

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

MINUTES
February 5, 2024 at 6:30 P.M.

A. CALL TO ORDER: 6:35 P.M.

B. ROLL CALL:

Jeff Yager X Mike Bradbury X Eric Brenton X
Erin Williams X Tom Faust X Bob Haight X

STAFF PRESENT:

Kelly Nelson X

C. PRESENTATION:

D. APPROVAL OF MINUTES:

1. November 6, 2023 - Parks and Recreation Commission Meeting Minutes

Commissioner Brenton motions to
approve the minutes;
Approved 6-0
(Commissioner Yager arrived just after the motion)

E. AGENDA:

By request, the Commission is asked to deviate from the stated order of the agenda so that the Commission may first discuss agenda item E3, Summer Programming, and allow time for any late-arriving commissioners to participate in officer elections. Agenda item 2 will then be to Adopt the Standing Rules and then the commission will return to Agenda E1, 2024 Officer Elections.

1. Summer Programming Discussion

Nelson says that the construction schedule related to the Community Park renovation is still not known but feels summer programming should move to Curtiss Park to avoid any potential issues.

The commissioners discuss low enrollment numbers in recent years and how best to change City programming.

Nelson asks if commissioners would support trying a new concept this summer since the location is changing by offering free programming and/or by donation and having family fun nights for approximately six weeks this summer. If Good Neighbor grant funds are available in 2024, she will apply for them to offset the staff expense to the City.

Bradbury says it's a good opportunity to showcase Curtiss Field.

Williams asks if the City could survey parents to get feedback on which sports/games to offer.

Brenton says the concept sounds like an open gym in the park and supports it.

Haight thinks having programming at Curtiss during the renovation sounds nice but thinks it should be free for everyone. He says that the playground is busy during the summer and it would be hard to separate park users from those in the rec program.

Brenton suggests having a QR code for a free-will donation.

Faust asks if this is aimed at kids or for families.

Commissioners discuss that it really comes down to safety and, while staff will be present, staff isn't necessarily there to provide babysitting. It would be at the comfort level of the parent if they would like to attend and play outdoor games with their child or not.

Nelson says that she has not spoken to Commonwealth Community Terrace (CTC) yet. Last year, the goal was to offer separate programming to CTC residents, but enrollment numbers did not support it moving forward.

Commissioners discuss when the summer programming might take place and suggest maybe one or two nights per week from 5:00 to 8:00 PM for a total of six to ten evenings. Staffing may determine the exact schedule.

2. Adopt the Standing Rules

Bradbury summarizes the standing rules to commissioners.

Commissioner Yager motions to approve the Falcon Heights Parks and Recreation Commission Standing Rules for 2024.
Motion carried 7-0.

3. 2024 Officer Elections

Yager nominates Bradbury as Chairperson. Brenton motions to approve Mike Bradbury to be elected as Chairperson. Motion carried 7-0 to elect Mike Bradbury as Chairperson.

Bradbury nominates Yager as Vice Chairperson. Brenton motions to approve Jeff Yager to be elected as Vice Chairperson. Motion carried 7-0 to elect Jeff Yager as Vice Chairperson.

Yager nominates Faust to be elected as Secretary. Brenton motions to approve Tom Faust to be elected as Secretary. Motion carried 7-0 to elect Tom Faust as Secretary.

4. 2024 PARC Goals

Bradbury suggests looking at the commission's 2023 goals first to determine how successful the commission was. From there the commission forms a semi-final draft of its 2024 Goals.

1. Develop a small-scale event
2. Maintain attendance and momentum for Spring Ahead

3. Expand the areas and people we currently reach to promote events and the City to; improve signage
4. To have regular meetings of the PARC, having quorum at least every quarter.
5. Maintain PARC event / agenda calendar
6. Make an ice-skating decision for 2025 for all locations
7. Analyze changes to programming implemented
8. Study and recommend amenities and improvements for Curtiss Field
9. Study and recommend amenities and improvements for Grove Park

Bradbury comments that the open play concept of summer programming at Curtiss may provide helpful feedback to what amenity kids want at Curtiss.

Yager wonders if we could put a sign out front of City Hall to promote upcoming events (similar to the one the Lions use for holiday tree sales).

The Commission strikes park audits from the 2023 list of goals and moves that over to the agenda calendar instead of making it a 2024 goal.

The Commission also removes “Bring back the 5K or some type of fun run,” which appeared on the 2023 goals list. Instead, the commission will just keep it in mind for a future event rather than stating it as a 2024 goal.

5. 2024 PARC Calendar

A draft of the 2024 PARC events and agenda calendar is shared. There is no decision needed, it’s merely informative. Nelson will make it a point to share it more regularly in 2024 so commissioners have a forward look at upcoming topics in case they would like to add anything to an upcoming agenda.

The commission recommends moving the park audits from July to September in case the July date is needed for a meeting.

6. Community Park Renovation Discussion

Bradbury suggests reverting back to the idea of the Flex Room being at the front of the building, facing the parking lot as shown in previous park layouts.

Lundell is flexible on either building layout concept.

Yager prefers the room with a view of the park.

Brenton could go either way. He feels the current plans are largely right and it’s really down to mostly small preferences at this point.

Williams asks if the two overhangs created from the building and large picnic shelter would create runoff issues and icy walkways in the winter. She would like the architects to be mindful of this.

Haight wants to consider the amount of shade created near the community gardens and to plan for permanent plumbing near the garden for ease of watering.

Commissioners decide to keep the current building layout and park layout as shown.

F. INFORMATION/ANNOUNCEMENT

Bradbury and Yager suggest the date of May 18 for Spring Together, following last year's date if there are no conflicts.

The commission would like to hold a joint meeting with the CEC (Community Engagement Commission) on March 18 to settle on a date and plan Spring Together.

Nelson shares that the ice rink and warming house were only open for seven days due to unseasonably warm weather.

G. ADJOURNMENT: 8:42 PM

Commissioner Yager motions to
adjourn;
Approved 7-0