

**City of Fridley**  
**Parks & Recreation Commission Meeting**  
**Dec. 3, 2018**

**AGENDA**

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**DATE:** Dec. 3, 2018 – 7:00 p.m.

**LOCATION:** Fridley Civic Campus – 7071 University Ave NE, Fridley, MN 55432

**CALL TO ORDER**

1. APPROVE PARKS & RECREATION COMMISSION MINUTES OF: Oct. 1, 2018
2. APPROVE PARKS & RECREATION COMMISSION AGENDA: Dec. 3, 2018

3. **STAFF REPORT**

- a. Program Update (attached)
- b. Springbrook Nature Center Report (attached)

4. **NEW BUSINESS/ACTION ITEMS**

- a. Welcome new member – Peter Borman
- b. Appointment of Vice Chair
- c. Demonstration of new registration software
- d. Letter and response to concerned resident (attached)

5. **UNFINISHED BUSINESS/STAFF REPORTS:**

- a. Parks Master Plan update
- b. Next brochure – January/February, 2019 (will include new registration software)
- c. Other

6. **ADJOURNMENT**

**Next Meeting:** Jan. 7, 2019 at the Fridley Civic Campus

**CITY OF FRIDLEY**  
**PARKS & RECREATION COMMISSION MEETING – OCT. 1, 2018**

**CALL TO ORDER:**

Chairperson Heintz called the Parks & Recreation Commission Meeting to order at 6:59 p.m.

**ROLL CALL:**

Members Present: Greg Ackerman, EB Graham, Mike Heintz, Dave Kondrick, Shanna Larson

Others Present: Deborah Dahl, Director of Community Services and Employee Resources

**APPROVAL OF SEPT. 10, 2018 PARKS & RECREATION COMMISSION MINUTES**

MOTION made by Mr. Kondrick to approve the Sept. 10, 2018 of the Park and Recreation Commission, seconded by Ms. Larson.

UPON A VOICE VOTE, ALL MEMBERS VOTING AYE, CHAIRPERSON HEINTZ DECLARED THE MOTION CARRIED.

**APPROVAL OF PARKS & RECREATION COMMISSION AGENDA FOR OCT. 1, 2018.**

MOTION by Ms. Larson, seconded by Ms. Graham, to approve the agenda for the Oct. 1, 2018 meeting. Ms. Dahl added one item to the packet, which was an updated report from the Springbrook Nature Center. Mr. Kondrick agreed with the addition.

UPON A VOICE VOTE, ALL MEMBERS VOTING AYE, CHAIRPERSON HEINTZ DECLARED THE MOTION CARRIED.

**1. STAFF REPORT**

**a. Program Highlights**

Ms. Dahl reviewed key points from the Program Highlights and the Springbrook Nature Center Report for September. Ms. Dahl mentioned the fall activities are well underway and highlighted the activities at the Zone in the Park. She stated there were 30 participants who have been attending at the Commons Park shelter on Tuesdays and Thursdays from 3:15-5:15 p.m. The Fridley school district provides healthy snacks at no cost as well.

Ms. Dahl mentioned Rec on The Go, After-School programs, and enrollment summaries to be provided in the near future.

The move to the new civic campus has been a priority and is taking up a large amount of staff time with the opening of the new campus scheduled to be on Nov. 13. Announcements about an open house to be determined.

City staff partnered with Positively Fridley and Creative Wavelets to host a public art event called a Sound Garden held at Manomin Park on Sept. 30. The event drew in artists, poets, photographers, musicians, historians, naturalists, and entertainers to help provide a unique sound experience in the park. Participation at the event was light, bringing in less than 100 people.

Buckthorn removal at Innsbruck Park will be held on Oct. 27 and Nov. 3.

Ms. Dahl highlighted the Springbrook Nature Center for September and October, mentioning the repairs are being done on the surface of the building due to woodpecker damage. The cost came to approximately \$44,000 and was funded through building operations.

The pavilion funding from the DNR was approved and staff will finalize plans and begin construction in the spring of 2019.

Final testing and details are being completed for the new registration software for the Recreation Department and Nature Center, with hopes to go live at the end of the year.

The fall fundraiser "Autumn Sampler" for SNC was held on Sept. 14 and is in its second year as a partnership with the Fridley Liquor Stores and the Nature Center's staff and board. It was a great success with about 100 participants. Approximately \$3,500 in revenue came from the event.

Ms. Dahl asked the Commission to mark Oct. 20 on their calendars for Pumpkin Night in the Park from 6-10 p.m. and asked for volunteers to help at the event or carve pumpkins. Mr. Ackerman mentioned that he said 20-30 Lions Club members were planning to go up to Springbrook to help carve pumpkins as a part of their social meeting.

## **2. NEW BUSINESS/ACTION ITEMS**

### **a. Recognition of Member Ackerman**

Members of the Commission formally recognized Greg Ackerman for his contributions and service to the Commission and presented him with a certificate of appreciation and card. Chair Heintz thanked Mr. Ackerman for his time, support, coordination with the Lions and the parks system. He went on to say that Ackerman's leadership has brought in funding and support for the parks, which was greatly appreciated. Mr. Ackerman said he is going to miss the Commission and the opportunity to have a say in what happens. He said now that he is downsizing, he will have even more time to get more involved and will continue to stay involved as an officer in the Fridley Lions Club. Mr. Kondrick shared that he was going to miss him.

Ms. Dahl thanked Mr. Ackerman on behalf of the City and staff for the many contributions and support with projects and many achievements since his start in 2012.

## **3. UNFINISHED BUSINESS/STAFF REPORTS:**

### **a. Update on Civic Campus Move**

Ms. Dahl provided an update to the Commission about the move, which will happen on Nov. 9 with an early closure and then start up on Nov. 13 (Nov. 12 is Veteran's Day and offices will be closed). She mentioned the phones will remain the same. An open house is still yet to be determined and will be announced at a later date.

### **b. Commission Application**

Ms. Dahl mentioned that there were four applications with three openings city wide for all commissions. Council will be interviewing applicants in October and will let the Commission know the outcome.

### **c. Ms. Dahl reported that an extra effort has been made to publicize the parks in the social media and staff is hearing great feedback about people using**

**ADJOURNMENT**

UPON A VOICE VOTE, ALL MEMBERS VOTING AYE, CHAIRPERSON HEINTZ DECLARED THE MOTION CARRIED AND THE OCT. 1, 2018 AT 7:35 P.M. - MEETING ADJOURNED.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Deborah Dahl", written over a horizontal line.

Deborah Dahl, Director

Community Services and Employee Resources



## COMMUNITY SERVICES/EMPLOYEE RESOURCES RECREATION DIVISION

# UPDATE

*Dec. 1, 2018*

### **We've Moved!**

The new Fridley Civic Campus is now open for business at 7071 University Ave, NE, Fridley, MN 55432. The Recreation Department has moved its operation to just inside the main entrance of the civic campus. Phone numbers are still the same.

### **Open House**

The New Civic Campus opened for business on Nov. 13, 2018 and an open house was held for the public on Nov. 17, with more than 500 in attendance. Thanks to the Community Services and Employee Resources, Recreation Department, and staff citywide who worked many hours and very hard to pack, scan, unload and get operational—not to mention plan an open house in just a few days without interruption in service.

Thanks to former Senior Program Supervisor, Connie Thompson and the 14 Positively Fridley volunteers who assisted with the event.

### **New Registration Software**

We're going live soon! The new registration software is in its final stages of testing and will be going live within the next month. Thanks to all of the Recreation and Springbrook staff, as well as our IT and Finance staff who have been working for more than a year to design, build and test a new system, which will give residents and participants easy on-line access to register, pay and reserve shelters and parks. The software will continue to grow and develop as staff becomes more familiar with its functions, but we are looking forward to making registrations, accounting and communicating with

participants more easily. Our Marketing and Communications staff will also be able to assist in creating awareness and marketing through digital and social media platforms as well through this system.

### **After-School**

The first session of Elementary After-school Programs ended on November 15<sup>th</sup>. We had 59 participants enrolled in the six classes: Musketeers Fencing, Outdoor Games & Halloween Fun, Back-to-school & Fall Crafts, and Soccer Leagues. The highlight for many children was the Fencing Tournament that was held during the final class.

### **Soccer**

Cleve working with non-profit soccer group. Planning to host a soccer clinic in the summer. Meeting with professional player Tony Sanneh and staff from The Sanneh Foundation on Monday December 3<sup>rd</sup>.

### **New Community Engagement Specialist**

With the reorganization of the new department for Community Services and Employee Resources, a new position was added to assist with city wide events, Springbrook Nature Center events, community engagement and service projects, as well as volunteer coordination. Interviews will begin in the next few weeks with an expectation of the new staffer on-board by early January.

## Adult Basketball

Leagues begin Nov. 29 – More than 25 teams have registered.

## Winter is Here

Staff are getting the ice rinks ready, prepping the warming house at Commons Park, and staffing for the winter ahead. Rinks open Dec. 17. Broomball, co-rec volleyball league play begin in January. Winterfest is just around the corner, too. Staff is looking for volunteers to assist with the event, so please let us know if you have some time to participate.

City of Fridley

# WINTERFEST

12:00 - 3:00 p.m.

Saturday, January 26, 2018

Commons Park & Fridley Community Center  
(6085 7th Street NE, Fridley, MN 55432)

Enjoy a wild winter afternoon at Commons Park with the entire family. Dog sled rides, horse-drawn hay ride, ice skating, sledding and snowball launching are just a few of the many outdoor activities you can participate in. Challenge yourself and your family to a medallion hunt with a **\$100** prize. Keep warm at the huge bonfire while enjoying s'mores or go indoors for crafts, refreshments, BINGO, games, and dancing at the Fridley Community Center.

Call 763-572-3570 for information.



# Springbrook Nature Center

## Monthly Report - December 2018



- Two Breakfast with Nature Santa events, Sponsored by Metro Pediatric Dental Associates, will be held on December 18<sup>th</sup> and 22<sup>nd</sup>. The events will feature a catered brunch, stories, crafts and a visit from Nature Santa.
- Work is in progress with resurfacing of the interpretive center EIFS with a product warranted against woodpecker damage for 10 years.

Thanks to a \$1,000 donation from the Friends of Fridley Education, Springbrook is developing a set of activity backpacks that can be checked out by visitors. They will feature fun activities and equipment to explore pond life, insects, and Springbrook wildlife.

- We received wonderful news on June 19<sup>th</sup> that our grant to the MN DNR Outdoor Recreation Grant Program was approved in full in the amount of \$150,000. A required match from existing park CIP funds was approved at the March 26<sup>th</sup> City Council meeting.
  - A staff committee consisting of Debbie Dahl, Mike Maher, Jeff Jensen and Engineer Nic Schmidt has been formed to develop a plan to complete the design of the pavilion and see it through the construction bidding process.
  - The Springbrook Foundation Development Committee continues to meet to discuss fundraising and opportunities to secure in-kind donations for the project, expected to begin Spring 2019.
- A series of found Discovery Dinners is planned for the winter months. Details can be found at: <http://www.springbrooknaturecenter.org/821/Discovery-Dinners>. One highlight is sure to be an astronomy program with WCCO's Mike Lynch on Saturday, January 12<sup>th</sup>.
- School programming is underway with Springbrook Staff visiting Hayes and Stevenson Elementary Schools, Adams Elementary and Fridley Middle School. Three visits from FMS 8<sup>th</sup> graders to the nature center were a blast as students built shelters and fires and answered trivia questions going back to the their Springbrook classes starting in Kindergarten.
- Springbrook staff continues to work alongside Recreation staff to configure our new registration software, Perfect Mind. This has proven to be a very time consuming process yet we are very excited to have a more user friendly interface for customers and staff alike. An early December launch is planned.
- A new exhibit featuring an interactive light board called Everbright was installed November 6. The board features 256 dials which can be turned on and twisted to change to any color of the rainbow. Complimentary interpretive panels explore the colors and patterns found in nature and encourage

visitors to make their own creations. The exhibit is made possible by the Xcel Energy Foundation, International Paper Foundation and Springbrook Nature Center Foundation.

- Springbrook Staff members Mike Maher, Tara Rogness and Mary Morris attended the Minnesota Naturalists Conference November 9-11. The conference is an opportunity to network and learn from other environmental educators and participate in discussion and presentation sessions. Tara serves as the Vice President of the organization and Mary is a conference organizer.



Springbrook's New Interactive Light Board



October 10, 2018

Ann Bolkcom  
City Fridley Hall  
6431 University Avenue NE  
Fridley, Mn 55432

Dear Ann Bolkcom,

My name is [REDACTED]. I am [REDACTED] grader at [REDACTED] intermediate in Blaine, MN. I am writing to you because I think that the parks in the Fridley community need to be remodeled. The park in my neighborhood, Ruth Circle Park, is not being used by the neighborhood children. The play equipment at the park is out of date and needs to be replaced. I do not play at Ruth Circle Park because I think it is boring.

My Mom drives me to Maple Grove so I can play at Central park and Elm Creek Park. Central Park and Elm Creek Park have fun play equipment. The two parks are always busy with kids playing and having a fun time.

I was happy to see that Commons Park in Fridley had been updated. The park was busy and children were enjoying themselves. I also enjoyed playing there. I think that all the parks in the Fridley community need to be remodeled.

I strongly believe that remodeling the Fridley area parks will help get kids playing outside in their neighborhood parks. Children are looking for new and improved play equipment like they have at Central park and Elm Creek Park. I would play at my neighborhood park if it was remodeled. I hope that you can consider remodeling the Fridley community parks.

Sincerely,

[REDACTED]  
[REDACTED]



**Fridley City Hall**  
6431 University Ave N.E. Fridley, MN 55432  
(763) 571-3450 • FAX (763) 571-1287 • FridleyMN.gov

Oct. 31, 2018

[REDACTED]  
[REDACTED]  
Fridley, MN 55432

Dear [REDACTED]

On behalf of Councilmember Ann Bolkcom, our City Council, the members of our Parks and Recreation Commission and our staff, let me thank you for the time and care you took to write a letter to our City Council Member Ann Bolkcom to share your thoughts and ideas. We are always grateful for the feedback we get on our parks and trails, particularly from our young residents and users of the parks!

We showed your letter to our City Manager and our Parks Operations Manager and we all agree there is much improvement to be done with a number of our parks. Earlier this year, we were asked to develop a Master Parks Plan to address the needs and interests in the community as well as to develop a long range plan for maintenance and improvements for all of our parks, trails and recreation areas. I'm happy to say that our plans are underway with a goal to have it completed within a year.

As a part of that plan, we will be accepting comments and input from the public, so we are encouraging residents like you to continue to offer your ideas and input through letters, e-mails and in public forums. I'm happy to meet with those who are interested, so please encourage other students, parents and neighborhoods to reach out to me directly.

If there is an immediate safety need, we recommend contacting our Parks Maintenance Operations Manager, Jeff Jensen at 763-572-3569. Otherwise we inspect our parks on a monthly basis.

As we enter our public input phase of our Master Plan, we hope we can reach out you to get more of your ideas. In the meantime, if you have any questions or feedback you'd like to share with either myself or Ann Bolkcom, please give us a call. Our numbers are listed below. Thank you again, [REDACTED] It is a pleasure to get your input!

Sincerely,

A handwritten signature in cursive script, appearing to read 'Deborah Dahl'.

**Deborah Dahl**

Director of Community Services and Employee Resources

E-mail: [deborah.dahl@FridleyMN.gov](mailto:deborah.dahl@FridleyMN.gov)

Phone: 763-572-3575 Fax: 763-502-4971

**Ann Bolkcom**

Fridley City Councilmember – Ward 3

E-mail: [ann.bolkcom@FridleyMN.gov](mailto:ann.bolkcom@FridleyMN.gov)

Phone: [REDACTED]

cc: City Council  
Park and Recreation Commission Members  
Jeff Jensen, Operations Manager – Parks and Streets