

**City of Falcon Heights
Parks & Recreation Commission**

MEETING MINUTES

**City Hall
Monday, April 8
6:30 p.m.**

X Melissa Weber-Sanders, Chair

ab Serena Jones-White

X Tom Keene

X Christina Erickson

X Gordon Strom

X Mary Hannon Jacobson

X Staff Michelle Tesser

X Staff Tim Pittman

X Council Liaison Chuck Long

1. Call to order- 6:30pm
2. Approval of March 11th meeting minutes- Approved
3. Welcome New Parks and Recreation Commissioner Mary Hannon Jacobson
4. Tree Master Plan
 - A. Define Scope of Plan- Andy Hovland, City Forester
Hovland spoke to the Commission about the Tree Master Plan. Hovland will take direction of drafting the plan over the year and asked to meet with the Commission periodically to provide feedback.
 - B. Organize Tree Master Plan Task Force
The area of the master plan that Hovland is concerned about and wants active participation from the Commission is the long-time Parks vision. Community Park is filled with ash trees. Removal all ash trees would grossly affect the look of the park. Approximately 90% of the parking lot shade and playground shade would be removed. Removal must be strategic but more importantly planting has to be thoughtfully considered. The Commission will go out either June or July during a Parks Commission meeting to look at the trees at Community Park. During that meeting, Hovland will go over the long range time table of the draft of the master plan.
5. Update on Spring/Summer Program Enrollment
Enrollment for recreation programs are going smoothly. Four programs have filled: Blastball Monday 6pm, Pee Wee Tennis 9am, Tennis with Family and Summer Discovery Playgrounds M/W afternoon (four away from full). Enrollment

has been steady and across the board. Tesser only foresees 2 classes that may be cancelled in June. Babysitting Clinic will go and currently has 8 registrations. Recreation page views on our website for March was 1,600.

6. Update on Seasonal Summer Staff Hiring Process

Tesser expressed her fears that she does not have an adequate amount of applications for the selection and hiring of quality staff. Half of her long-time staff are not returning. She has received many applications for Assistant Rec Leader and Art Instructor but barely enough for Rec Leader and Head Activities Leader positions. Tesser has eliminated the application deadline and made the positions continuous until position filled. Tesser has advertised including the League's website. Commissioner Christina Erickson will hang up the recreation position flyer that Tesser emailed to her in high foot traffic areas around Augsburg.

7. Update on Special Events Sponsorships/Donations

Tesser updated the Commission on the total amount of donations received, totaling \$1,100. That is a \$700 increase from last year. This amount does not include the annual donation from Source of \$500.00 for the Movie in the Park event.

8. Approve Community Garden Fence Grant Submission

Commissioners reviewed the letter to the Lions Club for assistance in funding a new Community Park Garden fence. After a minor change to the letter it was signed by Commissioner, Christina Erickson and mailed on April 9th.

9. New Business

Tesser is currently working on the below:

Ordering new equipment to replace old equipment as needed

Researching different Movie in the Park vendors

Applying for the 2013 Midwest Garden Grant

Submitting MRPA Award of Excellence for sustainability- Adopt a Crop project

Community Garden Update- Tesser is managing the community garden. Currently, Tesser is receiving the garden fees. April 27th is the first Spring meeting. May 4th will be the garden clean-up day. Tesser is working with Pittman on obtaining compost for the gardeners.

Lending Library at Parks-

Grove resident Rebecca Montgomery put in a request with the Parks and Recreation Commission to donate her Lending Library to one of the Falcon Heights' Parks. Commissioners discussed different parks and decided against the Grove Park for lack of foot traffic and users. Commissioners favored Community Park as a site for the Lending Library because of the vast amount of

users and children present at the park. Commissioners believe at Community Park vandalism will be minimal with the seasonal staff present and amount of foot traffic.

10. Public Works Report:

Pittman discussed street sweeping project, remodeling of city offices, sidewalk replacement, (2) seasonal hirers, Larpenteur Ave (2) street light repair

Next meeting dates: Monday, May 13th
Monday, June 10th