

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

AGENDA

City Hall

Monday, December 5th, 2016

6:30 p.m.

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

1. Call to Order
2. Approval of September 12, 2016 Minutes
3. Discussion on Parks Programming
4. Discussion on Special Events – recap of Fall Fete
5. Discussion on Parks Rentals
6. Infrastructure Updates
7. Update on Recent Grant Submission
8. Additional Updates, upcoming activities
9. Other Business
10. Adjourn

MEETING MINUTES

Monday, September 12, 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 6:30pm.

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

2. Approval of June 6, 2016 meeting minutes

The meeting minutes were reviewed and approved.

3. Updates from Summer/Fall Programming, Rentals – Tim Sandvik

- 180 kids registered for summer activities.
- There were some issues with CTC.
- No building at Curtis to use, left only one location with a building.
- The numbers of people using Community Park increased from last year.
- Volunteer helpers for the activities helped keep costs down as well as train potential staff members for next year.
- This fall there will be a focus on how to get people into the park.
- The St Paul Blackhawks Soccer Club is renting fields for soccer practice and games. The money for this rental isn't reflected in the parks budget.
- A breakdown showing what city the summer participants came from was shared by Tim.
- Park rentals are up this year however this year has been the most problematic.

- More damage deposits have been kept then in any previous year.
- There were issues with alcohol usage and lack of post party cleanup.
- There was some discussion on changing the current amount requested for a damage deposits.
- No decisions or recommendations made, it will be up to city council to act.
- Currently no future reservations will be accepted for the rest of this year.

4. Public Works/Parks updates – Tim Sandvik

- Curtis Park
 - Sidewalk installed by the public works department.
 - Tree replacement will be forthcoming.

Bike stations (3) were installed.

- Environmental Commission submitted a Good Neighbor grant to fund these.

Dead trees along Cleveland Ave, currently there are not funds in the budget to replace them.

5. Possible Grant Opportunity

Minnesota Historical Society sponsored.

If selected, the grant would be used for interpretive signage for Curtis Field.

Mid-October is the deadline for submittal.

A motion was made and approved to move forward with the grant submission.

6. Upcoming Events

- Fall Fete, tentatively set for October 13th from 5-7pm at Community Park.
 - There will be a bouncy house, crafts and snacks.

- Falcon Heights – Lauderdale 5k run is on 9/17 at 8am.
 - 60 people are registered.

- Fire Department Open House is scheduled for 10/1 from 11am – 2pm.
 - A Chili cook-off is part of the open house.

7. Other Items

Early November, they will start lining up a warming house for delivery in early December for Curtis Field.

8. Other Items

Motion raised and passed to adjourn the meeting at 7:40pm.