Based on Commission feedback, park parking areas were removed from the list of rentable spaces and a soccer tournament fee was established.

Financial Impact

Park shelter and field rentals accounted for just over \$13,000 in revenue in 2022. This does not include Springbrook Nature Center rentals.

Recommendation

Staff recommends that the Commission approve the Outdoor Athletic Field/Facility Rental Guidelines and Fees

Attachments and Other Resources

- Outdoor Athletic Field/Facility Rental Guidelines and Fees

Vision Statement

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



Outdoor Athletic Field/Facility Rental Guidelines and Fees

Fridley Parks and Recreation

7071 University Ave NE, Fridley MN 55432

Recreation@FridleyMN.gov

(763) 572-3570





Updated March 23, 2023

Field and Facility Use Availability

- Athletic fields in the City of Fridley are available for permitted use from May 1 – September 30 from 8:00 a.m. – dusk (10:00 p.m. where lights are available).
- Ice rinks are available January 2 – February 28 from 8:00 a.m. – dusk (10:00 p.m. where lights are available).
- The City reserves the right to open early, delay use, or close fields or rinks due to frost, weather, conditions, or restoration.
- The City of Fridley reserves athletic facilities for groups based on a priority use policy.

Priority Use Policy Purpose and Intent

- The City of Fridley encourages the use of City owned and operated athletic facilities by athletic associations, community groups, and other organizations that provide recreational opportunities for the residents of Fridley.
- It is also the purpose of this policy to classify all organizations and groups that may desire the exclusive use of specific athletic facilities for a specific period of time into a priority system that best meets community needs.

Priority for Scheduling Facilities

The City of Fridley reserves the ability to limit the field time allocated to each organization. Listed below are the priorities for use of City athletic facilities. Within each category the previous year users will have priority over new users.

1. City sponsored activities.
2. Recognized Fridley Youth Athletic Associations (Fee Category A).
 - a. To be recognized as a Fridley Youth Athletic Association, groups must meet the following criteria: non-profit youth sports organization with 501 C3 status serving Fridley Youth and a minimum of 85% of the organization's players must be Fridley residents or a student at a public or private school located within Fridley city limits.
3. Public School Districts #11, #13, #14, and #16, youth-serving community groups including athletic associations, churches, non-profit organizations that provide recreational opportunities to Fridley residents (minimum of 50% resident participation) (Fee Category B).



Outdoor Athletic Field/Facility Rental Guidelines & Fees

Parks and Recreation

Item 5.

4. Adult-serving Fridley groups including churches, school districts, and non-profit organizations that provide recreational opportunities to Fridley residents (Fee Category B).
5. Individual Fridley Residents (Fee Category B).
6. All other youth and/or adult individuals or groups including non-resident, commercial and private membership groups (Fee Category C).

Priority Reservation Timeline

Parks and Recreation staff will coordinate athletic reservations according to the application due dates below. Groups must submit requests by the dates listed to utilize their priority status; after that date, facilities are reserved on a first-come, first-serve basis.

Dates of Use	Spring/Summer May – Aug	Fall Aug – Sep	Winter Jan – Feb
Priority Users	Due by Mar 1	Due by Jun 1	Due by Oct 1
All Others	Beginning Apr 1	Beginning Jul 1	Beginning Nov 1

Reservations during March, April, October, November, December can be requested one month in advance. Availability is dependent on weather and field/rink conditions; reservations are subject to cancellation.

Services Provided by the City

The City of Fridley will provide the following services:

- Grass will be mowed, seeded, fertilized and aerated on a regular schedule. Rinks will be flooded and cleared on a regular schedule as weather permits.
- Field/Facility preparation
 - Baseball/Softball Fields will have bases will be set out, and fields will be dragged and lined.
 - Soccer Fields will be lined with goals and nets in place.
 - Rinks will be cleared and goals put in place upon request.
- Garbage and recycling (additional dumpsters will be at the cost of the renter.)
- Portable restrooms or keys for restroom facilities that have that capability (any additional portable restrooms needed for event will be at the cost of the renter.)
- Additional items provided when reserving the Community Park Complex (minimum of 4 fields) for tournaments are as follows.
 - Exclusive use of fields for the scheduled days and times approved for the tournament.



Outdoor Athletic Field/Facility Rental Guidelines & Fees

Parks and Recreation

Item 5.

- Preparation of all fields to game conditions prior to the start of the first game of the tournament.
- One field maintenance worker to be scheduled throughout the tournament (up to 30 hour maximum). This individual will be responsible for dragging the fields and supervising the overall field maintenance function of the tournament. Power equipment for field maintenance may only be operated by current field maintenance workers of the City of Fridley. Additional field maintenance workers may be volunteers from your organization or may be City workers scheduled for the tournament at the staff pay rate. Arrangements for additional City workers must be made through the Recreation Division Manager and the Maintenance Supervisor at least one month prior to the tournament.
- Use of the Community Park central building as a tournament headquarters.
- Use of electronic scoreboards (with prior training by Recreation staff). Contact the Recreation office at least one month in advance to arrange training.
- Garbage pick-up once per day throughout the tournament. All garbage must be tied in plastic bags and placed in maintenance area of park building.

Field Closures

- In the event of inclement weather or saturated ground, fields will be closed to ensure the safety of participants and to prevent turf damage. Damaged fields may be closed for extended periods to allow turf repair and restoration. A City of Fridley staff member will make the decision on playability of the athletic area whether before or during play.
- In the event that a rental is cancelled due to weather, every attempt shall be made to reschedule, if so desired by the renter. Should it become necessary to cancel a pro-rated refund based on the time used will be made to the renter.
- Renters and their athletic associations or groups will be held financially responsible for any turf damage caused by use of fields during inclement weather, by use of fields with saturated ground or by use of fields in a negligent or inappropriate manner at any time.

Special Requests

Groups wishing to bring special items such as canopy tents, fencing, staging, P.A. systems, etc., must request authorization when reserving the facility. (Additional permits and fees may apply.)



Outdoor Athletic Field/Facility Rental Guidelines & Fees

Parks and Recreation

Item 5.

Fees

All fees for the rental shall be paid in full at the time of booking (rental & deposit). Payments can be made via cash, credit card, or check (payable to "City of Fridley"). Cancellation must be made one month prior to reservation to receive a refund. For multiple day rentals a \$200 deposit is required at the time of booking. The deposit will be refunded after inspection by City staff. If excess cleaning or damage occurs the deposit will not be refunded.

Insurance

Liability insurance may be required at the discretion of the Recreation staff. The City of Fridley insurance does not cover anyone involved with the event. A copy of insurance must be on file with the Recreation Office prior to the field use. The renter is required to obtain liability insurance covering their use of the facilities. Renter agrees to obtain at least the minimum coverage of \$1,000,000. The renter agrees to provide a certificate of insurance to the City documenting the required insurance coverage at least seven (7) days prior to the start of the rental term and naming the City as an Additional Insured. The insurance shall cover liability for injury, death, and property damage. The insurance policy must be issued by an insurance company licensed to do business in Minnesota and acceptable to the City.

Concession Stands and Food Vendors

Concession areas are available for an additional fee at Community Park. The City will not provide concessions. Any group, concessions vendor(s) or food truck used by renter must be pre-approved by City staff prior to the rental date. If a renter chooses to provide concessions, the group or business must carry liability/event insurance as well as proper licensing or permits with the City of Fridley, Anoka County Health Department, MN Department of Revenue, or other agencies as applicable. A copy of permits must be given to Recreation staff and also displayed at the concession stand during operation. The City reserves the right to determine setup of any food vendors.

Additional requirements for beer sales as follows:

- Application for a temporary beer license must be submitted to the City upon approval of this tournament application. This license must be displayed at the concession area during the tournament. Applications can be made online at <https://fridleymn.gov/1605/Licenses>.
- It is required that a police officer be on site at any tournament when beer is sold. Contact the Police Department at least one month prior to the tournament to make



Outdoor Athletic Field/Facility Rental Guidelines & Fees

Parks and Recreation

Item 5.

these arrangements. A copy of this license must be submitted to the Recreation office at least one month prior to the tournament.

- The tournament sponsor will be required to provide necessary insurance coverage when beer is sold. A copy of this insurance coverage must be submitted to the Recreation office at least one month prior to the tournament.
- All beer sales must cease 30 minutes before the end of the reservation. A sign stating the actual hours of sales must be posted during the entire tournament.

Park Rules

- Intoxicating liquor, beer and wine is not allowed in any of the City parks. However, beer and wine can be approved with appropriate permits and licenses.
- Tobacco (includes all forms of tobacco, chew, smoke, vape, etc.) is not allowed in any of the City parks.
- Parking is allowed in parking lots only. Vehicles are not allowed on the grass, sidewalk, etc.
- Park closing time is 10:00 p.m.
- Trash must be deposited in garbage/recycling containers.
- Dogs are not allowed at Community Park



Outdoor Athletic Field/Facility Rental Guidelines & Fees

Parks and Recreation

Item 5.

Facility Rental Fees

Fees listed are per field/facility. Category descriptions are listed below (priority requirements are on page 1).

- Category A: Recognized Fridley Youth Athletic Associations regular season practices and games.
- Category B: Fridley Residents, Public School Districts #11, #13, #14, and #16, youth-serving community groups including athletic associations, churches or non-profit organizations that provide recreational opportunities to Fridley residents.
- Category C: All other youth and/or adult individuals or groups including non-resident, commercial and private membership groups.

	Category A	Category B	Category C
Baseball, Softball Diamond	\$0/hr	\$20/hr	\$40/hr
Community Park Complex Tournament Rental (min 4 fields)	\$1,000/weekend \$500/day	\$1,000/weekend \$500/day	\$2,000/weekend \$1,000/day
Community Park Weekend Soccer Tournament (field use only)	\$0	\$250/day	\$500/day
Football/Soccer/Rectangular Field	\$0/hr	\$30/hr	\$60/hr
Volleyball Court	\$0/hr	\$20/hr	\$40/hr
Tennis/Pickleball Court	\$0/hr	\$20/hr	\$40/hr
Hockey Rink	\$0/hr	\$20/hr	\$40/hr

Additional Fees

Damage Deposit Multiple day rentals	\$200	\$200	\$200
Lights Fee	\$20/field	\$20/field	\$20/field
Concession Area Community Park*	\$50/day	\$50/day	\$100/day
Scoreboard & Press Box Community Park*	\$20/day*	\$20/day*	\$20/day*
Shelter Rental Commons & Flanery	\$65/day	\$65/day	\$100/day
Additional Maintenance Staff	Staff Pay Rate	Staff Pay Rate	Staff Pay Rate
Portable Restrooms	\$100/unit	\$100/unit	\$100/unit



Outdoor Athletic Field/Facility Rental Guidelines & Fees

Parks and Recreation

Item 5.

Locates (electrical or irrigation heads)	Market rate	Market rate	Market rate
Chalk	Market rate	Market rate	Market rate

*Included in Community Park Complex (minimum of 4 fields) weekend tournament rental.

The City of Fridley reserves the right to deny or revoke a permit if it is believed to be in the best interest of the City facilities or the park users, or if the guidelines are not followed.

I understand that renting the City of Fridley facilities is subject to all of the conditions contained within this document.

Organization (if applicable)

Name

Signature

Date



AGENDA REPORT

Meeting Date: April 3, 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 April 3, 2023 Parks and Recreation Commission meeting.

Financial Impact

None.

Recommendation

None.

Attachments and Other Resources

- Springbrook Nature Center Update for April 3, 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

February Highlights

- Springbrook is excited to welcome two new naturalist staff to the team this month, Will Kreun and Matt Stewart. They will be on staff through the summer camp season. They are coming to us from Baker Outdoor Learning Center, a part of Three Rivers Park District. Stop in sometime and meet them.
- The February Lantern Light Hike was well attended with more than 100 participants. The hike was chilly but not frigid and made the trails' snowpack easily walkable. We heard many positive comments, and a fair number of first-time hikers.
- Springbrook Naturalists, Tara and Cody, brought a few animal ambassadors to Fridley Civic Campus as a part of an ERC (Employee Relations Committee) event. It was wonderful to see our coworkers interact with our Painted Turtle, Squirt, our Blanding's Turtle, Bert, and our Fox Snake, Pasta. We hope to present more interactive events to the larger Fridley City Staff community throughout the year.
- Naturalist Cody is teaching the winter session of the Nature Preschool Club, a 4-5 year old drop off program that takes place every Thursday for 2 hours. There are 4 hearty nature kids enrolled this winter. They are learning all about snow, animal signs, hibernation, and feeling comfortable in nature through this program. The spring session starts up at the end of March, and already has 80% enrollment.
- Naturalist Cody is also working with Park Terrace Elementary School's SPARK program. He's teaching Kindergarten and First Grade students on Fridays this session. They have had the chance to try out snowshoes, meet live animals, and learn about the subnivean zone!
- Naturalist Dina is working with Adams Elementary third grade classes this month. She's teaching them about nature observation while on snowshoes. (Scheduling has been a bit problematic with weather, sometimes no snow, sometimes too much snow. Ah, living in Minnesota!)
- The Springbrook Nature Center Foundation held its planning retreat at Springbrook on Saturday February 25th. They are working with an outside consultant to put together work plans for the next few years.
- Springbrook opened enrollment for the summer camp programs on Monday, February 6th. Within just two days, there were only about 60 spots remaining. As I write this report, there are just 44 spots available, mostly in the 10-12 year old camp sections.

Upcoming this Season

- There is just one more Lantern Light Hikes this season. It is scheduled for March 10th from 6:30 – 8:30. There *may be* s'mores at this last hike of the season. Don't miss out! Enjoy lantern lit trails, a cozy bonfire, and the great outdoors. Cost is \$5 per person, snowshoe rental available for an additional \$5 (provided there is a 3 inch base of snow).

Grants

- Xcel Energy Grant 2022 is being used to install an new exhibit: "The Power of Prairies". Dina Cyrus is getting started with graphic design, interactive element design, and is meeting with fabricators for some custom wood work for the exhibit. We look forward to a fun and educational experience.
- Springbrook Nature Center received the grant check from International Paper Foundation. We are excited to purchase a new canoe and paddles and PFDs for an increased aquatic ecology program.

Park & Building Maintenance

- Last month the processor that runs our AV system throughout the nature center malfunctioned. After evaluation, it was determined that it was not fixable and a new processor has been ordered. Recently, we were informed that the new processor will ship in Q1 of 2024. So, we will be getting a temporary processor next week that will last until the new unit arrives next year.
- The roof was evaluated (out of an abundance of caution) this month for its ability to bear the load of the plant trays and this winter's snowfall. I am happy to say that the roof is sound.
- We are working on repainting some of the walls that were done in December as the paint was defective. We hope to have this done in the next month before teaching and rental schedules pick up in the spring.



AGENDA REPORT

Meeting Date: April 3, 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 April 3, 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 April 3, 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: March 2023

Winter Programs

Below is a list of programs and participation numbers for the second Winter session, which runs from Mid-February through March.

PRESCHOOL: Ages 3-5

Little Dancers	13
Track & Field	16

ELEMENTARY AFTER-SCHOOL: Grades K-4

Dance & Cheer	18
Slimy, Goopy, Sticky	18
Dodgeball & Nets	9

ADULT FITNESS & ATHLETICS

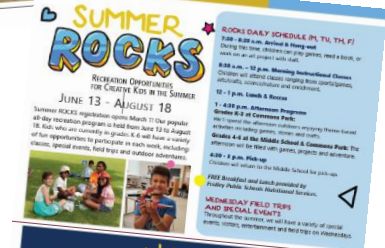
Aqua Zumba	13
Zumba (2 classes)	9
Intro to Pickleball (6 - Fridley; 4 - SLP)	10
Pickleball League: Mar - May (15 - Fridley; 15 - SLP)	30
Indoor Co-Rec Volleyball: Jan - Mar (3 - Fridley; 4 - SLP; 6 - NB; 1 - MV)	14 teams
Co-Rec Bag Toss: Feb - Apr (2 - Fridley; 3 - SLP; 3 - MV)	8 teams

Parks and Recreation Brochure

The May/Jun brochure is being designed and will be mailed to residents the first week of May. Both the Mar/Apr brochures contain summer programs, early promotion has been going well and we are receiving inquiries and registrations.

ROCKS Registration Opened

ROCKS registration opened on March 1! This year, we increased the classroom capacity from 15 to 20 per week, per grade level, and in the first 20 days of registration, we are 72% full (390 of 540 spots). We look forward to another fun summer!



Adult Volleyball Tournament

The winter North Metro Volleyball League ended with a tournament on March 31. Upper and Lower skill level divisions competed within their divisions for league champions. This league combined registrations from New Brighton, Spring Lake Park, and Mounds View. Games were played at the Mound View Community Center.

Spring Bag Toss & Pickleball Leagues Begin

Our second round of indoor Pickleball and Bag Toss Leagues started in March. New and returning players participated in the kickoff for these leagues held at Hayes Elementary School. These will be the last indoor leagues of the season before we move to the parks for the summer.

Dance and Cheer Class

Our K-4 afterschool Dance & Cheer and our Little Dancers (ages 3-5) classes were filled with excited children ready to dance! Parents appreciated having a low-cost dance class that their kids were able to participate in and we were fortunate that one of our seasonal staff is a member of the Fridley High School dance team and was thrilled to teach the kids. Classes ended on 3/28 with a final dance recital that was enjoyed by both students and parents!

Slimy, Gooey, Sticky

Recreation Specialist, Skyler, has come up with many new activities for the children enrolled in the After-school Classes this year. Recently, they have been experimenting and mixing up a variety of concoctions in the Slimy, Gooey, Sticky class. This groups favorite activity was creating and playing with the Glow-in-the-Dark Slime!



Summer Hiring

Our seasonal summer jobs were posted in February. We had two positions: one for an intern, and another for summer programs instructors. Our intern position has been filled and we are looking forward to having that person join the team this summer! As for the instructor positions, we have 82% of last summer's staff that will be returning to work with us, and we have 28 new applicants! Interviews will take place the first week of April. We are grateful for an amazing turnout of interested students - our current/returning seasonal staff and community partners (especially Matt Kiefer at Fridley High School) were critical in helping get the word out!

Fire Department First Aid Classes

The Fire Department began offering Heartsaver First Aid and Heartsaver CPR classes this year. We are happy to assist them with registrations on our Xplor system. They held their first public class on March 18, six participants enrolled online.

You're Invited!

Please join us for our next Community Event and invite your friends and neighbors!



Park System Improvement Plan Updates

- Bids for the Moore Lake Park project were opened March 15. Bids for site work came in below budget while bids for the park building and project alternates (north parking lot and pickleball courts) were over budget. One bid package is being re-bid and staff will present final bids to Council on April 24.
- State Representative Koegel and State Senator Kunesh have agreed to author bills requesting a matching grant of \$500,000 for an inclusive playground at Commons Park. Parks and Recreation Director, Mike Maher, testified before the Senate Capital Investment Committee on March 30th.
- Fridley staff are working on site plans for Ed Wilmes, Skyline and Creekview Parks which will be reconstructed during the summer of 2023.



2023 Parks and Rec Commission

Goals, Initiatives, and Workplan

DRAFT





2023 Parks and Recreation Commission

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	Approved at February Meeting
Commissioner Orientation and Training	- Opportunity for new members to meet with Staff - Training with City Attorney on meeting law, procedure	Training session held
Vice Chair Position	Nominations and voting at February meeting	E.B. Graham elected as Vice-Chair
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 Completed - FYSA Football - Kizen Soccer Invited to April Mtg.	In progress
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	



2023 Parks and Recreation Commission

Item 7.

Skyline 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	
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	
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	
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	
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	
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	
Conditional Use Permit	• Provide feedback on first draft of Parks Conditional Use Permit policy and application	



2023 Parks and Recreation Commission

Item 7.

	• 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	Draft will be presented in April
Parks Tour	• The June meeting may be a parks tour to visit current and upcoming parks being improved	
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	
New-Outdoor Facility Guidelines and Fees	• Review policies and fees and recommend changes or amendments	Draft presented in April



AGENDA REPORT

Meeting Date: April 3, 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 April 3, 2023 meeting.

Financial Impact

None.

Recommendation

None.

Attachments and Other Resources

- Park Maintenance Report for April 3, 2023 meeting

Vision Statement

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



Memorandum

Item 8.

Date: 3/21/2023
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 April 3rd, 2023 Meeting

The Park Maintenance Division had to deal with a very difficult season to keep all ice rinks open. With very large snowfalls and three rain events rinks were hard to clear and flood but they did a good job of keeping good ice and open for as long as they could.

Rinks are done for the season and all rink supplies and equipment has been put away and changed for summer use.

We had excellent snow and conditions for cross-country skiing trails and kept them in good shape all winter.

The crews have been working on Moore Lake Park to save money by removing all hazardous material from the beach house and are in the process of removing 23 trees to prepare for the park construction project.

We are also removing three trees by the pavilion at SNC to prep for the future installation of a new patio and fireplace that is sponsored by Joe and Irene Maertens with additional funds from the Springbrook Nature Center Foundation.