

# Minutes

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City of Falcon Heights, Park and Recreation Commission Meeting  
July 11, 2011  
6:30PM  
City Hall

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*Meeting Chair:* Melissa Weber-Sanders

*Minutes By:* Michelle Tesser

*Present members:* Serena Jones-White, Matthew Waite (absent), Lonetta Hanson, Tom Keene

*Youth member:* Luke Mielke (absent)

*Staff:* Michelle Tesser, Tim Pittman (absent)

*Council Liaison:* Keith Gosline

**1. Meeting called to order 6:33 PM**

**2. Approval of Minutes May 9, 2011 and June 13, 2011**

Sanders noticed two spelling errors on the June minutes. Corrections were made. Minutes were approved. Sanders/Hanson

**3. Summer Events Update**

**Movie in the Park event**

The Source Comics and Games donated \$511.00 to our Movie in the Park event. Staff obtained licensing for the movie Megamind through swank.com. The cost was \$300.00. Staff is renting the movie equipment from AVVR. Rental costs for the screen and speakers are \$211.00. A vendor will be selling popcorn and beverages at no cost to the city. An AV Tech will be setting up the equipment to make sure everything runs smoothly cost is \$78.00. Tesser is concentrating on getting the word out to residents.

**Ice Cream Social**

The jumping castle, the band and dunk tank are reserved. The ice cream was ordered. Tesser confirmed the Lions tent and volunteerism again this year.

Cookies have been ordered. Tesser asked for commission volunteers for ticket sales. Lonetta and Melissa are willing to volunteer. Matt is a maybe. Lonetta and Melissa asked for a laminated cheat sheet for ticket sales and bundled tickets for an easy transaction.

#### **5k Family Fun Run/Walk**

Tesser is currently looking for FH businesses to provide money for t-shirts. The race this year is August 13<sup>th</sup>. A t-shirt design contest is going on through mid July. Currently, \$150.00 have been donated from a local FH business.

#### **4. Tennis Court, USTA grant update**

Staff receiving confirmation that they will be receiving \$17,000 in grant funds from USTA National. \$3,200 was given from the USTA Adopt a Court fund for a total award of \$20,200 in grant funding. The bid contractor was selected by the council Wednesday, July 13<sup>th</sup>. The contract between Midwest Asphalt and the city will be signed on Wednesday, July 27<sup>th</sup>. The construction start date is August 8<sup>th</sup>.

#### **5. Staff Report:**

##### ➤ **Registration Update**

- Mid-Session Survey went out to parents three weeks in the programs. Overall, feedback was good. Biggest complaint was to make the sports more challenging and have more skill building.

##### ➤ **Fall Programming Update**

- Fall soccer is going again this year.
- Fall tennis will not be offered because of pending tennis court construction.
- Cheer America will be coming to Falcon Heights starting in September!

##### ➤ **Mid Budget Review**

###### Revenue

Revenue increase of + 2,675.50 so far this year. Total revenue \$15,348.00 (does not include August camps). Last year all revenue is \$12,675.54 (includes August camps). More information will be presented after fall program registration. Tentative date of discussion October 10<sup>th</sup>.

###### Expenses

Budget expenses are normal. New supplies and equipment expenses were conservative. Expense item for staff increased because Josh, TKD is making considerably more money because of an increase in registration numbers which is a good thing. Expense for Josh means additional revenue to the Special Revenue Parks Fund.

➤ **Public Works Update**

- Sidewalk cement panel replacement and boulevard replacement grass.
- Street sweeping gravel
- New nets at school
- Sandbox filled
- Mowing
- Swinging car, drilling holes so doesn't flood

**6. New Business**

**7. Adjournment – 7:00pm**

Minutes respectfully submitted by Michelle Tesser. If there are any corrections or additions, please contact Michelle Tesser by phone at 651-792-7617 or by email at [Michelle.tesser@falconheights.org](mailto:Michelle.tesser@falconheights.org)