

CITY OF FALCON HEIGHTS
Regular Meeting of the Parks & Recreation Commission
City Hall
2077 West Larpenteur Avenue

AGENDA
January 6, 2020 at 6:30 P.M.

- A. CALL TO ORDER:

- B. ROLL CALL:
 - ___ Walt Dunlap
 - ___ Ron Eischen
 - ___ Mike Bradbury
 - ___ Ryan Carlson

 - ___ Council Member Melanie Leehy
 - ___ Staff Nalisha Nandkumar, Staff Liaison

- C. PRESENTATION

- D. APPROVAL OF MINUTES:
 - 1. Approval of October 7, 2019 minutes.

- E. AGENDA:
 - 1. Grants
 - a. Good Neighbor Grant
 - b. Target

 - 2. Updates
 - a. Curtiss Field Ice Rink
 - b. Staffing and Summer Program Guide
 - c. Community Park Building
 - d. Curtiss Field - Half Basketball Court

 - 3. Weather Cancellation Policy

- F. INFORMATION/ ANNOUNCEMENT
 - New website coming January
 - Community Garden Workshop
 - Ice Cream Social 2020
 - Spring Together 2020

- G. ADJOURNMENT:

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C. PRESENTATION

D. APPROVAL OF MINUTES:
Approval of August 5, 2019 Minutes

Dunlap 1st Motion
Eischen 2nd Motion
Motion Passed

E. AGENDA:

1. Updates

a. Curtiss Field Signage

- Curtiss Field is of great significance due to forefather Ray Miller, who was associated with flying from Curtiss Field to Washington D.C. While in Washington D.C., Miller earned the Air National Guard the title of being the first federally recognized aviation unit. The year 2021 will be the 100th anniversary in which the Air National Guard was recognized. SSgt Taylor Nielsen has approached the City with discussion of updating the sign at Curtiss Field or placing a statue with language about the military aviation history. There will be further discussion on this topic.

b. Curtiss Field Basketball Court

- The basketball court will be one of the top priorities of 2020. Due to unexpected precipitation the basketball court could not be completed.

c. Compost Site

- Environment commission has discussed a proposed compost collection site on City property. Through an agreement with Ramsey County, the County would build and install the site. Two possible locations that

were considered included the City Hall parking lot near Larpenteur Ave and at Community Park near the Community Garden. City Council will look over the proposed location. The parks commission has stated they do not think that the compost site should be placed at the park.

- d. Fall programming
 - Fall programming through Kidcreate Studio has low registration. Staff will continue to advertise the program. City is looking into contracting art programs with Kidcreate Studio for summer programming.
 - e. Rink attendants
 - Rink attendants for 2019 will need to be hired. Previous staff will not be returning. Commission has stated that rink attendants should know their duties outlined in job description. The hours that were used last year for the rink should be kept the same.
2. Policy/implementation
- a. Parks programming cancellation policy
 - Park Commissioners talked about implementing a cancellation policy that could be in place before start of summer programming. The cancellation policy will be used as a tool for parents and staff. Summer programming of 2019 has seen a couple of class cancellations due to weather. Commissioners discussed implementing a policy that talks about precipitation chance of 60% or more resulting in cancellations. Policy will also discuss that parents should use their own judgement when weather is unfavorable. Staff will present draft at next parks commission meeting.
 - b. Resident/non-resident fee
 - Non-resident fees range between \$2-\$5 depending on the activity and City where programming is held. Based on communication with neighboring cities it would seem to be beneficial to bring back non-resident fees. Non-resident fees can add to summer programming revenue. Commissioners came to conclusion that it would be best to not incorporate non-resident fees as this promotes inclusion.
3. Community Park Building Audit
- Commissioners audited Community Park Building and looked at improvements that needed to be made.

F. INFORMATION/ANNOUNCEMENT

Next Parks Commission meeting will be January 6, 2020 at 6:30PM.

G. ADJOURNMENT: 7:25PM

Dunlap 1st Motion
Bradbury 2nd Motion
Motion Passed



The City That Soars!

ITEM FOR DISCUSSION

Meeting Date	January 6, 2020
Agenda Item	Agenda E1
Attachment	NA
Submitted By	Nalisha Nandkumar, Staff

Item	Grant Updates
Description	<p>A. The City of Falcon Heights was awarded the Good Neighbor Grant in 2019 with a total of about \$6,700. Some of the funds have already been used to purchase the shed at Curtiss Field which will hold equipment for Rec on the Go. The remaining funds will be used for Rec on the Go programming (staff supervision, snacks and supplies). Funds will also be used for a Story Time event (staff supervision, snacks, picnic blankets and books).</p> <p>B. Falcon Heights Parks & Rec dept. was awarded the Target Soccer Grant in 2018 in total of \$1,000. Some of the funds were used in 2019 to purchase new soccer funnets. The remaining funds will be used in 2020 to provide scholarships for youth in our community.</p>
Budget Impact	Remaining grant funds: - Target Soccer Grant: \$690 - Good Neighbor Grant: \$1125 for Rec on the Go and \$1125 for Story
Attachment(s)	N/A Time
Action(s) Requested	Discussion on how to use remaining soccer grant funds.





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ITEM FOR DISCUSSION

Meeting Date	January 6, 2020
Agenda Item	Agenda E2
Attachment	NA
Submitted By	Nalisha Nandkumar, Staff

Item	Updates
Description	<ul style="list-style-type: none"> a. Ice Rink- Due to the unseasonably warm weather the ice rink at Curtiss Field has not been open to the community. Warming house attendants have been hired and training has been completed. Once the weather becomes colder the ice rink hours will be posted online and at the warming house. b. Staffing and summer program guide- Job openings for 2020 Parks and Rec season will be posted at the end of January. Parks and Rec guide is getting a revamp. New classes that will be offered include adult programming, science programming for kids and cooking classes which will be provided at the Good Acre. c. Community Park building- An inspection will take place in the Spring to determine the standing of the Community Park building. After the inspection has been completed and the results have been evaluated it will then be determined if the building will be used for Parks programming or available for the public to rent. d. Curtiss Field basketball court- The basketball court is expected to be constructed Spring 2020.
Budget Impact	N/A
Attachment(s)	Parks Guide
Action(s) Requested	N/A



Description of Kidcreate Studio®

Kidcreate Studio's award-winning art classes allow kids to explore art in an environment full of giggles and grins. Kids create fridge worthy masterpieces while learning art concepts and experimenting with different art materials. The curriculum is age-appropriate and designed to inspire. Classes provide a fun, self-esteem building atmosphere full of "I did it" moments. Making a mess is the best with Kidcreate Studio!

Kidcreate Studio® Grandparent and Me Messy Time - 1 Day Class

What grandparent wouldn't love to have a messy good time with their grandchild? Grandma (or Grandpa) will create right along with their grandchild in this popular class. We know your grandchild will be eager to explore our 4 messy stations. We'll get gooey with gunk, play with clay, and more. Making a mess is the best! Come ready to get messy while you play right along with your grandchild. Children must be accompanied by a caregiver.

Age	Day	Date	Time	Cost	Location
18 mo.-6 yrs.	TH	June 18	9:30-10:30AM	\$15	Community Park

Kidcreate Studio® Our Littlest Fan's Favorites Art Camp - 2 Day Class

This camp is packed full of fan favorites! From papier mache bowls, projects that glow-in-the-dark, and messy clay masterpieces, these are the Kidcreate projects our littlest students love the most! All of them put together in one very popular camp. This is the stuff the kids can't get enough of and guaranteed to be an artsy good time!

Age	Day	Date	Time	Cost	Location
3-6 yrs.	W	June 17-24	9:30-11:30AM	\$56	Community Park

Kidcreate Studio® Mega Mess Making - 3 Day Class

Do you think you can build the strongest and most agile robot? Can your robot win a head-to-head combat mission? Come learn engineering strategies for building sturdy structures using LEGO® bricks and then apply that knowledge to build a robot for friendly competition. You'll have a blast as you play robot football and complete the hoop challenge in this fun robotics program.

Age	Day	Date	Time	Cost	Location
4-9 yrs.	T	June 16-30	9:30-11:30AM	\$76	Community Park

Kidcreate Studio® The How To's of Drawing Camp - 4 Day Class

Does your young artist love to draw? This introductory drawing camp teaches kids the basic techniques and principles of drawing. We'll encourage creativity and imagination while experimenting with a variety of drawing materials and techniques. The kids will even receive their own sketchbook that they will get to keep and draw in throughout the camp! In Kidcreate's fun and supportive environment, your young artist will be eager to get drawing!

Age	Day	Date	Time	Cost	Location
5-12 yrs.	M	June 15-July 6	9:30-11:30AM	\$88	Community Park



Description of Snapology®

Snapology's offers a variety of activities designed to reinforce the core competencies and curricula being-taught at each grade level. Activities offer students an environment where they are encouraged to create and interact with technology and explore the world around them through a hands-on approach that promotes playful learning.

Snapology® Junior Scientists: All About Animals

Allow your child to cultivate their love of animals. Children will learn various concepts of animal life cycles and animal characteristics & traits using K'Nex toys and other interactive learning tools. We make animal science fun at Snapology .

Age	Day	Date	Time	Cost	Location
4-5 yrs.	F	June 19	9:00AM-12:00PM	\$35	Community Park

Snapology® Science of Super Powers

In Snapology's Science of Superpowers program, children will learn about the science behind their favorite heroes' powers. Students will learn about gravity, aerodynamics, forces, motion, and much more as they learn about flight, super villain fights, and superhero vehicles.

Age	Day	Date	Time	Cost	Location
5-8 yrs.	F	June 26	9:00AM-12:00PM	\$35	Community Park

Snapology® Amusement Park Engineering

We bet your child loves going to amusement parks to experience the variety of fast, dropping, and spinning rides, but have they ever thought about the science that goes into building those rides and the people who are responsible for designing them? In Snapology's Amusement Park Engineering class, students will become engineers of their own amusement park rides and will learn the core physics and engineering concepts used to make a ride thrilling!

Age	Day	Date	Time	Cost	Location
8-12 yrs.	F	July 10	9:00AM-12:00PM	\$35	Community Park

Snapology® Combat Robot

Do you think you can build the strongest and most agile robot? Can your robot win a head-to-head combat mission? Come learn engineering strategies for building sturdy structures using LEGO® bricks and then apply that knowledge to build a robot for friendly competition. You'll have a blast as you play robot football and complete the hoop challenge in this fun robotics program.

Age	Day	Date	Time	Cost	Location
12-14yrs.	F	July 17	9:00AM-12:00PM	\$35	Community Park

PLAYGROUND PROGRAMS



Summer Discovery Playground

Come join your friends and our friendly staff twice a week for tons of fun activities at our parks this summer! Participants will engage in fun games, crafts and other themed activities. Groups will be separated by age for some activities if appropriate. Participants must be four years old before the program starts. This is our most popular neighborhood camp, so sign-up early!

Parents please sign in/out each day. Parents have the option to drop off your child at a later time if given prior approval from the head staff leader.

Please bring a nut free snack, water bottle, sunscreen and dress your child according to the weather.

NEW THIS YEAR: After our 6 week program has ended the fun will continue. Participants can sign up for weeks 7 and 8 separately at an additional low cost. Register by July 13th.

6 WEEK PROGRAM

Age	Day	Date	Time	Cost	Location
4-12 yrs.	M & W	June 15-July 22	12:30PM-4:45PM	\$155	Community Park

ADDITIONAL WEEKS

Age	Day	Date	Time	Cost	Location
4-12 yrs.	M & W	July 27, July 29	12:30PM-4:30PM	\$27	Community Park
4-12 yrs.	M & W	Aug 3, Aug 5	12:30PM-4:30PM	\$27	Community Park

REC ON THE GO!

Mark your calendars for the Falcon Height's **FREE** program; **REC on the GO!** Offered this summer are morning and evening sessions. Parks & Rec staff will host games, crafts and activities at Curtiss Field! We are bringing park programming to you! All ages are welcome and each week will have a theme. Check-in will be required but these events are free! We hope to see you there!

Age	Day	Date	Time	Cost	Location
All	T	June 16	9:00AM-11:00AM	FREE	Curtiss Field
All	T	June 23	6:00PM-8:00PM	FREE	Curtiss Field
All	T	June 30	9:00AM-11:00AM	FREE	Curtiss Field
All	T	July 7	6:00PM-8:00PM	FREE	Curtiss Field
All	T	July 14	9:00AM-11:00AM	FREE	Curtiss Field
All	T	July 21	6:00PM-8:00PM	FREE	Curtiss Field





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ITEM FOR DISCUSSION

Meeting Date	January 6, 2020
Agenda Item	Agenda E4
Attachment	NA
Submitted By	Nalisha Nandkumar, Staff

Item	Weather Cancellation Policy
Description	The City of Falcon Heights utilizes the weather hotline to alert families of program cancellations that occur during summer programming. While this is a useful tool, there is the need for a written policy for parents/guardians of the participants. 2019 programming had several cancellations in which programs were cancelled due to dangerous weather conditions such as excessive heat.
Budget Impact	N/A
Attachment(s)	Cancellation Policy
Action(s) Requested	Review cancellation policy and make changes as needed.

Falcon Heights Parks & Recreation Cancellation Policy

Weather Announcements

For weather cancellations announcements, please call our cancellation line at 651-792-7607, visit our Facebook page or our website at _____. The safety of our participants is important to us, and we will make every effort to keep you informed of program cancellations due to weather.

Summer programs

Cancellations

Scheduled youth games and programs, may be cancelled due to wet field conditions or hazardous weather conditions. Because weather and field conditions continually change, staff will wait to make cancellation decisions. Morning and afternoon youth program cancellations will be made no later than 30 minutes prior to the program start.

High Temperatures

Programs will be cancelled due to hot/humid conditions in regards to heat index reaching 100 degrees. Parents should use their discretion in regards to heat advisories and participant involvement. Parents should discuss known health conditions and concerns with program coordinator or recreation supervisor.

Lightning

Upon the first sight of lightning all in attendance at an outdoor program should immediately go to their cars or enter a building. No one will be allowed to resume play until 10 minutes after the last sighting of lightning.

Outdoor rinks and pond hockey

During extreme cold weather, outdoor activities are not recommended. Therefore, warming houses will be closed. The Parks and Recreation website will be updated from 8AM to 5PM Monday through Thursday.

<https://www.ci.brainerd.mn.us/207/Cancellations>