

**CITY OF FALCON HEIGHTS**  
Parks & Recreation Commission  
City Hall  
2077 West Larpenteur Avenue

**AGENDA**  
May 4, 2026 at 6:30 P.M.

- A. CALL TO ORDER:
- B. ROLL CALL:  
Eric Brenton (Chair) \_\_\_\_\_ Tom Faust (Vice-Chair) \_\_\_\_\_ VACANT (Secretary) \_\_\_\_\_  
Robert Haight \_\_\_\_\_ Jerry Buckridge \_\_\_\_\_ Naomi Loud Heinsch \_\_\_\_\_ Chuck Long \_\_\_\_\_  
  
COUNCIL LIAISON:  
Randy Gustafson \_\_\_\_\_  
  
STAFF PRESENT:  
Kelly Nelson \_\_\_\_\_
- C. PRESENTATION:
- D. APPROVAL OF MINUTES:  
1. April 6, 2026 – Parks and Recreation Commission Meeting Minutes
- E. AGENDA:  
1. Future Park Improvements and Friends of the Park Donation Discussion
- F. INFORMATION/ANNOUNCEMENT
- G. ADJOURNMENT:

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

**MINUTES**  
April 6, 2026

A. CALL TO ORDER: 6:36 PM

B. ROLL CALL:

Eric Brenton (Chair)  Tom Faust (Vice-Chair)  Joe Morseth (Secretary) \_\_\_\_\_  
Robert Haight \_\_\_\_\_ Jerry Buckridge  Naomi Loud Heinsch  Chuck Long \_\_\_\_\_

COUNCIL LIAISON:

Randy Gustafson

STAFF PRESENT:

Kelly Nelson

C. PRESENTATION: N/A

D. APPROVAL OF MINUTES:

1. March 2, 2026 – Parks and Recreation Commission Meeting Minutes

Faust motions to approve the minutes; approved 4-0

E. AGENDA:

**1. 2025/2026 Ice Rink Discussion**

Nelson shares a report from the Public Works Director, Colin Callahan, about the maintenance and installation of the ice rink liner.

Loud-Heinsch wonders if other cities use similar liners.

Brenton explains that the commission began requesting a liner two years ago because a prior commissioner had a rink in his yard and recommended one to improve the ice quality.

Faust believes the reasoning is really considerate and the information and response given is thoughtful. He did not know there were water tanks under the ground that added a variable to the equation in terms of ice quality.

Gustafson explains the history of flooding in the park and the water tanks.

Faust recommends that the commission respect Callahan's analysis and that the commission should not insist up on a liner. But, the commission would like to discuss the potential of putting the rink somewhere else. And, if there is no other place for it, then it could remain at Curtiss without a liner.

Commissioners discuss how a really nice rink also brings leagues and then maybe residents wouldn't get the use of it the way they would like to.

Faust wonders if Curtiss Field is just a poor location for the rink because of the tanks underground and we're just seeing that year after year. He also wonders if minimizing the effort and work to establish a rink at Community Park by not doing boards is an option.

Commissioners mention that a relatively small number of users enjoy the ice rinks in Falcon Heights. Whether that is due to the quality of the ice or if the community has a low desire to have ice rinks, they are not certain.

Nelson asks the commission if it would be helpful to know how frequently and heavily Lauderdale's rink is used and they say that it would be. Nelson will gather information and also find a time for Callahan to an upcoming meeting for further discussion.

## **2. 2026 City Events Discussion**

Nelson updates commissioners on tasks that have been completed, what's in progress, and asks commissioners if they would like to make any additional suggestions related to various upcoming City events (Ice Cream Social, an upcoming Grove event, and Fall Fest).

Regarding the event planned for The Grove, Buckridge will let Nelson know if the June date works or if it will conflict with the concert series in St. Anthony Park. If June 11 is a conflict, then commissioners support Nelson moving it to June 9, or another suitable date.

Brenton says that it might be worth exploring a kid-friendly band or DJ for the Fall Fest. Last year, staff just played music on a Bluetooth speaker.

### **Information/Announcement**

Faust mentions adding an item to the May agenda for the commission to discuss various projects or ideas to then present to the Lions to be funded by their donation for Community Park renovations. In addition, Faust shares a swing that he would like to see added at Curtiss Field in the future, and suggests tying in into the fundraising discussion the commission will also have in May.

Nelson provides an update on the playground installation at Community Park and says that the DNR must first receive approval from the National Park System. Once that happens, the DNR can then provide the City with its grant agreement to sign and the project can begin. The City had originally been told the contract would be available in November or December, but it is taking longer and the installation timeline of June/July may be delayed.

Loud-Heinsch mentions that on a recent nice day, she saw thirteen kids enjoying Community Park.

Gustafson shares updates that will be on the Council's agenda on Wednesday and encourages commissioners to bring forward any comments, concerns, or topics for Council to consider in the future.

G. ADJOURNMENT: 8:10 P.M.

Buckridge motions to adjourn the meeting;  
Approved 4-0

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## REQUEST FOR ACTION

<b>Meeting Date</b>	May 4, 2026
<b>Agenda Item</b>	E1
<b>Attachment</b>	See Below
<b>Submitted By</b>	Kelly Nelson, Administrative Services Director / Deputy Clerk

<b>Item</b>	Future Park Improvements and Friends of the Park Donation Discussion
<b>Description</b>	<p>Many years ago, the City received donations from businesses and residents via Friends of the Park to support the City’s upcoming social events such as the annual Ice Cream Social.</p> <p>The donations assisted in paying for supplies and other event-related costs. In exchange for the donation, the business/resident was then recognized on the City’s website, newsletter, and at the event.</p> <p>While Minnesota state statute 465.03 says that cities <u>can</u> accept monetary donations for city parks, provided the donation serves a public purpose and is accepted via council resolution, a city <u>cannot</u> solicit for donations.</p> <p>This restriction does <u>not</u> pertain to outside organizations such as Friends of the Park groups, who may want to fundraise on their own and then provide the City with a donation.</p> <p><b>465.03 GIFTS TO MUNICIPALITIES.</b> Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.</p> <p>Commission Vice Chair Faust suggested that the commission discuss the topic of park donations, both in general and as a means to present ideas to the Lions Club, which annually raises money and donates a portion to the city at the conclusion of their holiday tree sales, and who have also verbally committed a donation for Community Park.</p> <p>This is an opportunity for the commission to brainstorm projects they would like to see completed in the future and to further discuss how the projects may be supported by park donations from a Friends of the Park group.</p>

<b>Budget Impact</b>	TBD
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>• Example of swing</li> <li>• Example of outdoor fitness equipment</li> <li>• Fund balance sheet</li> <li>• LMC donation info.</li> </ul>
<b>Action(s) Requested</b>	Staff encourages commission members to discuss the topic of future park improvements and Friends of the Park donations.



Double version  
model # 210117 is \$15K - \$20K

Age 5 to 12+

Oodle Swing by Landscape Structures  
is \$5K - 10K.

# Small Sample Package

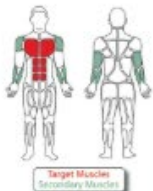
## SGR022 4-Person Pendulum, Abs, & Dips Station



## SGR042 2-Person Back & Arms Combo



## SGR048AW 2-Person Accessible Chest Press



## SGR048C Combo Lat Pull & Vertical Press



## SGR071 3-Person Static Combo



## SGR091 Rowing Machine



## SGR104 4-Person Leg Press



## SGR105 Customized Announcement Sign



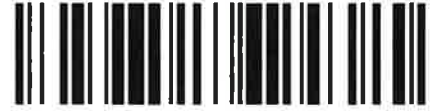


# Estimate

## Greenfields Outdoor Fitness, Inc

2617 West Woodland Drive  
 Anaheim, CA 92801  
 Phone: 888-315-9037  
 Fax: 866-308-9719  
 Email: orders@greenfieldsfitness.com

Order #	Date
S25413	01/08/2024



Bill To:
MN - City of New Hope City of New Hope Aaron Thelen 4401 Xylon Ave N. New Hope, MN 55427

Ship To:
MN - City of New Hope City of New Hope Aaron Thelen 4401 Xylon Ave N. New Hope, MN 55427

Customer: MN - City of New Hope

Contact: Aaron Thelen - 763-531-5153

Notes: PROJECT: MN - City of New Hope

Sales Rep	Payment Terms	FOB Point	Carrier	Date Scheduled
GN	NET 30	Origin	Freight	01/08/2024

Item #	Number	Description	Color	Unit Price	Qty	Total Price
1	Sourcewell Contract #	Sourcewell Contract# 010721-GRN City of New Hope MN Sourcewell Member ID# 19087		\$0.00	1 ea	\$ 0.00
2		SURFACE MOUNT INSTALLATION METHOD				
3		Small Sample Package: 7 Units / 18 Users				
4	SGR022-03K	4-Person Pendulum, Abs & Dip Station (formerly SGR2005-1-22)	Green/ Tan	\$4,495.00	1 ea	\$ 4,495.00
8	SGR042-03	2-Person Back & Arms Combo (formerly SGR2005-1-42)	Green/Tan	\$4,995.00	1 ea	\$ 4,995.00
9	SGR048AW-03	2-Person Accessible Chest Press (formerly SGR2005-1-48A-W)	Green/Tan	\$5,995.00	1 ea	\$ 5,995.00
10	SGR048C-03	2-Person Combo Lat Pull & Vertical Press (formerly SGR2005-1-48C)	Green/Tan	\$4,995.00	1 ea	\$ 4,995.00
11	SGR071-03K	3-Person Static Combo (formerly SGR2005-1-71)	Green/ Tan	\$4,495.00	1 ea	\$ 4,495.00
16	SGR091-03K	Rowing Machine (formerly SGR2005-1-91)	Green/ Tan	\$2,995.00	1 ea	\$ 2,995.00
19	SGR104-03K	4-Person Leg Press (formerly SGR2005-1-104N)	Green/ Tan	\$6,395.00	1 ea	\$ 6,395.00
22	SGR105-01	Customized Announcement Sign (formerly SGR2005-1-105)	Green	\$1,795.00	1 ea	\$ 1,795.00
23		Subtotal				\$ 36,160.00
24	Sourcewell Member Discount	Sourcewell Member Discount 7%				-\$ 2,531.20
25		Sourcewell Member Discounts is for direct purchase by the city and will not be extended to bidders.				
26	Shipping & Handling	Ships in large crates - forklift is needed to unload		\$3,616.00	1 ea	\$ 3,616.00
27	SM Installation	All units are Surface Mount installation method, installation NOT included and done by others		\$0.00	1 ea	\$ 0.00
28	NOT Included	Installation NOT included and done by others		\$0.00	1 hr	\$ 0.00



# Estimate

## Greenfields Outdoor Fitness, Inc

2617 West Woodland Drive  
 Anaheim, CA 92801  
 Phone: 888-315-9037  
 Fax: 866-308-9719  
 Email: orders@greenfieldsfitness.com

Order #	Date
S25413	01/08/2024



Item #	Number	Description	Color	Unit Price	Qty	Total Price
29	GRI 2024	General Rate Increase of 8.5% due to inflation. (This rate is subject to change as per fluctuation in the marketplace)		\$3,073.60	1 ea	\$ 3,073.60

Prices are valid for 60 days from the Estimate date.  
 CUSTOMER APPROVAL: I hereby approve this order, the item selection, color selection, and overall Terms & Conditions. I understand should collection of this agreement become necessary, I agree to pay all collection fees and attorney fees/ court costs, etc. The undersigned customer authorizes Greenfields to ship items on this estimate and pay Greenfields the amount specified per payment terms listed on this estimate.

<b>Subtotal:</b>	<b>\$40,318.40</b>
<b>Sales Tax:</b>	<b>\$0.00</b>
<b>Total:</b>	<b>\$40,318.40</b>

Approval signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signed by (print name) \_\_\_\_\_

403-PARKS/PUBLIC WORKS CAPITL

ACCOUNT#	TITLE		
<b>ASSETS</b>			
=====			
403-10100-000	CASH	0.00	
403-10500-000	INTEREST RECEIVABLE	1,980.01	
403-11500-000	ACCOUNTS RECEIVABLE	1,000.00	
403-13128-000	DUE FROM INVESTMENT TRUST	2,460,859.55	
403-13200-000	DUE FROM OTHER GOVERNMENTS	0.00	
		<u>2,463,839.56</u>	
TOTAL ASSETS			2,463,839.56
=====			
<b>LIABILITIES</b>			
=====			
403-20200-000	ACCOUNTS PAYABLE	85,789.32	
403-20600-000	CONTRACTS PAYABLE	26,164.56	
403-20803-000	USE TAX PAYABLE	0.00	
403-21000-000	DEFERRED UNEARNED REVENUE	0.00	
	TOTAL LIABILITIES	<u>111,953.88</u>	
<b>EQUITY</b>			
=====			
403-25120-000	FRIENDS OF PARKS	6,981.50	
403-25220-000	PARK DEDICATION	33,575.37	
403-25320-000	ASSIGNED FUND BALANCE	2,380,792.00	
	TOTAL BEGINNING EQUITY	<u>2,421,348.87</u>	
TOTAL REVENUE		500.00	
TOTAL EXPENSES		<u>69,963.19</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		( 69,463.19)	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>2,351,885.68</u>	
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			2,463,839.56
=====			



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## Ask LMC

# What Should Cities Know About Donations and Fundraisers?

## Donations

**Q:** What should cities know about donations and fundraisers?

**LMC:** Donating and fundraising nurture cities' cooperative spirit and community. However, there are important requirements cities must follow to ensure that these activities serve to foster transparency.

Cities can accept donations (gifts of money) that are not for religious or political purposes if the council adopts a resolution by a two-thirds majority vote, accepting both the donation and the donor's terms. Cities can accept donations for the benefit of their residents; accepting donations, like making donations, must be done for a public purpose.

In most circumstances, cities cannot give away public funds as donations. Donations are treated as expenditures of public funds. To spend money, cities must have statutory or charter authority and the expenditure must be for a public purpose.

Although cities (including city departments, like fire departments) generally do not have authority to fundraise or solicit donations, there are two exceptions.

Cities can, by resolution, allow officials and staff to solicit donations for National Night Out events that build positive relationships between law enforcement and the community. Cities can, by resolution, allow full-time firefighters employed by the city and while on duty, or volunteer firefighters serving the city while not on duty, to solicit contributions from motorists for another charitable organization, most commonly the Muscular Dystrophy Association's Fill the Boot program.

Whenever there are questions about donating and fundraising, it is always recommended that cities consult their city attorney for their opinion and guidance. For more information, see the LMC information memo at [lmc.org/donation](https://www.lmc.org/donation).

*Answered by Staff Attorney Josie Rosene: [jrosene@lmc.org](mailto:jrosene@lmc.org).*

## Wage Reporting

**Q:** I've heard there is an October deadline for submitting wage reports for Minnesota's paid family medical leave program. What is due and when?

**LMC:** Minnesota's paid leave program is leveraging the process that employers already use to submit quarterly wage detail for unemployment insurance (UI). This means that in October

when you submit your normal wage detail for July through September 2024, you will be meeting both your UI and paid-leave wage reporting requirements.

You may have some employees, like elected officials or election judges, who are not covered by the UI law. These wage records will need to be kept separate from those that are covered by UI. The UI program is not quite ready to accept those records yet, so it is important that you do not include them in your regular wage detail submission until paid leave and UI provide more instructions on handling this population.

Payroll deductions for paid leave will not begin until Jan. 1, 2026, and the first paid leave premiums will be due in April 2026.

*Answered by Assistant Human Resources Director Joyce Hottinger: [jhottinger@lmc.org](mailto:jhottinger@lmc.org).*

## Insurance Coverage

**Q:** Is it true that the League of Minnesota Cities Insurance Trust (LMCIT) can provide coverage for nonprofit corporations?

**LMC:** Yes. LMCIT can provide coverage for some nonprofit corporations that are deemed to be an “instrumentality” of a city. Although there is no precise definition of “instrumentality,” the key criteria are whether the corporation serves a city purpose, and whether the corporation’s articles of incorporation, bylaws, and other documents such as contracts between the city and the nonprofit corporation, give a city a reasonable degree of control over the corporation’s activities.

Common examples include nonprofit firefighting corporations, historical societies, and community festival organizations. If LMCIT determines that a nonprofit corporation is an instrumentality of a city, LMCIT can provide coverage in either of two ways:

- By adding the corporation as a covered party on the city’s existing LMCIT coverage.
- By issuing separate coverage to the corporation in its own name.

If the nonprofit corporation does not meet the criteria for an instrumentality regarding control by the city, LMCIT may be able to suggest changes to the supporting documents that would establish the nonprofit corporation as an instrumentality of the city and be eligible for LMCIT coverage. Your city can have its documents reviewed for coverage determination by submitting them to LMCIT Risk Management Attorney Chris Smith at [csmith@lmc.org](mailto:csmith@lmc.org).

*Answered by Risk Management Attorney Chris Smith: [csmith@lmc.org](mailto:csmith@lmc.org).*

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Your LMC Resource

*Minnesota Cities* magazine is published bimonthly by the League of Minnesota Cities.

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*For editorial questions:*

**Contact Rachel Kats**

Publications & Web Editor

(651) 215-4032

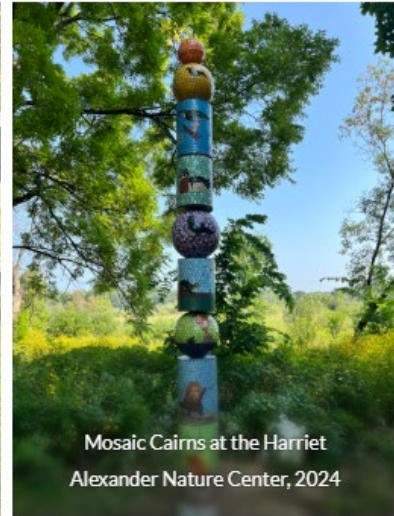
[rkats@lmc.org](mailto:rkats@lmc.org)

## Friends of Roseville Parks

Membership in the Friends of Roseville Parks is \$25/year for Single, \$30/year for Family (2 or more people) and \$75 for Corporate. New members will receive a FOR Parks Travel Tumbler (\$20 value) in addition to membership newsletters and announcements of upcoming events.

## Projects

Since 1969, the Friends of Roseville Parks has been raising money and donating it to Roseville Parks & Recreation in support of park improvement projects. Below are pictures of a few of the most recent projects, including the Lexington Park inclusive playgrounds, the new Puppet Wagon, and our on-going support of the Blooming Boulevard flower planting along Lexington Avenue in front of the entrance to Central Park. Thank you for helping us support these, and other, projects! If you wish to make a donation, use the button at the bottom of this page.



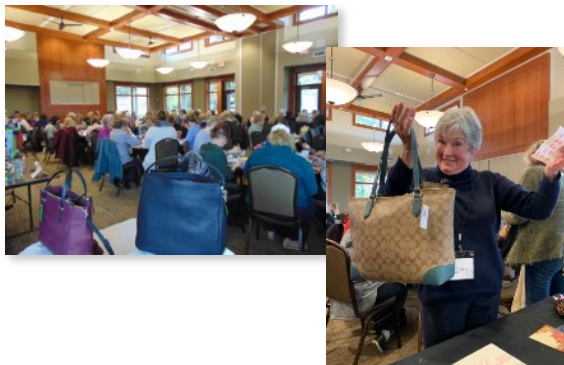
### Our Fundraising Events



Beer, wine, cider and spirits tasting with live music, food trucks and games!



High-stakes fun while raising funds for the parks!



### Roseville Parks and Recreation

There are 31 parks in the Roseville Parks and Recreation system. One of the newest, Unity Park, was funded in part by a contribution from Friends of Roseville Parks (FOR Parks). The other fine recreational facilities include:

- Roseville Skating Center with the Guidant John Rose MN OVAL
- Frank Rog Amphitheater in Central Park
- Harriet Alexander Nature Center
- Cedarholm Golf Course & Community Building
- Muriel Sahlin Arboretum
- Roseville Gymnastics Center
- and two Community Gymnasiums and an Off-leash Dog Park

For details about all these parks and facilities, visit

[CityofRoseville.com/parks](http://CityofRoseville.com/parks)

### Inclusive Playground Project

An anonymous patron reached out to FOR Parks with a generous donation to underwrite improvements for **inclusive play** opportunities for **all** in Central Park. The playground was installed in 2021 and has proved very popular. Adult Fitness pods were installed in 2022.



Roseville, Minnesota

## What is Friends of Roseville Parks?

Since 1969 we've raised nearly **\$520,000** for projects that benefit parks throughout Roseville.

### Recent projects:

- Facilitated the **Inclusive Playground & Fitness Pods**, Central Park - Victoria West
- Fireplace and patio furniture at Cedarholm Community Building
- Financial support for the development of Unity Park
- Customized indoor tree feature plus display cabinets at Harriet Alexander Nature Center
- Fireplaces in the six park buildings
- Bennett Lake pathway lighting

### Other projects we've helped fund:

- Various playground equipment donations
- Numerous park benches and fountains
- Fountain aeration systems for Central Park
- Joe Mogg Memorial Boardwalk
- Annual financial support to create the Lexington Avenue "Blooming Boulevard"



## Benefits of Membership

- Special **Advanced notice** of Luncheons, the Year-end Holiday Brunch Meeting and our **fundraising events**, Tapped & Uncorked and Designer Handbag Bingo
- **Seasonal Newsletters**
- **Tax-deductions** (where applicable - please consult your tax advisor), and most importantly . . .
- **Pride and sense of accomplishment** that comes with engaging in your community and knowing you're helping improve our parks for everyone

## Why join Friends of Roseville Parks?

- Financial support of Roseville park projects
- Volunteer with friends in our community
- Socialize in a networking atmosphere
- Participate in special events
- Educate young children to become more aware of our great park system

## Come join us!

**Friends of Roseville Parks** is a 501(c)3 non-profit organization that relies on the support of valued members.

Please join **Friends of Roseville Parks** - your support is essential to the success and future of Roseville parks!

**Installed in the summer of 2022, part of the Inclusive Play Project:**

**Adult "Fitness Pods"**

in Central Park, Victoria-West

including...



Cardio Stepper



Balance Steps

## Membership Form

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Single (\$25) \_\_\_\_\_

Family (\$30) \_\_\_\_\_

Donation (tax deductible) \_\_\_\_\_

total enclosed: \_\_\_\_\_

Referred by anyone? \_\_\_\_\_

Membership year is Jan. 1 - Dec. 31 regardless of month of joining.

Send form, along with check made out to **FOR Parks**, to:

**Friends of Roseville Parks**  
2660 Civic Center Drive  
Roseville, MN 55113

**Save postage and join online:**

**FriendsofRosevilleParks.org**

Tax ID #41-1312380

10/21/22