

CITY OF FALCON HEIGHTS
Joint Meeting
Parks & Recreation Commission
Community Engagement Commission
City Hall
2077 West Larpenteur Avenue

AGENDA - Amended
June 5, 2023 at 6:30 P.M.

A. CALL TO ORDER:

B. ROLL CALL:

Jeff Yager_____ Mike Bradbury_____ Eric Brenton_____
Paula Mielke_____ Tom Faust_____ Randi Lundell_____ Mike Tracy_____

Cooley-Kistler_____
Ebbesen_____ Lindstrom_____
Stockford_____

COUNCIL LIAISON:

James Wassenberg _____
Yakasah Wehyee _____

STAFF PRESENT:

Kelly Nelson_____
Elke van der Werff _____

C. PRESENTATION:

D. APPROVAL OF MINUTES:

1. May 1, 2023 - Parks and Recreation Commission and Community Engagement Commission -Joint Meeting Minutes

E. AGENDA:

- 1 Ice Cream Social
2. Fall Programming
3. PARC Agenda Calendar – Draft 2
4. **Fitness Court**

F. INFORMATION/ANNOUNCEMENT

1. Recap Spring Together Event

G. ADJOURNMENT:

BLANK PAGE

CITY OF FALCON HEIGHTS
Joint Meeting
Parks & Recreation Commission
Community Engagement Commission
City Hall
2077 West Larpentour Avenue

MINUTES
May 1, 2023 at 6:30 P.M.

A. CALL TO ORDER: 6:33 P.M.

B. ROLL CALL:

Jeff Yager X Mike Bradbury X Eric Brenton X
Paula Mielke X Tom Faust X Randi Lundell X Mike Tracy X

Cooley-Kistler X LaDouceur X
Ebbesen X Lindstrom _____
Stockford X

COUNCIL LIAISON:

James Wassenberg X _____
Yakasah Wehyee _____

STAFF PRESENT:

Kelly Nelson X _____
Elke van der Werff _____

C. PRESENTATION:

D. APPROVAL OF MINUTES:

1. April 3, 2023 - Parks and Recreation Commission and Community Engagement Commission -Joint Meeting Minutes

Commissioner
Ebbesen motioned to approve the minutes;
Approved 11-0

E. AGENDA:

1. Spring Together 2023 Event

Commissioner Tracy shared how he once spent seven months in Texas and Arizona in a 55+ community. Based on the community centers he saw there, he came up with a wish list of 10 items that he'd most like to see at a new Community Park building. Tracy's list was shared for other commissioners to generate their own wish lists from and/or to number his list in order of their own preferences. It could also be shared at the Ice Cream Social to generate ideas from attendees. Tracy's list, as follows:

New FH Community Center Building Dream List

Please rank from 1 to 10 which of these suggestions you think are least to most important.

1 Bigger than the current building.

If it is 36x72 (about 2,600 sq ft) we can have indoor pickleball space.

2. Two levels. The cost of an additional level will be less than half the cost of the first floor.

That will increase the size to about 5,200 sq ft.

3. A kitchen with ample storage space for food and drink

4. Passive solar with south facing patio doors to bring in the warm winter sun.

5. Active solar panels on the south facing roof to generate electricity.

6. Fitness equipment for both strength and cardio exercise.

7. Locker rooms and showers

8. Saunas for both men and women

9. A free library for sharing books and puzzles.

10. Media equipment for movies and for educational experiences.

Ebbesen had previously suggested asking the following questions at Spring Together:

How do you currently receive information from the city?

How would you like to receive information?

How would you like to engage with the city?

Stockford cautioned against limiting opinions too much.

Ebbesen suggested asking about what categories are most important, such as environmental consideration, year-round activities, etc.

Wassenberg suggested free association of ideas for Community Park be gathered at Spring Together to help formalize a system for gathering additional input at Ice Cream Social.

Nelson asked for clarification regarding the Wish Lists.

Commissioners decided that Post-Its will be used at Spring Together to write free-form answers to what residents want most at Community Park. Staff will then compile the data and try to put it into categories. An example might be that one Post-It suggests having pickleball courts. And, another might be an updated playground. Staff could then put these suggestions under a category such as Outdoor Recreation Amenities.

Nelson will create a one-page City fact sheet. QR codes will be used for connecting residents to the City's Facebook page and to sign up for the weekly newsletter.

Bradbury says that Spring Together might be a good opportunity for the City to announce the purchase of Community Park.

Nelson reviewed the task list for the event. Roseville engineering is assisting with creating a map of the city and neighborhoods to display. Nelson shared a sample map, nametag and revised event flyer. Neighborhoods will be color-coded on the map. Attendees will receive a nametag and a sticker that indicates the neighborhood in which they live. Attendees will be given a ticket for an ice cream treat when they receive their nametag.

Commissioners Cooley-Kistler and Stockford volunteered to hand out event flyers at apartment buildings. Bradbury and Council Liaison Wassenberg will hand out event flyers in the Northome area.

2. Ice Cream Social Planning

Nelson went over the task list to discuss what had already been completed. The City owns a bouncy house but staffing it and hot weather have been hindrances at past events. Nelson shared mockups of flyers to promote the event and modifications were suggested.

LaDouceur suggested testing out the City's bounce house at Spring Together in case it no longer works. Then, we would know if it's an option for Ice Cream Social!

The CEC and PARC commissions will hold a joint meeting to finalize details for Ice Cream Social on June 5.

CEC Commissioner Cooley-Kistler motioned to adjourn
the CEC from the remainder of the meeting at 7:30 PM.
Motion carried 11-0.

3. Draft of PARC Agenda / Calendar

Commissioners reviewed the agenda calendar and suggested a few changes, such as removing Night to Unite and moving the date of the park audit from July to August. Commissioners also determined there would be no Parks and Recreation Commission meeting on July 3 due to the holiday. In lieu of rescheduling a July meeting, commissioners will independently visit and audit the parks (The Grove, Curtiss Field and Community Park) in their free time.

Tracy suggested commissioners pick a park to go to but several commissioners want to do more than one. So, commissioners may go to one or all three parks, offering their findings and suggestions at the August meeting.

Bradbury asked if commissioners want to do a winter event, citing years of cancelations due to weather.

4. Basketball and/or Pickleball Court Painting Examples

Bradbury and Staff provided examples of painted basketball courts to discuss what to do with the basketball courts at The Grove and at Curtiss Field. The commissioners then discussed how the asphalt court at the Grove should be painted, as that surface may speed up the paint's wear.

Bradbury suggested painting the court simply and not overinvesting at the start at the Grove; then, watch usage. We could also add additional paint in the future.

Lundell motioned to paint simple stripes for pickleball at The Grove and not doing a full paint.
Motion carried 7-0.

Regarding painting the basketball court at Curtiss Field, Wassenberg pointed out that it is concrete at that park and not asphalt.

Faust raised concerns about water collecting on the court. He will take photos to send Nelson for sharing with Public Works.

Bradbury said that he asked some kids what they'd like the court to look like. The kids suggested something very simple, such as green with white striping.

Wassenberg liked the idea of the smaller court being painted for younger kids.

Bradbury suggested painting the smaller court so that H-O-R-S-E or a game like that could be played.

Brenton motioned that Bradbury come of with three examples of painted courts, from least detailed to most. Staff will then ask Public Works to secure an estimate on those three paint schemes. Staff will then bring the estimates to an upcoming commission meeting so that a final recommendation could be made.
Motion carried 7-0.

5. Draft of Park Audit Checklist

Nelson shared a draft of the audit checklist. Commissioners will use the checklist that Staff created, having the option to add anything they see as pertinent when they are out in the parks completing audits in July. No changes recommended at this time.

F. INFORMATION/ANNOUNCEMENT

Nelson shared summer registrations to date. So far, enrollment numbers are as follows: 0 for Tennis, 0 for Summer Discovery Playground, 13 for Mini Soccer and 5 for Super Soccer. Commonwealth Terrace Cooperative has 0 residents enrolled in Messy Art, 1 for Super Soccer and 1 for Summer Discovery Playground. Registration is open through May 25.

Nelson also shared she had no applications for a Summer Program Coordinator but did have some interest for Summer Staff. Commissioners supported Nelson's idea to only conduct mini and super soccer in 2023 based on registration and staffing.

G. ADJOURNMENT: 8:26 PM

Commissioner Brenton motioned to
adjourn;
Approved 7-0

BLANK PAGE



REQUEST FOR ACTION

Meeting Date	June 5, 2023
Agenda Item	E2
Attachment	Task List; Flyer Example; Resource Fair List
Submitted By	Kelly Nelson, Assistant to the City Administrator

Item	Ice Cream Social
Description	<p>The CEC and PARC set the date for the Ice Cream Social (July 20th) and would like to work together to plan the 2023 event. Continue to discuss tasks that need completing and what elements commissioners would like to include at the event. Various topics to discuss may include:</p> <ul style="list-style-type: none"> • Food/food truck • Resource Fair • Entertainment • Hand out ice cream treats (no truck)
Budget Impact	TBD
Attachment(s)	Task list; flyer example; resource fair list
Action(s) Requested	Staff recommends commission members discuss the 2023 Ice Cream Social event and assign tasks to be completed.

ICS 2023

TASK	Person Responsible	Date Needed	SPECIAL INSTRUCTIONS	DATE COMPLETED
Contact Resource Fair Organizations		May-June		Kelly did in April
Save the Date- Social Media & Newsletter		May		Kelly did in in April; Elke did in May
Posters		June		Kelly created; need to hand out
Contact/Reserve Band		June		Kelly did in April
Reserve Bouncy Castle		June		???
Work with CEC on outreach to apartments		June		
Order craft/activity supplies- Face painting, rocks, brushes, jellybeans, hand tattoos, etc.		June		
Confirm/order porta potties, hand washing stations		June	Need 5 porta potties at minimum	
Banner at Community Park		June		
Talk to Commissions/ Council about tug of war tournament?		June		
Contact Saint Paul Fire Department/Ramsey County Sheriff- equipment display?		June		Kelly did in April -
Schedule staff & volunteers		July	Do online sign-up?	
Order Ice Cream products & Bottled water		July- before temp food license		
Temporary Food License		July		Kelly did in April
Order hand sanitizers – resource fair area, ice cream area				
Talk to Colin about freezer in park building				Kelly did
Confirm tent delivery with Lions		July		
Confirm organizations @ resource fair		July		

Make table signs & table map for resource fair organizations		July		
Prep craft/activity supplies			<ul style="list-style-type: none"> • Face paint • Painting rocks • Tug of war rope • Jelly bean guessing contest 	
Inform Public Works of supplies needed/set up at Community Park		July		
Prep money boxes- Roland (Roland always takes vacation during the ICS for checks and money need to be received the third week of July)				
Trash/recycling set up near ice cream				
Pick up ice cream/water				
Prep Name tag supplies for volunteers, attendees		July		
Create volunteer sign-up		July		

#	Organization/body	Date contacted
	Ramsey County Public Health- Child and Teen Checkups	***
	Ramsey County Master Gardeners	5/3/2023
	Saint Anthony Park Healthy Seniors	5/3/2023
	Bee Squad	5/3/2023
	Keystone Food Shelf	***
2	Gibbs Farm	5/3/2023
3	Como Park Block Nurse	5/3/2023
5	Bell Museum	5/3/2023
	State Fair	5/3/2023
6	The Falcon Heights Church	5/3/2023
	City of Falcon Heights	5/3/2023
	League of Women Voters	
1	Be Smart	4/4/2023
	Ramsey County- Family Health Division	5/3/2023
	Ramsey County- Service Centers	***
	FFEJ	5/3/2023
4	The Good Acre	5/3/2023
	International Institute	5/3/2023
7	Falcon Heights-Lauderdale Lions Club	5/8/2023
8	Ramsey County Sheriff's Office	

NYFS

Find a contact

Contacted

Confirmed

Out on a Limb Dance Theatre & School

UNCONFIRMED:

Capital Region Watershed District
 FH City Engineer- PMP?
 International Institute
 MN Housing Agency
 Nine North Community Television
 NYFS
 Ramsey County Health and Wellness
 Ramsey County Public Health
 Ramsey County Workforce Solutions
 Saint Paul Fire Department
 Solar Energy Resources



JOIN US FOR AN

ICE *Cream* SOCIAL

FREE ice cream treats!
FREE hot dogs, chips and water!
Live music and dance performances!
Fire truck and rescue vehicles!
Outdoor games!
Resource fair!

THURSDAY, JULY 20 - 5:00 TO 7:00 PM

COMMUNITY PARK
2050 ROSELAWN AVE. W.
FALCON HEIGHTS

BLANK PAGE



CITY OF FALCON HEIGHTS PARKS & RECREATION



FALL PROGRAMMING



CITY HALL PROGRAMS:

Register on the City Website!

Yoga

Is your workout stressing you out?

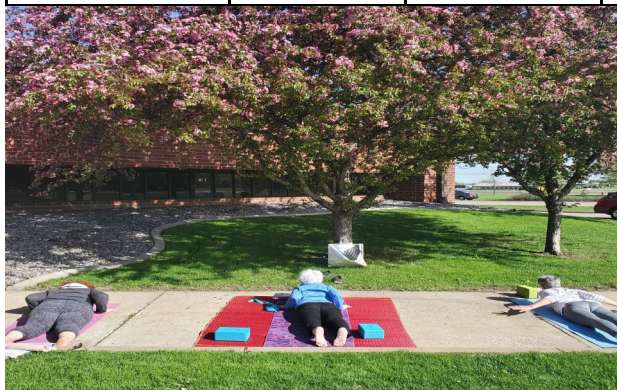
Do you love your workout and look forward to it? Or, is the payoff only AFTER it's over? We've all been there. Here's an idea: maybe shift your emphasis from fitness to wellness, from exercise to "innercise?"

Fitness and wellness are not the same thing. In fact, a lot of fitness regimens can be pretty hard on your body, especially your joints. A comprehensive yoga class on the other hand is a different animal altogether, defying Western fitness logic. We do "relaxed exertion" and view exercises as "meditations in motion," not reps to be tracked and counted. We ditch the adversarial relationship with our bodies, so ingrained by all those mirrors!

Through the pandemic, we have all learned how important it is to socialize and co-regulate with *trusted* friends. When "big yoga" venues give away all those free trial classes, they do so at your expense. That's attention you won't be receiving and makes it difficult to move your group up the curve to the "deeper practices." It also doesn't maintain the "safe space" vibe, which is calming to the nervous system and sets the stage for healing.

So if you're having trouble sticking to an exercise routine, why not consider a comprehensive yoga class with a small group of regulars? We're here for you every Monday, 4:30-5:45 at Falcon Heights City Hall.

Dates	Day	Time	Residents	Non-Residents	Location
9/12—10/31	Mondays	4:30 – 5:45 p.m.	\$96	\$106	City Hall– Council Chambers
11/7—12/19	Mondays	4:30—5:45 p.m.	\$84	\$94	City Hall– Council Chambers



Tae Kwon Do

Jordan's Tae Kwon Do mission is to empower all ages with the knowledge of self defense!

Tae Kwon Do is a style of martial arts from South Korea which is known for self-defense. The standard class (offered for beginner and intermediate/advanced skill levels) will help develop mental strength, focus, self-confidence, physical health & flexibility. In this class you will learn forms, one steps, grab defenses & various drills to build up your skills & physical fitness.

Tae Kwon Do Cardio Kick Boxing combines martial arts techniques with cardio. This class is designed for all skill levels. It will help build stamina, coordination & flexibility. This class will also boost confidence & self-esteem while relieving stress. Have fun & feel great with this



Session 1

Class	Day	Dates	Time	Cost	Location
Beginner	Tuesday	9/20-10/25	5:30– 6:15 p.m.	\$59	City Hall– Council Chambers
Class	Day	Dates	Time	Cost	Location
Intermediate/Advanced	Tuesday	9/20-10/25	6:15– 7:00 p.m.	\$59	City Hall– Council Chambers
Class	Day	Dates	Time	Cost	Location
Cardio Kick Boxing	Thursday	9/22-10/27	5:30– 6:15 p.m.	\$51	City Hall– Council Chambers

Session 2

Class	Day	Dates	Time	Cost	Location
Beginner	Tuesday	11/1- 12/6	5:30– 6:15 p.m.	\$59	City Hall– Council Chambers
Class	Day	Dates	Time	Cost	Location
Intermediate/Advanced	Tuesday	11/1– 12/6	6:15– 7:00 p.m.	\$59	City Hall– Council Chambers
Class	Day	Dates	Time	Cost	Location
Cardio Kick Boxing	Thursday	11/3-12/8	5:30– 6:15 p.m.	\$51	City Hall– Council Chambers

BLANK PAGE



REQUEST FOR ACTION

Meeting Date	June 5, 2023
Agenda Item	E4
Attachment	PARC Calendar - Draft Version #2
Submitted By	Kelly Nelson, Assistant to the City Administrator

Item	Draft #2 of 2023 Parks and Recreation Commission Calendar
Description	Once finalized, the Commission will use this calendar on an annual basis to be reminded of reoccurring, annual tasks, meetings and events.
Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none"> • 2023 Parks and Recreation Commission Calendar
Action(s) Requested	Staff recommends reviewing the revised calendar for 2023, suggesting changes to be made before a final draft is produced. And, moving forward, to update this annually to include meetings, events and commission tasks.

City of Falcon Heights Parks and Recreation Commission Annual Meeting Agendas / Tasks / Events

(1st Monday of each month)

January 2	<p style="background-color: yellow;">No meeting held in 2023 - City Hall closed - holiday</p> <ul style="list-style-type: none"> • Officer Elections • Adopt Standing Rules • Set PARC Goals • Discuss Summer Programming • Share Annual Parks and Rec budget with commission
February 6	<ul style="list-style-type: none"> • Set date for Spring Together Event • Finalize Summer Programming
March 6 - Joint Meeting	<ul style="list-style-type: none"> • Joint Meeting with CEC to plan Spring Together • Recap the ice skating season • Ice Cream Social - Set date for event
April 3 - Joint Meeting	<ul style="list-style-type: none"> • Joint Meeting with CEC to discuss Spring Together; begin planning Ice Cream Social- Set date; hire band; assign tasks
May 1 - Joint Meeting	<ul style="list-style-type: none"> • Joint Meeting with CEC to discuss Spring Together and Ice Cream Social events; assign remaining tasks
June 5 - Joint Meeting	<ul style="list-style-type: none"> • Continue Ice Cream Social Planning • Fall Programming - Set Classes
July 3	<p style="background-color: yellow;">No meeting on 7/3/23; holiday</p> <ul style="list-style-type: none"> • Conduct park audits individually on own time
August 7	<ul style="list-style-type: none"> • Recap Summer Programming • Start planning fall event • Compile park audit reports to suggest improvements within the parks
September 18 - Joint Meeting (no meeting on 9/4/23 due to holiday)	<ul style="list-style-type: none"> • Fall event planning • Make decision regarding winter event; begin planning, if applicable
October 2 - Joint Meeting	<ul style="list-style-type: none"> • Fall event planning • Winter Event Planning, if applicable

