

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

**AGENDA**

**City Hall  
Monday, April 4<sup>th</sup>, 2016  
6:30 p.m.**

___ Gordon Strom	___ Mary Hannon Jacobson
___ Dave Thomas	___ Michael Breen
___ Ron Eischen	___ Shawn Hubert – Commission Chair
___ Ben Reichelt	
___ Council Member	
___ Staff Tim Pittman	
___ Staff Tim Sandvik	

1. Call to Order
2. Approval of February 1<sup>st</sup> Minutes
3. Low Waste Events
4. Update on Larpenteur Ave Median (Tim P)
5. Sidewalk Installation at Curtiss Field (Tim P)
6. Update on Council Discussion Regarding Curtiss Field Recommendations (Council Member Gustafson)
7. Programming and Special Events (led by Tim S)
8. Information/other items
9. Adjourn

# MEETING MINUTES

Monday, Feb 1, 2016

6:30 p.m.

City Hall, 2077 W. Larpenteur Ave.

City of Falcon Heights  
Parks & Recreation Commission

## 1. Call to Order

Meeting called to order at 6:32pm.

	Attendance	AB=absent
	Shawn Hubert	Chairperson
	Tim Sandvik	Staff
AB	Tim Pittman	Staff
	Randy Gustafson	Council Liaison
	Mary Hannon Jacobson	Co-Secretary
	Ron Eischen	Co-Secretary
AB	Dave Thomas	
AB	Gordon Strom	
	Ben Reichelt	
	Walt Dunlap	

## 2. Approval of Jan 11, 2015 meeting minutes

Question about fence around playground structure. Tim S. clarified the fence was removed in May 2015 as part of demolition before KaBoom! playground rebuild. There was a misunderstanding that the fence would be returned as part of that rebuild but it was not in the contract.

The meeting minutes were reviewed and approved.

## 3. Welcome New Commissioner

Welcome Walt Dunlap! Walt is a Rochester native, and has had long tenures in MN. He gave the commission a little background/history of himself/his family.

## 4. Discussion of Recommendation Letter to Council

The commission reviewed the draft recommendation letter and opened it for discussion. Mary HJ: No basketball court is our recommendation? Weren't there more people in favor of some basketball hoops vs those against? Commission confirmed this is the recommendation since other nearby parks have basketball hoops (Falcon Heights Elementary, Chelsea Heights Elementary, etc.) and it was decided to keep the green space in this park. Mary requested that if this is the recommendation, that we also stress the importance of the Park Master Plan's recommendation of creating safe and accessible pathways *connecting the parks*. She stressed her concern for the safety and walkability of Arona St near the Larpenteur intersection. Other commissioners agreed with this concern as did a resident.

Walt D: Why are there no sidewalks?

Gustafson: It was how this city was designed back in the 30's/40's. (<<elaborated more on history of Falcon Heights>>)

Mary HJ: Didn't see reference re: Hockey and Pleasure rinks. Will they be continued/maintained at Curtiss? Tim S: Yes, we will continue with rink and it falls under the "ongoing practices" terminology of the letter of recommendation.

Resident: Why can't we rotate rinks 90 degrees so that pleasure rink is closer to the parking lot?

Tim S: This is possible, but as they are now it gives us a little big bigger of a footprint for the rinks. This can be discussed/looked at for next year. Also noted this is first year the rinks are going on top of the Capital Region Watershed project. Found that the ice rinks melted where the storage covers were placed, so the city is learning this year how to work with these changes.

Shawn: Use of the warming house/building in summertime. Do we need to clearly identify the hours the building is and is not accessible? Will bathrooms be available?

Tim S. clarified building will only be available when an event/activity is taking place and there is supervision. Port-a-potties will be looked into for bathroom use outside these hours.

Mary HJ: Does "Lighting" fall under the landscaping umbrella in the recommendation?

Tim S: Yes.

Mary HJ: What is our recommendation re: the Gazebo? Lots of comments were seen about removing it. Commission discussed the Gazebo and decided to exclude it from the current recommendation and instead address it when/if maintenance is required.

Ben R: Regarding landscaping maintenance: if we go to a volunteer resource, how do we know people will continue to volunteer their time? Tim S: Public works has concern about having to maintain a lot of additional landscaping as well. But there are many groups out there (Boy Scouts, Girl Scouts, Master Gardeners, Community Gardeners, etc.) that we can reach out to. Mary HJ: Having residents help w/landscaping will also help build ownership to the park.

Tim S. clarified he will finalize the recommendation document with these changes and give to Sack (City Administrator). Not sure if he will present this to City Council next meeting or not. Not sure of exact timeline but it will be a policy item at meeting or workshop.

Shawn summarized: Looks like we're comfortable with draft as its written, though add park connectivity under "Other Considerations".

Motion made by Ron E. to approve this revised recommendation; Second by Ben R. All were in favor to recommend plan to City Council.

Walt D: Are residents in that area (of Curtiss Field Park) satisfied w/police presence in that area? Resident: yes, they have quick response and are there often. Shawn agreed.

Tim S. clarified our contract with St Anthony Police requires 1 Fulltime officer in Falcon Heights 24 hours/day.

## **5. Low Waste Events**

Tim S: Wants to commission to do some homework and research ways to incorporate low waste or no waste events. Falcon Height's next big event is the Ice Cream Social in August (which will be combined w/Movie Night in the park.) No waste/Zero waste is not

same as low waste (there will be some waste.) But we want to reduce as much as possible. Tim S requested the commissioners find ideas/resources to make events low waste and bring them to the next P&R meeting.

## **6. Programming Updates**

Tim S: We are hiring a new summer program coordinator. Previous person has relocated. This person will work w/Tim in April to hire staff, help w/programming, site supervisor, etc.

Programming for this summer (2016) is based off of what was successful last year/summer 2015. Programming will be at Community Park, Curtiss Field, Lauderdale Park, possibly Falcon Heights Elementary (discussion options with them) and also returning to CTC (commonwealth terrace).

Winterfest: we had over 100 people. Some skaters, hayrides, Falcon hunt, etc. Successful! Rented snowshoes from HANC.

## **7. General Housekeeping**

Staff is talking about working w/commissioners on general training. Standing rules, refresher course, etc.

Tentatively planning on no Park & Rec Commission meeting in March. Confirmation will come in late February.

## **8. Other Business**

No March meeting at this point, will confirm as date approaches.

## **9. Meeting Conclusion**

Meeting adjourned at 7:37pm.

### **a. Summary of Decisions Made**

- i. Approved Recommendation with minor revisions.
- ii. Tentatively No March meeting.

### **b. Summary of Action Items**

- i. Tim S: Update Recommendation to stress importance of safe and accessible pathways connecting all four (4) Falcon Heights Parks as outlined in the Parks Master Plan.
- ii. All Commissioners: Research ways on how to host low-waste events

### **c. Next meeting date: Monday, April 4, 2016**

### **d. Submitted By: Mary Hannon Jacobson**