

**CITY OF FRIDLEY**  
**PARKS & RECREATION COMMISSION MEETING – JANUARY 8, 2018**

**CALL TO ORDER:**

Chairperson Heintz called the January 8, 2018 Parks & Recreation Commission Meeting to order at 6:55 p.m.

**ROLL CALL:**

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

Others Present: Jack Kirk, Director of Parks and Recreation  
Debbie Dahl, Director of Human Resources  
Jeff Jensen, Operations Manager-Streets and Parks.

**APPROVAL OF DECEMBER 4, 2017 PARKS & RECREATION COMMISSION MINUTES**

MOTION by Ms. Larson, seconded by Mr. Kondrick to approve the minutes of the December 4, 2017 meeting.

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

**APPROVAL OF PARKS & RECREATION COMMISSION AGENDA FOR JANUARY 8, 2018**

MOTION by Mr. Kondrick, seconded by Mr. Ackerman, to approve the agenda for the January 8, 2018 meeting as submitted by staff.

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

**1. STAFF REPORT**

**a. Program Update**

Mr. Kirk stated that the Program Update is a report of activity that took place in December.

Mr. Kirk further stated that the Fridley Lions Club sponsored a holiday party again this year for the senior citizens at the Banquets of Minnesota facility. There were 340 seniors that participated in this event. The Lions Club has been sponsoring this annual event for many years now and it is something that the seniors really look forward to. We appreciate the on-going support of the Fridley Lions Club members.

**b. Park Maintenance Report**

Mr. Jensen stated that the Park Maintenance employees have been busy getting the ice rinks up and running.

Mr. Jensen further stated that the Park Maintenance staff have been busy moving their equipment in preparation for the new city building.

Mr. Kondrick asked what equipment problems the department was having.

Mr. Jensen stated that the department doesn't have a Zamboni to clear the rinks. The department has custom made equipment that they attach to snow blowers for clearing the rinks, and when the equipment breaks only the manufacture can fix it. Leaving the department with limited equipment to work with.

Ms. Larson asked how other cities clear rinks.

Mr. Jensen stated that you can use equipment such as a snow blower or manual labor- shovel the rink.

Mr. Jensen further stated that by having customized equipment it allows the Park Maintenance staff to clear a rink in 10 minutes instead of spending hours on each rink.

**c. Springbrook Nature Center Report**

Mr. Kirk stated that Springbrook Nature Center has been awarded a \$4,800 grant from the International Paper Foundation for the purchase of a "Rigamajig" STEM building kit. The large scale wooden building kit will be used by summer campers and visitors.

Mr. Kirk stated that the Nature Center has two upcoming Discovery Dinners and invited the Commission members to attend.

**d. WinterFest**

Mr. Kirk stated that the annual WinterFest event will be on Saturday, January 20th at Commons Park and the Fridley Community Center. There will be outdoor activities, as well as indoor activities at the Community Center. The outdoor activities include a medallion hunt, horse drawn hay rides, a bon fire and possibly sledding/ skating if the weather cooperates. Indoor activities include a kid's carnival room, a kid's dance with a DJ, arts and crafts and bingo.

Mr. Kirk further stated that one of the goals that the Parks and Recreation Department set for WinterFest many years ago was to have a low cost, fun family event. He wanted Commission members to know they are invited to attend.

**e. Department and Organization Changes**

Mr. Kirk stated that a letter from the City Manager was included in the agenda packet that explained the upcoming changes to the department. The letter stated that a new department called Community Services and Employee Resources will be created and headed up by Debbie Dahl. The department will combine the Marketing and Communications, Human Resources, and the Parks and Recreation functions, including Springbrook.

Ms. Dahl stated that she has been a resident of Fridley for over 15 years, and that this is an exciting time for Fridley. With the new building will come new opportunities for the recreation program and park system.

Ms. Dahl further stated that she has always had a passion for Parks and Recreation, and is excited to be back working with the department.

Mr. Kondrick asked how Ms. Dahl plans to help the department with marketing.

Ms. Dahl stated that a Marketing and Communications Division will be formed and headed up by Raquel Strand who will continue to be responsible for the management and implementation of all marketing and communications by the City, but will now include the production of the Recreation

brochures, catalogs and promotional materials.

Ms. Dahl further stated that the City is in the process of hiring a full-time Digital Engagement Specialist/ Webmaster to work under Raquel in the Marketing and Communications Division. This position will help get department information onto the web and social media.

Mr. Ackerman asked Ms. Dahl what her thoughts were on 49er Days.

Ms. Dahl stated that it is an important event for the community, and is willing to help in anyway.

**2. NEW BUSINESS**

**a. Summer Fees**

Mr. Kirk stated that staff brings a proposal for the summer program format and fees to the Parks and Recreation Commission each year for consideration. There are no recommended changes for this coming year.

MOTION by Mr. Kondrick, seconded by Ms. Larson, to approve the Summer Program Format and Fees for 2018 as submitted by staff.

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

**4. ADJOURNMENT**

MOTION by Mr. Ackerman, seconded by Ms. Larson to adjourn the January 8, 2018 meeting at 7:37 p.m.

UPON A VOICE VOTE, ALL MEMBERS VOTING AYE, CHAIRPERSON HEINTZ DECLARED THE MOTION CARRIED AND THE JANUARY 8, 2018 MEETING ADJOURNED.