

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

**AGENDA**

City Hall

Monday, April 10, 2017

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 January 9<sup>th</sup>, 2017 Minutes
3. Parks Programming
4. Discussion on Special Events – Commission’s desires
5. Update on Rental Policy
6. Infrastructure Updates – Council Updates
7. Update on Recent Grant Submissions
8. Additional Updates, Meeting Schedule
9. Other Business
10. Adjourn

# MEETING MINUTES

Monday, January 9, 2017

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 (AB=absent)	
	Shawn Hubert	Chairperson
	Tim Sandvik	Staff
AB	Tim Pittman	Staff
AB	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 Sept 12, 2016 meeting minutes

The meeting minutes were reviewed and approved.

## 3. Discussion of Parks Programming

The city is currently working on our offerings for summer programming, which will be made public towards the end of Feb or early March.

We haven't hosted programming at Curtiss Field the last few years because of the construction and now the lack of a shelter. We may offer some sort of opportunity that doesn't require a shelter but that can get tricky with the weather; the city is looking at options.

Programming at the CTC (Commonwealth Terrace Coop – student housing at UMN campus) is in question. Last year we offered 4 programs and we only had 2 registrants sign up – so we had no programming there last year either. CTC is challenging because of how marketing/communication is done (the city does not manage/dictate this).

The city will be spending the next 6 weeks on how to manage our summer park and rec offerings: in house programming vs. special instructors (similar bottom lines) at Community Park, what will we offer (if anything) at Curtiss Field and CTC, field rentals at

Community Park, etc. The city is currently having discussions with various special instructors and organizations about what Falcon Heights can offer for field space.

#### **4. Discussion of Special Events – Fall Fete**

Our “Fall Fete” event was in mid October. This event was offered to make up for the cancelled Ice Cream Social in the summer (due to the heat index.) The event offered live music, jump house, s’mores, bonfire, etc.

The city will not be hosting Winterfest this year.

The city hopes to host a Movie in the Park event this spring... possibly in May since we still have the movie license from the cancelled event last summer.

The Community Engagement Commission has talked about hosting/co-hosting more events this year.

Suggestion: What about a Movie in the Park at Curtiss Field? The city is investigating this and will talk more with the Community Engagement Commission (they are considering another Pot-Luck type event there this year.)

#### **5. Discussion of Park Rentals**

There were many issues last summer (2016) with people not adhering to rules when renting the park shelters, leaving them a real mess. We also saw a big increase in alcohol consumption. Marketing has not changed and the rentals are very affordable....not sure what triggered the change.

The city is currently deciding how to address this issue and looking at how other cities handle their rentals. Biggest concern is how to remedy the situation without giving benefit or priority to certain groups or individuals. The city is not accepting park rentals at this time.

#### **6. Infrastructure Updates**

Curtiss Field sidewalks were completed this summer. More infrastructure changes coming up in 2017 being dictated by MNDOT, including Snelling turn lanes and a sidewalk from Hoyt to Larpenteur along Snelling for walkability.

Snelling Ave is a state road and therefore MNDOT is responsible for it. Although they will work with the city of Falcon Heights during the planning and implementation process, MNDOT has final say/decisions on the changes made to Snelling Ave. MNDOT's top priority is walkability.

MNDOT is building a sidewalk from Hoyt to Larpenteur along Snelling Ave as a part of their 2017 project. Until work is completed, tree plantings and landscaping at Curtiss Field is on hold

## **7. Update on Recent Grant Submission**

The historical grant for Curtiss Field (aviation history) was submitted in October - but we were declined. The MN Historical Society made some suggestions for improvements and we will be resubmitting this grant request to them (this grant is part of the Legacy Act of 2008).

## **Additional Updates**

The city is proposing that the Park & Recreation committee change its schedule and instead meet quarterly instead of monthly.

The proposed Park & Rec Commission dates for 2017 are:

1. January 9<sup>th</sup> (today)
2. April 3<sup>rd</sup>
3. June 5<sup>th</sup>
4. September 11<sup>th</sup>
5. December 4<sup>th</sup>

Meetings will still be held at 6:30pm at city hall. All meeting attendees agreed to this schedule change.

## **8. New Business**

None.

## **9. Meeting Conclusion**

Meeting adjourned at 7:45pm.

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

- i. The 2017 Schedule for the Parks & Recreation Commission is:
  1. January 9<sup>th</sup> (today)
  2. April 3<sup>rd</sup>
  3. June 5<sup>th</sup>
  4. September 11<sup>th</sup>
  5. December 4<sup>th</sup>

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

- i. N/A

**c. Next meeting date:** April 3, 2017

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