

Minutes

City of Falcon Heights, Park and Recreation Commission Meeting
June 14, 2011
6:30PM
City Hall

Meeting Chair: Melissa Weber-Sanders

Minutes By: Michelle Tesser

Present members: Serena Jones-White (absent), Matthew Waite, Lonetta Hanson

Youth member: Luke Mielke

Staff: Michelle Tesser, Tim Pittman (absent)

Council Liaison: Keith Gosline

1. Meeting called to order 6:30 PM

2. Approval of Minutes April 11, 2011

Sanders noticed misspelling of Bicycle Chain. It was previously written as Bike Chain. Motioned to correct misspelled word Sanders and seconded by Hanson. The commission unanimously approved the minutes.

3. Bike Safety Awareness Class and Child Seat Safety Review/Comments-

The Bike Safety event was very well organized. There were around 12 kids that participated. The day turned out to be very nice weather which may have resulted in the low attendance since nice days have been limited. The commission discussed having the event again in two years but scheduled later in May. The commission also thought we should have focused more on K-3 graders and asked the teachers to promote the event to their classes and publicize in their weekly newsletter. Tesser asked Hanson to provide her with the organizations and name of volunteers who instructed and helped put the event together.

Bicycle Chain: Alex Cook.

Tom Lais, Nicole Waxmonsky, Mackenzie Turner Bargen, Steve Sanders and Lonetta Hanson – League of American Bicyclists

The Child Seat Safety event had 12 registrations. Regions Hospital coordinated and instructed those who registered. The instructors did not use the Fire Dept's garage and opted for the overflow parking lot on the southside of city hall. The weather was very nice and the event ran smoothly.

4. Movie in the Park event

The Source Comics and Games have donated \$511.00 to our Movie in the Park event. Staff obtained licensing for the movie Megamind through Swank. The cost was \$300.00. Staff is renting the movie equipment from AVVR. Rental costs for the screen and speakers are \$211.00.

Next year staff is looking into having a movie and camp-out night at Community Park. Staff would like to collaborate with National Get Outdoors Day (free advertising on MRPA and National Get Outdoors websites). But the dates are always the second weekend of June which is either right after school gets out or the weekend before, depending on the school district. (Date in 2009: June 13th, 2010: June 11th). The month of July is Parks and Recreation month so the event could piggy back onto that celebration. Or staff could use the Night to Unite and have the event the weekend after the Tuesday's Night to Unite in August.

Potential activities could include: flashlight tag, flashlight scavenger hunt, community bon fire, board games in the shelter. Restrooms would remain open all night. And police would be asked to monitor the area for safety.

5. Tennis Court, USTA grant update

Construction bids were received on April 26th. The lowest bid was \$90k for tennis reconstruct, \$140k for tennis court and light poles. Staff decided the not proceed an adding light poles to the project because of the added \$50k cost. Staff received \$3,200 from local adopt a court by USTA. Staff submitted the design proposal and plans with construction bid amounts to USTA national for the completion of the grant process. Staff is currently waiting for approval from USTA national on the grant amount. Staff was given a timeline of 60 days starting on April 26th to review our grant submission.

Once the grant is approved, the next step will be to get approval from the council. Then the bid contractor will be selected. In July, the Parks Commission will see the tennis court plans. August 8th would be the construction start date.

6. Staff Report:

➤ Registration Update

- Discovery Playground Curtiss Field- full, Discovery Playground CP afternoon session- three spots available, Blastball- both sessions- full. Carpentry Camp Ages 3-6- full. Pee Wee tennis mornings – full. Tennis Ages 10-13 mornings – full.

➤ **Summer Hire Update**

- Summer Program Coordinator: Allie Davitt, 6 years of site leader experience with Roseville. Currently, Allie is in school and will be finishing her student teaching in Fall. Staff received 28 applications were received for the position.
- Interviewed 11 applicants for three rec leader positions. Have six returning rec staff and seven junior leaders.
- Hired Tennis Instructor- USTA training is May 21st
- New staff training May 21st
- All staff training June 10th

➤ **Public Works Update**

- Mowing
- Blvd Maintenance
- Sidewalk panel replacement and boulevard replacement grass.

7. New Business

None.

8. Adjournment – 7:05pm

Minutes respectfully submitted by Michelle Tesser. If there are any corrections or additions, please contact Michelle Tesser by phone at 651-792-7617 or by email at Michelle.tesser@falconheights.org