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

AGENDA
July 9, 2026 at 6:30 P.M.

A. CALL TO ORDER:

B. ROLL CALL:
VACANT _____Tom Faust (Vice-Chair) _____Katie Merriam _____
Robert Haight_____ Jerry Buckridge_____Naomi Loud - Heinsch_____Chuck Long_____

COUNCIL LIAISON:
Randy Gustafson ____

STAFF PRESENT:
Kelly Nelson_____ Colin Callahan_____

C. PRESENTATION:

D. APPROVAL OF MINUTES:
1. May 4, 2026 – Parks and Recreation Commission Meeting Minutes

E. AGENDA:
1. 2026 Park Audit Findings and 2027 Budget Planning
2. 2026/2027 Ice Rink Discussion
3. Park Facility Policy
4. Exercise Circuit Equipment

F. INFORMATION/ANNOUNCEMENT

G. ADJOURNMENT:

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

MINUTES
May 4, 2026

ROLL CALL: 6:32 PM

Eric Brenton (Chair)__X___Tom Faust (Vice-Chair) __X___VACANT (Secretary)_____
Robert Haight__X___ Jerry Buckridge__X___Naomi Loud - Heinsch__X__Chuck Long_____

COUNCIL LIAISON:
Randy Gustafson __X__

STAFF PRESENT:
Kelly Nelson__X__

C. PRESENTATION:

D. APPROVAL OF MINUTES:

1. April 6, 2026 – Parks and Recreation Commission Meeting Minutes

Buckridge motions to approve the minutes; approved 5-0

E. AGENDA:

1. Future Park Improvements and Friends of the Park Donation Discussion

At the request of Commissioner Faust, the topic of fundraising was brought forward as an agenda item.

Nelson provides some background information on state statutes regarding donations and fundraisers so that the commission understands what can and cannot be done. Many cities have a Friends of the Park 501(c)(3) established, and Falcon Heights' Friends of the Park group used to actively raise funds, which were then used to hold the Ice Cream Social.

In addition to general discussion surrounding fundraising and donations, Commission Vice Chair Faust suggested that the commission discuss park donations in terms of brainstorming ideas to bring forward to the Falcon Heights - Lauderdale Lions Club, who have verbally committed a future donation.

Faust believes that a 501(c)(3) likely has to have a board and meet at least twice per year.

Haight wonders if the Lions could act on behalf of a Friends of the Park group.

Brenton adds that if the Lions can assist in the interim, then the commission's longer-term goal could be to form /renew our own 501(c)(3). He also recommends prioritizing bigger ticket items to present because that may be easier.

Haight suggests creating a list of ideas to present to the Lions and then to Council for their approval.

The commissioners discuss the next phase of renovations at Community Park and areas in need of refreshing or replacing. They establish the following menu of items that are deemed a priority.

- Adding lighting and repairing the fencing (gap underneath) at the tennis court
- Resurfacing the basketball court
- Replacing the exercise equipment around the perimeter

Perhaps down the road a bit more, the area that the existing playground is in can be discussed and a plan made for that area. Gustafson adds that there will be a future need, and maybe the Lions would be willing to help then.

Faust suggests obtaining quotes in order to provide more concrete ideas/plans.

Nelson will research next steps, consult with the City Administrator, and schedule a meeting with the President of the Lions to discuss.

F. INFORMATION/ANNOUNCEMENT

Haight shares that the Community Garden event held on May 3rd went well and two steering committee members were elected.

Fellow commissioners congratulated Loud-Heinsch on being selected as the Parks and Rec representative appointed to the Les Bolstad Community Advisory Committee (CAC).

Nelson reminds the commissioners that they will not meet in person in June so that each commissioner can individually complete park audits. They will meet next in July to discuss their findings and to make recommendations for repairs/replacements.

G. ADJOURNMENT: 8:04 PM

Buckridge motions to adjourn the meeting;
Approved 5-0

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REQUEST FOR ACTION

Meeting Date	July 9, 2026
Agenda Item	E1
Attachment	Park Audit Findings
Submitted By	Kelly Nelson, Deputy Clerk / Admin. Services Director

Item	2026 Audit of Parks for 2027 Budget Planning
Description	The PARC did not have a commission meeting on June 1, 2026, and opted to use the time to conduct park audits, individually, throughout the month instead. The purpose of the audits is to compile a list of improvements to be considered in 2027 and to allow Staff to budget appropriately, with such improvements in mind.
Budget Impact	TBD
Attachment(s)	Commissioners' Individual Audit Reports
Action(s) Requested	Staff recommends that commission members further discuss audit findings to compile a final list of suggested improvements to be made under 2027 budget consideration.

CURTISS FIELD

Haight: I interviewed a few park users at Curtiss Field, and one request was for a bike rack. I think each park should have at least one rack to park and lock bikes.

Faust: Tree by playground now removed, possibly plant a new one. I'd suggest a sugar maple or hackberry.

Juneberry trees along sidewalk on SW corner have some dead branches that could be removed.

Gazebo is showing a little rust.

Limb up honey locust trees by the little library.

Two "vents" on the plastic shed roof are out, could allow animals in.

Porta potty surround? I can suggest a design if desired.

COMMUNITY PARK

Faust: Now is the time to add drain pipe from the triangular bed to the storm drain to provide drainage to the two areas that are holding water (see photo).

Remove the struggling linden by the building, it has a girdling root and will not improve.

The lime pathways look great!

Trim branches away from the basketball hoop on the south end.

Fix the baseball backstop chain link where it has come loose from the bottom rail.

Wood bench fixes are great. Consider rounding the edges as was done at Grove.

GROVE PARK

Faust: Nice job of trimming the big cottonwood trees.

Portapotty surround?

Scrub black mold off the plastic parts of the playground. Most will come off and, yes it will return.

The hillside of mature oaks across the street from this park would make a beautiful picnic grounds type park. So many mature oaks, fantastic!

Park and Facility Audit

Venue	Amenities at Park	Findings/Updates	Recommended Improvements
Community Park Building and Upper Picnic Area 2050 Roselawn Ave. (corner of Roselawn and Cleveland)	Portable bathroom 2 BBQ Grills 4 Outdoor picnic tables Parking lot (50 spots); there's also on street parking	under construction	
Community Park East Picnic Area (near playground)	3 Picnic Tables Trash receptacles Portable bathroom Parking lot (50 spots); there's also on street parking	Two playground structure - slides, bars, etc Swings - Three sling, one baby, no ADA Three benches Sand box Spinner Picnic pavilion Two tennis courts Bench Basketball court, 4 hoops	3 picnic tables
Community Park Lower Picnic Area (Southwest corner of park)	2 Picnic Tables 1 BBQ Grill Trash receptacles Portable bathroom Parking lot (50) and on street parking	don't see this	
Curtiss Field 1551 W. Iowa Ave.	Playground (2 toddler swings, 1 belt swing and teeter totter) Basketball court with one regular hoop and one mini court/hoop Tetherball pole 3 picnic tables Portable ADA bathroom Parking lot (10 spots); there's also on street parking 1 BBQ Grill 4 benches at playground area	one ADA swing Playground three slides climbing wall ladders monkey bars Soccer nets four land (one ADA) other spots not level Gazebo two benches Exposure Little free library	
The Grove 1600 Coffman Street	Playground (outdated) Basketball court with two hoops; painted pickleball lines. Mini library 2 picnic tables 1 BBQ grill benches scattered around On street parking NO restroom	Four playground areas - Three slides - pull up bars - slide, climbing wall - sling swing, baby swing, circle swing (no ADA swing) ADA portable bathroom White tower ??	Eight

Park Name: Community Park East Picnic Area
Date of Audit: 6/3/26
Auditor: Chuck Long

Landscaping / Grounds

1. Are weeds absent from grass and surrounding grounds (mulch beds, playground, courts, etc.)? **Yes** _____ **No** ✓ **N/A** _____

Comments: Clover, dandelions, etc. To be expected. Still looks good, maintained

2. Is grass is in good condition (no excessive wear, brown spots, wet spots, no scalping, no ruts, etc.)? **Yes** ✓ **No** _____ **N/A** _____

Comments: Some bare spots around playground equipment. Usual wear & tear

3. Is grass properly maintained (grass is cut, has been edged recently, and is trimmed along fence lines, curbs and trees)? **Yes** ✓ **No** _____ **N/A** _____

Comments: Grass is very tidy.

4. Are grounds clean and free of debris (no trash, pine needles, leaves, or other debris)?

Yes ✓ **No** _____ **N/A** _____

Comments: For the most part, yes. Some debris

Photo Comment

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Concrete and Pathways

1. Are concrete pathways and curbs, along with aglime pathways in good condition (no excessive cracking or heaving, no significant damage or wear and tear)? ✓ **Yes** _____ **No** _____ **N/A** _____

Comments: Look good

2. Are trails and pathways properly maintained (pathways are clean - no trash or debris, no washout, no graffiti along walkway, etc.)? **Yes** ✓ **No** _____ **N/A** _____

Comments: Look good – some spray paint on picnic shelter

Park Name: Community Park Lower Picnic Area
Date of Audit: 6/3/26
Auditor: Chuck Long

Landscaping / Grounds

1. Are weeds absent from grass and surrounding grounds (mulch beds, playground, courts, etc.)? **Yes** _____ **No** ✓ **N/A** _____

Comments: Clover, dandelions, etc mixed in as would be expected. But grass looks nice

2. Is grass is in good condition (no excessive wear, brown spots, wet spots, no scalping, no ruts, etc.)? **Yes** ✓ **No** _____ **N/A** _____

Comments: It looks good. Full. Green.

3. Is grass properly maintained (grass is cut, has been edged recently, and is trimmed along fence lines, curbs and trees)? **Yes** ✓ **No** _____ **N/A** _____

Comments: Looks good

4. Are grounds clean and free of debris (no trash, pine needles, leaves, or other debris)?

Yes ✓ **No** _____ **N/A** _____

Comments:

Photo Comment

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Concrete and Pathways

1. Are concrete pathways and curbs, along with aglime pathways in good condition (no excessive cracking or heaving, no significant damage or wear and tear)? ✓ **Yes** _____ **No** _____ **N/A** ✓

Comments: No real concrete in this section of park

2. Are trails and pathways properly maintained (pathways are clean - no trash or debris, no washout, no graffiti along walkway, etc.)? **Yes** ✓ **No** _____ **N/A** _____

Comments: Look great. Smooth, even, no washout areas

Park Name: Community Park Building w upper Picnic Area
Date of Audit: 6/7/26
Auditor: Chuck Long

* Under construction

Landscaping / Grounds

1. Are weeds absent from grass and surrounding grounds (mulch beds, playground, courts, etc.)? **Yes** _____ **No** _____ **N/A** _____

Comments:

2. Is grass is in good condition (no excessive wear, brown spots, wet spots, no scalping, no ruts, etc.)? **Yes** _____ **No** _____ **N/A** _____

Comments:

3. Is grass properly maintained (grass is cut, has been edged recently, and is trimmed along fence lines, curbs and trees)? **Yes** _____ **No** _____ **N/A** _____

Comments:

4. Are grounds clean and free of debris (no trash, pine needles, leaves, or other debris)?

Yes _____ **No** _____ **N/A** _____

Comments:

Photo Comment

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Concrete and Pathways

1. Are concrete pathways and curbs, along with aglime pathways in good condition (no excessive cracking or heaving, no significant damage or wear and tear)? **Yes** _____ **No** _____ **N/A** _____

Comments:

2. Are trails and pathways properly maintained (pathways are clean - no trash or debris, no washout, no graffiti along walkway, etc.)? **Yes** _____ **No** _____ **N/A** _____

Comments:

Park Name: Curtiss Field
Date of Audit: 6/3/26
Auditor:
Chuck Long

Landscaping / Grounds

1. Are weeds absent from grass and surrounding grounds (mulch beds, playground, courts, etc.)? **Yes** _____ **No** ✓ **N/A** _____

Comments:
There are some weeds, clover, dandelions interspersed in the grass but that is to be expected.

2. Is grass is in good condition (no excessive wear, brown spots, wet spots, no scalping, no ruts, etc.)? **Yes** ✓ **No** _____ **N/A** _____

Comments:
Overall in good condition.
Bare spots around lot, playground, along some sidewalk

3. Is grass properly maintained (grass is cut, has been edged recently, and is trimmed along fence lines, curbs and trees)? **Yes** ✓ **No** _____ **N/A** _____

Comments:
Grass looks great, well maintained

4. Are grounds clean and free of debris (no trash, pine needles, leaves, or other debris)?

Yes ✓ **No** _____ **N/A** _____

Comments:
Very clean!

Photo Comment

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Concrete and Pathways

1. Are concrete pathways and curbs, along with aglime pathways in good condition (no excessive cracking or heaving, no significant damage or wear and tear)? ✓ **Yes** _____ **No** _____ **N/A** _____

Comments:

2. Are trails and pathways properly maintained (pathways are clean - no trash or debris, no washout, no graffiti along walkway, etc.)? **Yes** ✓ **No** _____ **N/A** _____

Comments: ~~Sidewalk chalk art.~~
Some sidewalk chalk drawing near the playground.
No big deal

Park Name: Grove Park
Date of Audit: 6/3/26
Auditor: Chuck Long

Landscaping / Grounds

1. Are weeds absent from grass and surrounding grounds (mulch beds, playground, courts, etc.)? **Yes** _____ **No** ✓ **N/A** _____

Comments: Grass looks good but weeds (dandelions, clover, etc) is interspersed throughout. To be expected, I imagine.

2. Is grass is in good condition (no excessive wear, brown spots, wet spots, no scalping, no ruts, etc.)? **Yes** ✓ **No** _____ **N/A** _____

Comments: Overall grass looks good. Some bare spots along sidewalk, playground, picnic areas. But that's where people walk.

3. Is grass properly maintained (grass is cut, has been edged recently, and is trimmed along fence lines, curbs and trees)? **Yes** ✓ **No** _____ **N/A** _____

Comments:
Grass is well maintained

4. Are grounds clean and free of debris (no trash, pine needles, leaves, or other debris)?

Yes ✓ **No** _____ **N/A** _____

Comments:
Some needles and pine cones near trees but that's expected.

Photo Comment

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Concrete and Pathways

1. Are concrete pathways and curbs, along with aglime pathways in good condition (no excessive cracking or heaving, no significant damage or wear and tear)? ✓ **Yes** _____ **No** _____ **N/A** _____

Comments: Excellent condition

2. Are trails and pathways properly maintained (pathways are clean - no trash or debris, no washout, no graffiti along walkway, etc.)? **Yes** ✓ **No** _____ **N/A** _____

Comments: Looks great

Park and Facility Audit

Venue	Amenities at Park	Findings/Updates	Recommended Improvements
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Community Park East Picnic Area (near playground)	2 Picnic Tables Trash receptacles Portable bathroom Parking lot (50 spots); there's also on street parking		
Community Park Lower Picnic Area (Southwest corner of park)	2 Picnic Tables 1 BBQ Grill Trash receptacles Portable bathroom Parking lot (50) and on street parking		
Curtiss Field 1551 W. Iowa Ave.	Playground (2 toddler swings, 1 belt swing and teeter totter) Basketball court with one regular hoop and one mini court/hoop Tetherball pole 3 picnic tables Portable ADA bathroom Parking lot (10 spots); there's also on street parking 1 BBQ Grill 4 benches at playground area		
The Grove 1600 Coffman Street	Playground (outdated) Basketball court with two hoops; painted pickleball lines. Mini library 2 picnic tables 1 BBQ grill 3 benches scattered around On street parking NO restroom		

Welcome to Curtiss Field / Community Park / The Grove

Park Hours 6:00 AM to 10:00 PM

The Following are Prohibited:

-Intoxicating beverages

-Smoking and vaping of any substances

-Glass Containers

-Motorized Vehicles on Turf, Trails and Walkways

-Unleashed Dogs

-Golf

- Camps, temporary lodging / sleeping places

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ITEM FOR DISCUSSION

Meeting Date	July 9, 2026
Agenda Item	E2
Attachment	N/A
Submitted By	Kelly Nelson, Administrative Services Director/Deputy Clerk

Item	2026-2027 Ice Rink Decision
Description	The PARC previously had usage data for the Curtiss Field ice rink obtained from Warming House Attendants staffed onsite to then help shape decisions for the ice rink for the upcoming season. Since the 2024-2025 ice skating season, the City has not had a warming house or attendants onsite at Curtiss Field. So, we don't have daily observations of usage from staff to take into consideration. For the 2024-2025 and 2025-2026 seasons, the City purchased a liner to be placed under the ice in an effort to extend the season and improve the ice quality. 2025: Rinks opened on January 5 and closed just 7 days later. 2026: Rinks opened on December 19, just in time for winter break, but were immediately followed by warmer weather. Usage was spotty until mid-January, and rinks had closed for good on/by February 19. These dates were almost identical to Minneapolis and St. Paul's outdoor rinks. Public Works Director, Colin Callahan, provided the following input (see attachment on next page) from a maintenance perspective so that the Parks Commission could discuss during the April 6, 2026, meeting and determine a plan for the upcoming 2026/2027 season. During the April 6, 2026 meeting, the commission was receptive to feedback from Public Works, but wanted an opportunity to have a back-and-forth discussion before making a final decision. Public Works Director Colin Callahan will attend to answer questions and discuss options with the commission so that a decision can be made prior to the 2026/2027 ice rink season.
Budget Impact	TBD

Attachment(s)	• Memo from Public Works Director Colin Callahan
Action(s) Requested	Commissioners should discuss and ask for PW input, etc., to help identify any future changes that they may want to make prior to the 2026-2027 skating season.

In theory, using a rink liner sounds like a great way to establish an ice rink. In practice, using a rink liner reveals some difficulties and requires a lot of cooperation from mother nature. First things first, installing the liner…it needs to be filled with water immediately after installation, so wind doesn't displace it potentially creating tears. To cover the entire rink area, a significant portion of the rink is 8 inches+ deep with water which takes a surprising amount of time to freeze completely. During the 2024-2025 season it was 0 to 20 degrees below zero for over a week and below freezing for weeks after that and it did not freeze solid before we had significant snow fall. One might suggest filling it up in stages rather than all at once. That is not a good idea because it doesn't take much wind to turn that liner into a giant uncontrollable sail, which we experience while installing and securing the liner. Snow is another factor to consider. If we receive significant snow during the freezing process, that snow acts as an insulator slowing the freezing process. That is what happened during the 2024-2025 season. We let the rink sit for two weeks with snow covering it and when we surmised the rink had to be frozen solid by now, it wasn't. So, when we got on the rink with our snow blower it broke through in many places puncturing the liner and draining the rink creating a hollow cavity under the sheet of ice which caused our snow blower to break through in more places. If we flood the rink in stages, risking wind damage, and we receive significant snowfall on a liner that is not covered with ice we now have no feasible way to remove the snow without damaging the liner.

PW reasoning on why the rink, after weeks of well below freezing temps 2024-2025 season didn't freeze solid is because buried under the rink is 300 feet of 10-foot diameter water storage containers. By placing the plastic liner over that area, it trapped heat underground. Then filling it with 8 inches of water and shortly thereafter covered/insulated with ~6-8 inches of snow, and that is why, in 2 ½ weeks the rink never completely froze.

My thoughts are that PW can establish a rink almost, if not just as quickly without the liner in place, and without the added stress from situational variables described above. For the argument that the liner extends the rink season…we had to close the same day as Minneapolis/St. Paul as well as surrounding cities this season.

A few other things to consider is the cost of the liner @ $680, and it cannot be recycled so the 120'X60' liner gets buried in a landfill.

-Colin Callahan, Public Works Director

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REQUEST FOR ACTION

Meeting Date	July 9, 2026
Agenda Item	E3
Attachment	Park Facility Rental Policy (draft); reservation form
Submitted By	Kelly Nelson, Deputy Clerk / Admin. Services Director

Item	Park Facility Rental Policy
Description	As the City looks ahead to taking reservations for its newest picnic shelter and kitchenette area located at Community Park, a formal Park Facility Policy should be drafted so that facility/park rules are clearly stated and the expectations from those renting the spaces are made clear.
Budget Impact	TBD
Attachment(s)	Park Facility Policy (draft) Reservation Form
Action(s) Requested	Staff recommends that commission members provide feedback on a draft version of a Park Facility Policy.

FALCON HEIGHTS PARK FACILITY RENTAL POLICIES AND FAQs

Please review date & time indicated on permit for accuracy. Use of the facility is limited to rental time indicated on permit. Any items placed in facilities before rental time or left following reservation will be removed & discarded.

Rental Policies

- No driving is allowed on park pathways, turf and trails.
- No glass containers allowed.
- No alcohol, tobacco, cannabis & vaping products are allowed anywhere in the parks, including the parking lot.
- No inflatable jumpers, rock-climbing walls, trampolines, etc. without obtaining City permission and a COI listing the City of Falcon Heights as an insured and providing a copy to the City prior to the event.
- No bonfires.
- No fireworks.
- No staked tents without prior permission.
- No sitting or standing on picnic tables.
- No for-profit food sales from the concessions building without prior permission
- No glitter, confetti, feathers, play dough, soapy bubbles, silly string, helium-filled balloons, water balloons, and/or piñatas are allowed in the park building, splash pad, or in picnic areas. This includes any balloon containing confetti, etc.
- **Only painters tape may be used to affix items.** No scotch/masking/duct tape, push pins, putty or thumbtacks.
- Facility use limited to specific reservation times listed on rental permit. This includes all setup and cleanup.
- With respect to the park neighbors, we do not allow amplified music in the picnic shelters.
- Falcon Heights parks are CLOSED 10:00 p.m. to 6:00 a.m.
- Animals (other than service dogs) are not allowed in facilities unless explicitly approved on the rental permit.

Liability: Permit holder must be on-site for the entire duration of the rental event. They are responsible for all conduct of event attendees. This includes any damage, loss, breakage, or rule violations as a result of attendees' conduct.

Rental Permit Holder is responsible to complete the following before the end of the reservation time:
Place all garbage & recycling in provided containers.
Wipe down all tables and chairs used; notify facility staff of any major spills. If any tables were moved during your rental, return them to their original setup.
Remove all items not belonging to the facility by the end of scheduled rental time
Specific to Community Park Picnic Pavilion with Kitchenette, the above rules, plus the following:
Clean kitchenette: counters, sink, microwave, and refrigerator/freezer.
Sweep and mop floors in kitchenette.

Refund Policy

- Rental party may only have access to the facility during the time listed on rental permit.
- The rental fee (and deposit, if applicable) are due at the time of the reservation.
- Refund, minus $10 administrative fee issued on cancellations made **46 or more days** prior to scheduled reservation.
- 50% refund issued for cancellations made **30-45 days** prior to scheduled reservation.
- No refund issued for cancellations made **29 or fewer days** prior to scheduled reservation.
- Refunds granted, at our discretion, only for weather conditions deemed severe (e.g. tornado, excessive snow)

IF THERE IS AN EMERGENCY ON THE DAY OF YOUR RESERVATION PLEASE CALL 911

FAQs

- **Specific to the Community Park Picnic Pavilion with Kitchenette, how will I get into the rental space?** A: We provide a keycode to access the building prior to your reservation.
- **Can I get into the facility early to set up or decorate?** A: No, all party set up and clean up must occur during the rental time. Given the popularity of the facilities and the demand for our staff, we cannot have groups show up early or stay beyond their agreed upon rental time. Please be sure to start your clean up early enough so it is finished by the end of your rental.
- **What do I have to do before I leave?** A: At the end of the rental you will need to spray & wipe down the tables, chairs, and kitchenette counters, sweep around the tables & chairs, and also remove & tie garbage bags. In addition, if there are any large messes on the floors we ask that you clean them up. Any group that leaves a big enough mess at the end of their rental may have additional cleanup charges applied. Remove all of your belongings from the space.
- **Do you provide table cloths or coverings, and what are the dimensions of the tables?** A: We do not provide table cloths or coverings for the tables; bring your own if desired. Our picnic tables are 8ft. long.
- **Do you allow alcohol in the picnic pavilions?** A: We do not allow alcohol, tobacco, cannabis, or vaping products in the park pavilions, kitchenette, park grounds, or parking lot at any time. Violations will result in loss of your deposit.
- **What is provided in the kitchenette?** A: Each kitchenette has an upright fridge/freezer, microwave, sink, countertops, and coffee percolator (makes 40 cups using course grounds; filter not needed).
- **Are there grills in the park?** A: We do not have grills in the parks where park buildings are located. Renters may bring their own grill; however, ALL ashes, charcoal, and burning materials must be taken out of the park for disposal.
- **What do you provide for technology?** A: Free WiFi is available (shown as CityGuest).
- **Can I drive on the path to drop off items or guests?** A: We have a strict policy and do not allow any motorized vehicle on our paths, turf, or trails, as it is a safety issue.
- **Do I also get exclusive access to the playground, patio, or any fields?** A: When renting the park building, you only get exclusive access to the kitchenette and attached picnic shelter. The restrooms, parking lot, and the park are all open to the public.
- **Can we tip the staff member?** A: Our employees cannot accept monetary tips. However, food and beverages are allowed.
- **What do you have for parking at Community Park?** 60 stalls + 2 handicap stalls + street parking on north side of Roseawn
- **What number can I call if there is a critical issue during non-business hours?** A: If an issue comes up and on-site staff is not available, please reach out to Falcon Heights Public Works at 651-468-7106. Leave a detailed message and someone will get back to you shortly.

Looking for more information or want to make a reservation? Click here:

The City of Falcon Heights reserves the right to refuse any rental where proposed activities within the facility may be unsafe, illegal, detrimental to citizens, or inconsistent with City policy & practices. It is understood that the renter/user of Falcon Heights community facilities at all times indemnify, defend & hold harmless the City of Falcon Heights, Minnesota, its officers, employees & contractors from & against any & all claims, damages, losses & expenses of whatever nature, including attorney fees, in any manner connected with, related to, or as a result of any actions or inactions associated with the usage or rental of Falcon Heights facilities.

CITY OF FALCON HEIGHTS

2077 W Larpenteur Ave
Falcon Heights MN 55113
Phone: 651-792-7600 Fax: 651-792-7610
Email: mail@falconheights.org
www.falconheights.org

FOR OFFICE USE	
Approval Date:	
Rental Fee:	
Receipt:	
Play Kit Rental:	Y N
Play Kit Deposit: Cash Check Card	
Shred/Return Date:	

Community Park / Curtiss Field / The Grove Picnic Area Use Permit

COMMUNITY PARK
2050 Roselawn Ave
Falcon Heights, MN 55113

CURTISS FIELD
1551 Iowa Ave. W.
Falcon Heights, MN 55113

GROVE PARK
1600 Coffman
Falcon Heights, MN 55113

Individual or Organization* Name: _____

**Non-profit organizations must provide a tax exemption form in order to be eligible for tax-exempt rental*

Mailing address: _____ **City/State:** _____ **Zipcode:** _____

Phone 1: _____ **Phone 2:** _____

Email: _____

Date Requested: _____ **Approx. # of people :** _____

Time Requested (Please check one): ☐ **9am-3pm** ☐ **4pm-10pm** ☐ **Full day (9am-10pm)**

Park Requested: ☐ **Community Park** ☐ **Curtiss Field** ☐ **Grove Park**

Specify Picnic Area _____

Please describe use: _____

_____

NOTES:

Refunds: Request for refunds due to cancellation is subject to a cancellation fee. A refund, minus a $5.00 administration fee will be issued for cancellation made 2 weeks (14 days) or more prior to the reservation date. No refund will be given for cancellations 13 or fewer days before the scheduled reservation. No refunds are made due to weather unless weather conditions are deemed as severe (tornado, lighting, etc.).

Waiver: The person or organization making this application assumes individual and joint obligation for replacements or payment in case of losses or damages resulting from their use of the building facilities, and agree to abide by the rules established by the City Council of Falcon Heights.

Issues & Emergencies: For non-emergency issues occurring outside of City Hall hours, please contact the Ramsey County Sheriff's Office dispatch at 651-767-0640. For all emergencies, call 911.

Outside Equipment: If you plan on bringing any equipment (i.e. inflatable devices, dunk tanks, etc.) into the park, you must disclose this to a City employee during the reservation process. the City may require additional documentation such as a hold harmless agreement or a certificate of insurance naming the City as an additional insured.

Signature of applicant: _____ Date: _____

City staff authorization: _____ Date: _____

PLEASE SEE REVERSE FOR RENTAL POLICIES & FEES

City of Falcon Heights
Picnic Area Use Permit

Access to the building at Community Park, its kitchen and indoor restroom are NOT open to the public at this time.

Rental Fees

Facility	Amenities available	Half Day 9am-3pm / 4pm-10pm	9am-10pm Full Day
Community Park Upper Picnic Area (2050 Roselawn Ave; corner of Roselawn and Cleveland)	• 5 Picnic tables • Trash receptacles • Portable toilet • Parking lot (50 vehicle capacity) plus off-street parking	$20 + tax	$35 + tax
Community Park East Picnic Area (near playground)	• 2 Picnic tables • Trash receptacles • Portable toilet • Parking lot (50 vehicle capacity) plus off-street parking	$20 + tax	$35 + tax
Community Park Lower Picnic Area (Southwest corner of park)	• 2 Picnic tables • 1 BBQ grill • Trash receptacles • Portable toilet • Parking lot (50 vehicle capacity) plus off-street parking	$20 + tax	$35 + tax
Curtiss Field Picnic Area (near playground) 1551 W. Iowa Ave.	• 2 Picnic tables • 1 BBQ grill • Trash receptacles • ADA portable toilet • Parking lot (10 vehicle capacity) plus off-street parking	$20 + tax	$35 + tax
Grove Park 1600 Coffman	• 2 Picnic tables • 1 BBQ grill • Trash receptacles • NO RESTROOM • Limited on-street parking	$20 + tax	$35 + tax
Play Kit Rental	Includes variety of balls, Frisbees, and other play equipment	$15 + tax	$15 + tax
Set up/Tear Down		$25	

RENTAL POLICY

Please initial the following items to signify you understand and agree to adhere to the rental policies. Violation of rental policies may result in the loss of your damage deposit and the loss of City rental priviliges in the future.

____ Alcohol and tobacco are not permitted anywhere in the park, including the park building.

____ Motor vehicles are not allowed on park pathways.

____ Permit holder is responsible for picnic shelter clean-up. All trash should be placed in trash cans.

____ Glass containers are not allowed in the park area and playground.

____ Parking of motor vehicles is allowed in designated parking areas only.

____ In the case of any emergency, permit holder will call 911.

____ I understand the rental policies including: reservation refund, deposit, waiver, and parks use policies.

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REQUEST FOR ACTION

Meeting Date	July 9, 2026
Agenda Item	E4
Attachment	See Below
Submitted By	Kelly Nelson, Administrative Services Director / Deputy Clerk

Item	Future Park Improvements and Friends of the Park Donation Discussion
Description	During the May 4, 2026 Parks and Recreation Commission meeting and at the recommendation of Commission Vice Chair Faust, the commission brainstormed park donations, both in general and as a means to present ideas to the Lions Club, which annually donates money to the Friends of the Park fund after the conclusion of their holiday tree sales, and who have also verbally committed a donation for Community Park. Commissioners supported presenting the idea of replacing the workout circuit around the perimeter of Community Park to the Lions to gauge initial feedback. As a next step, Commissioners are asked to view examples of specific exercise equipment. Staff will then contact two vendors to each develop a package with a quote so that a final design may be presented to the Lions for their consideration.
Budget Impact	TBD
Attachment(s)	• Examples of outdoor fitness equipment
Action(s) Requested	Staff encourages commission members to discuss the replacement of the Community Park exercise equipment so that vendor quotes can be obtained.

Request for Action

March 11, 2024

Approved by: Reece Bertholf, City Manager
Originating Department: Parks & Recreation
By: Aaron Thelen, Recreation Supervisor and Susan Rader, Director

Agenda Section
Development & Planning

Item Number
8.1

Agenda Title

Resolution authorizing the appropriation of funds in the amount of $40,318.40 for the purchase of outdoor fitness equipment (Improvement Project No. 1109)

Requested Action

Staff requests that the City Council approve a resolution authorizing the purchase and installation of seven units of outdoor fitness equipment from Greenfields Outdoor Fitness, Inc. for $40,318.40 (improvement project no. 1109).

Policy/Past Practice

The city develops a ten-year capital improvement program (CIP) for capital equipment, facility improvements, and infrastructure projects. Each year the CIP is reviewed, updated, and extended for another ten-year period. The addition of outdoor fitness equipment is included in the 2024 budget.

Background

New Hope does not currently have any outdoor fitness equipment in its park system and staff believes the addition of equipment will add another unique amenity to New Hope. Staff identified Northwood Park along the trail loop near the playground as the ideal location for the equipment.

The seven green and tan units of equipment will be spread out along the trail loop on four concrete pads, so three pads will have two units and one pad will have one unit. The specific locations on the trail were kept in mind not to affect future electrical work as trail lights are currently listed in the 2025 CIP.

Since the units will be spread out along the trail this gives participants the ability to use the equipment and then walk along the trail to use the next station creating additional activity. Walking, strength training and exercise is a lifelong activity that can be used by anyone of all ages, abilities, accessibility, and skill level. One of New Hope's primary goals is to enhance the quality of life in the community, and we believe adding this outdoor fitness equipment for participants to use for free will help add to this goal.

The fitness equipment package includes seven units of equipment: 4-Person Pendulum Abs & Dip Station; 2-Person Back & Arms Combo; 2-Person Accessible Chest Press; 2-Person Combo Lat Pull & Vertical Press; 3-Person Static Combo; Rowing Machine; 4-Person Leg Press; and a customized announcement sign. While incorporating seven units of equipment, the outdoor fitness equipment can accommodate 18 people at a time, covers all major muscle groups, and some equipment is also handicap accessible.

Greenfields Outdoor Fitness has an excellent reputation and is extremely well-known in the field of outdoor fitness equipment. Their equipment has a safe and durable design, which are built to suppress their warranty under normal usage. It is weather resistant and can be used in hot and cold climates, as well as dry and humid conditions. The units are designed to have little or no maintenance.

Staff is recommending the approval of the quote from Greenfields Outdoor Fitness, Inc. for $40,318.40, which includes seven units of outdoor fitness equipment, and a customized announcement sign. Greenfields Outdoor Fitness, Inc. is part of the Sourcewell Cooperative Purchasing Program which has previously been used for several projects including the replacement of the Ice Arena South rink floor and dasher boards, the South Arena scoreboard, and also the scoreboards in the community gyms.

The equipment will be purchased from Greenfields Outdoor Fitness, Inc. but the cost does not include installation. Public Works will be installing the equipment as well purchasing the supplies and pouring the concrete pads. The pads would be installed over the summer with equipment installation planned for late summer/early fall.

Funding

The cost for purchase and installation of the fitness equipment from Greenfields Outdoor Fitness, Inc. is $40,318.40. The equipment will be installed by Public Works, and they will also be purchasing and pouring the concrete pads. The cost of concrete is estimated to be approximately $5,000. The project is included in the 2024 CIP and $50,000 is available in the Park Infrastructure Fund for this project.

Attachments

- Resolution
- Tentative photo of Northwood Park locations
- Quote from Greenfields Outdoor Fitness, Inc.
- Copy of 2024 CIP listing

City of New Hope

Resolution No. 2024 -

Resolution authorizing the appropriation of funds in the amount of $40,318.40 for the purchase of outdoor fitness equipment (Improvement Project No. 1109)

WHEREAS, the City of New Hope prepares a ten-year Capital Improvement Program (CIP) as a guiding document for equipment acquisition and improvement projects to assist with the preparation of each annual operating budget; and,

WHEREAS, having safe, well maintained park facilities and providing a variety of recreation amenities is important; and,

WHEREAS, staff recommends the purchase of seven units of outdoor fitness equipment from Greenfields Outdoor Fitness, Inc.; and,

WHEREAS, funds are available for this project within the Park Infrastructure Fund.

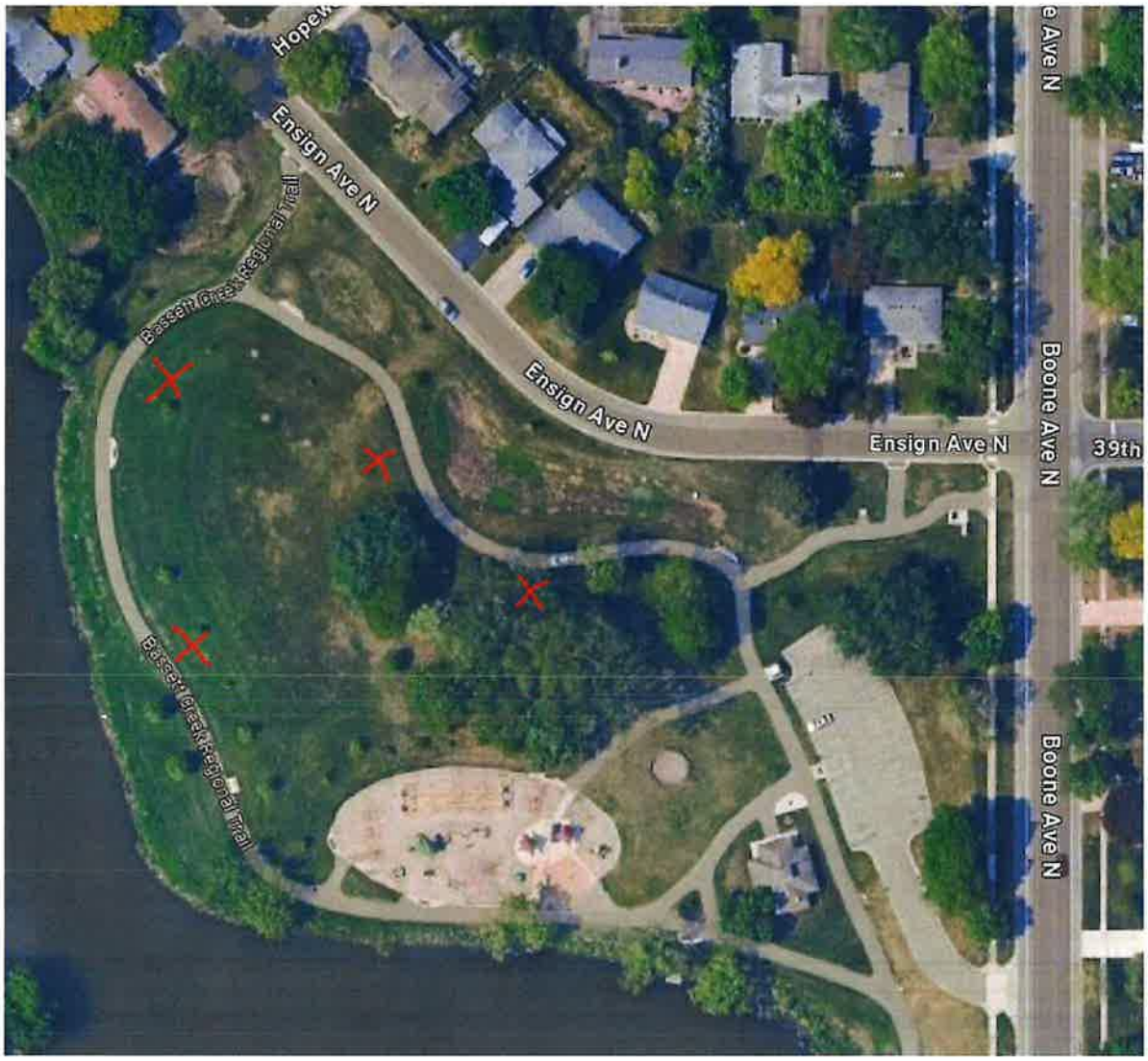
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of New Hope, Minnesota, that the appropriation of $40,318.40 from the Park Infrastructure Fund for payment to Greenfields Outdoor Fitness Equipment, Inc. is hereby authorized.

Adopted by the City Council of the City of New Hope, Hennepin County, Minnesota, this 11th day of March, 2024.

_____
Mayor

Attest: _____
City Clerk

Tentative Photo of Northwood Park locations



Estimate

Greenfields Outdoor Fitness,Inc
2617 West Woodland Drive
Anaheim, CA 92801
Phone: 888-315-9037
Fax: 866-308-9719
Email: orders@greenfieldsfitness.com

Order #	Date
S25413	01/08/2024

Bill To:	Ship To:
MN - City of New Hope City of New Hope Aaron Thelen 4401 Xylon Ave N. New Hope, MN 55427	MN - City of New Hope City of New Hope Aaron Thelen 4401 Xylon Ave N. New Hope, MN 55427
Customer: MN - City of New Hope	Contact: Aaron Thelen - 763-531-5153

Notes: PROJECT: MN - City of New Hope

Sales Rep	Payment Terms	FOB Point	Carrier	Date Scheduled
GN	NET 30	Origin	Freight	01/08/2024

Item #	Number	Description	Color	Unit Price	Qty	Total Price
1	Sourcewell Contract #	Sourcewell Contract# 010721-GRN City of New Hope MN Sourcewell Member ID# 19087		$0.00	1 ea	$ 0.00
2		SURFACE MOUNT INSTALLATION METHOD				
3		Small Sample Package: 7 Units / 18 Users				
4	SGR022-03K	4-Person Pendulum, Abs & Dip Station (formerly SGR2005-1-22)	Green/ Tan	$4,495.00	1 ea	$ 4,495.00
8	SGR042-03	2-Person Back & Arms Combo (formerly SGR2005-1-42)	Green/Tan	$4,995.00	1 ea	$ 4,995.00
9	SGR048AW-03	2-Person Accessible Chest Press (formerly SGR2005-1-48A-W)	Green/Tan	$5,995.00	1 ea	$ 5,995.00
10	SGR048C-03	2-Person Combo Lat Pull & Vertical Press (formerly SGR2005-1-48C)	Green/Tan	$4,995.00	1 ea	$ 4,995.00
11	SGR071-03K	3-Person Static Combo (formerly SGR2005-1-71)	Green/ Tan	$4,495.00	1 ea	$ 4,495.00
16	SGR091-03K	Rowing Machine (formerly SGR2005-1-91)	Green/ Tan	$2,995.00	1 ea	$ 2,995.00
19	SGR104-03K	4-Person Leg Press (formerly SGR2005-1-104N)	Green/ Tan	$6,395.00	1 ea	$ 6,395.00
22	SGR105-01	Customized Announcement Sign (formerly SGR2005-1-105)	Green	$1,795.00	1 ea	$ 1,795.00
23		Subtotal				$ 36,160.00
24	Sourcewell Member Discount	Sourcewell Member Discount 7%				-$ 2,531.20
25		Sourcewell Member Discounts is for direct purchase by the city and will not be extended to bidders.				
26	Shipping & Handling	Ships in large crates - forklift is needed to unload		$3,616.00	1 ea	$ 3,616.00
27	SM Installation	All units are Surface Mount installation method, installation NOT included and done by others		$0.00	1 ea	$ 0.00
28	NOT Included	Installation NOT included and done by others		$0.00	1 hr	$ 0.00

Estimate

Greenfields Outdoor Fitness,Inc
2617 West Woodland Drive
Anaheim, CA 92801
Phone: 888-315-9037
Fax: 866-308-9719
Email: orders@greenfieldsfitness.com

Order #	Date
S25413	01/08/2024

Item #	Number	Description	Color	Unit Price	Qty	Total Price
29	GRI 2024	General Rate Increase of 8.5% due to inflation. (This rate is subject to change as per fluctuation in the marketplace)		$3,073.60	1 ea	$ 3,073.60

Prices are valid for 60 days from the Estimate date.
CUSTOMER APPROVAL: I hereby approve this order, the item selection, color selection, and overall Terms & Conditions. I understand should collection of this agreement become necessary, I agree to pay all collection fees and attorney fees/ court costs, etc. The undersigned customer authorizes Greenfields to ship items on this estimate and pay Greenfields the amount specified per payment terms listed on this estimate.

Subtotal:	**$40,318.40**
Sales Tax:	**$0.00**
Total:	**$40,318.40**

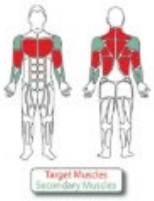
Approval signature: :_____ Date:_____

Signed by (print name) _____

Small Sample Package
7 units / 21 users

SGR022 4-Person Pendulum, Abs, & Dips Station

SGR042 2-Person Back & Arms Combo



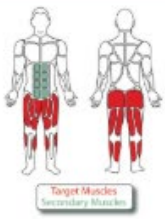
SGR048AW 2-Person Accessible Chest Press

SGR048C Combo Lat Pull & Vertical Press

SGR071 3-Person Static Combo

SGR091 Rowing Machine

SGR104 4-Person Leg Press



SGR105 Customized Announcement Sign

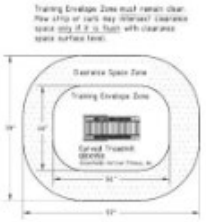
Greenfields Outdoor Fitness

Package Name	Units	Users	Dimensions
Cardio Corner Package NEW	8	10	42′ x 29′
Adjustable Resistance Package	20	20	40′ x 40′
Functional Fitness Plus Package	23	49	54′ x 54′
Functional Fitness Package 1	4	9	36′ x 37′
Functional Fitness Package 2	6	41	48′ x 48′
Small Package	7	21	40′ x 40′
Sports Park Package	20	45	4 clusters
Large Package	13	38	58′ x 58′
Medium Package 1	10	27	52′ x 52′
Medium Package 2	12	24	52′ x 52′
Medium Package 3	10	25	52′ x 48′
Trail Sample Package	12	32	6 mini clusters

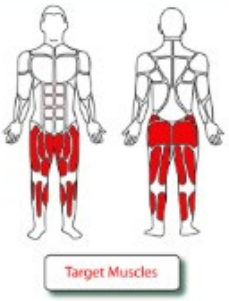
CARDIO CORNER PKG
8 units / 10 users

SGR047W 2-Person Accessible Vertical Press

UBX958 Curved Treadmill

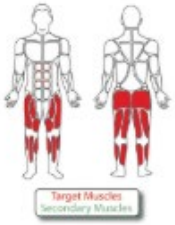


UBX289 Upright Bike



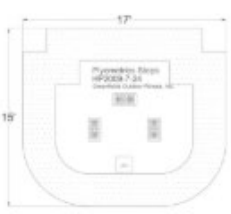
SGR048W 2-Person Accessible Lat Pull

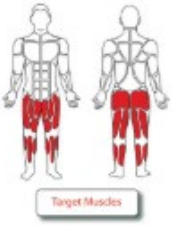
UBX292 Adjustable Stepper



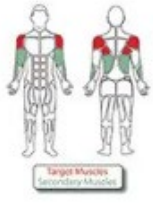
UBX287 Hand Bike

SHP724 Plyometric Steps





UBX287W Accessible Hand Cycle



MEDIUM PKG 1
10 units / 27 users

SGR021 4-Person Lower Body Combo

SGR022 4-Person Pendulum, Abs, & Dips Station

SGR026 2-Person Cross Country Ski

SGR042 2-Person Back & Arms Combo

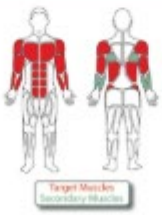
SGR047W 2-Person Accessible Vertical Press

SGR048W 2-Person Accessible Lat Pull

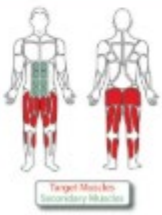
SGR048AW 2-Person Accessible Chest Press

SGR048E 2-Person Combo Butterfly & Reverse Fly

SGR071 3-Person Static Combo



SGR104 4-Person Leg Press



UP312S – ActionFit Performance Course

Request a Quote for Price

Product Information

Fitness Line
FitTech Packages
Fitness Focus
Aerobic
Aerobic
Balance & Flexibility
Balance & Flexibility
Core
Core
Muscle Fitness
Muscle Fitness
Color Options
ActionFit
Age
13 and up
Weight
1292 lbs

1 Add to Quote

Roseville
South side of Central Park – Victoria West

Four fitness pods, including elliptical, pull-ups, hand-bike, etc.

The city of Robbinsdale is updating several of its parks. The latest installation at Lakeview Terrace Park offers an outdoor alternative to your daily gym routine.

Lakeview Terrace Park, at 3769 Crystal Lake Blvd., will now be home to a fitness court with permanent exercise equipment including an arm bike, a leg life and pull up station.

"This is actually a project that we've been working on for going on two and a half, almost three years," said Matt Bazyk, Robbinsdale's recreation services manager. "The idea is to have some exercise equipment next to the playgrounds so parents can participate, and work out, and do their thing and watch their kids safely."

Robbinsdale spent about $60,000 on the project, according to Bayzk.

Fitness court equipment will include:

- 8", 16" and 14" step
- Leg Lift and Pull-up Station
- Arm Bike
- Bulgarian Squat Net
- Parallel Dip Bars
- Knee Raise Station
- Leg Raise Bars
- Pull-up Bar
- Push-up Incline Press

Equipment from Kompan

GameTime

SPECS

Balance Plank Station

$488

SPECS

Vault Bar Station

$716

SPECS

Hurdle Station

$716

SPECS

Balance Beam Station

$785

SPECS

Balance Board Station

$950

SPECS

Polymetric Box

$981

SPECS

Knee Lift Station

$950

SPECS

High Jump Station

$1,249

SPECS

Parallel Bars

$1,264

SPECS

Climb the Ladder - Youth

$5,619

SPECS

Adult Climbing Wall

$6,253

SPECS

Shoulder Rotator - Accessible

$6,453

SPECS

Chest Press

$6,483

SPECS

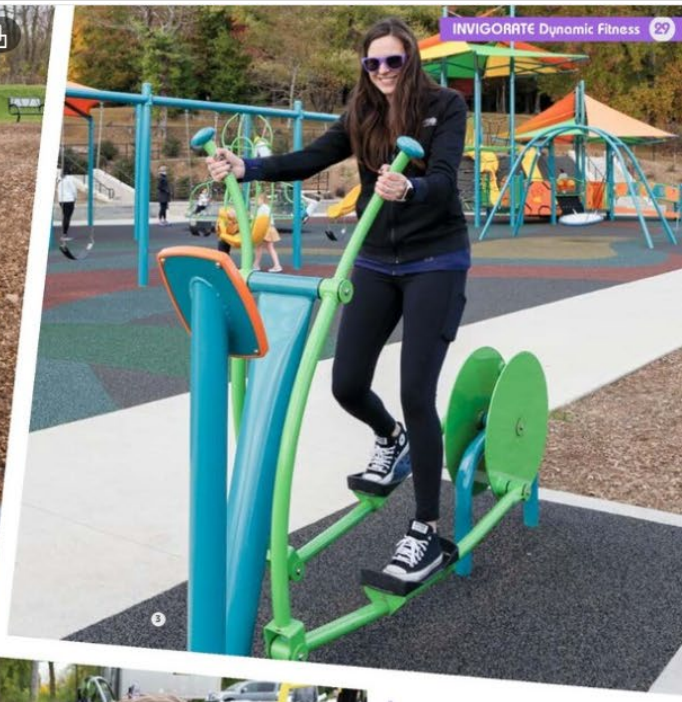
Up & Over - Youth

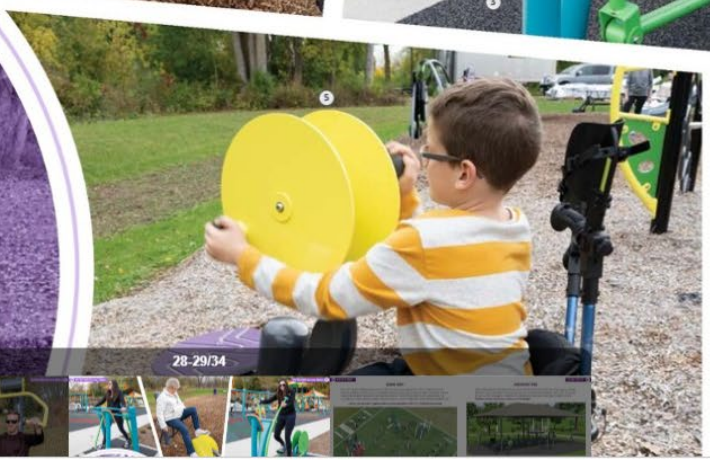
$6,576

SPECS

Fitness Overhead Ladder

$6,680





1. **STRIDER** - Place feet on the pedals and move back and forth in a walking motion. **Muscle Groups:** Quads, Hamstrings, Calves & Glutes

2. **RECUMBENT BIKE** - Place feet on the pedals and make a circular motion when pedaling. **Muscle Groups:** Quads, Hamstrings & Glutes

3. **ELLIPTICAL** - Place feet on the foot pads and move in a circular motion while moving arms back and forth. **Muscle Groups:** Glutes, Quadriceps, Hamstrings, Calves, Pectoral, Triceps & Biceps

4. **CHEST PRESS** - Arms are pushed away from the chest and returned to starting position. Place hands on hand grips and push away from chest. **Muscle Groups:** Pectoral, Biceps & Triceps

5. **HAND CYCLE** - Place hands on handles and make a circular motion when pedaling. **Muscle Groups:** Chest, Shoulders, Back, Arms and Core