



**PARKS AND RECREATION COMMISSION**  
**Fridley Municipal Center**  
**7071 University Ave NE, Fridley MN 55432**

**AGENDA – Feb. 3, 2020**

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**DATE:** Feb. 3, 2020 – 7:00 p.m.

**LOCATION:** Fridley Civic Campus – 7071 University Ave NE, Fridley, MN 55432 – (Banfill Conference Room - upper level next to Council Chambers).

1. CALL TO ORDER
2. APPROVE PARKS & RECREATION COMMISSION AGENDA FOR FEB. 3, 2020
3. APPROVE PARKS & RECREATION COMMISSION MINUTES FOR JAN. 6, 2020
4. NEW BUSINESS/ACTION ITEMS:
  - a. Introduce Jen Graham, Recreation Coordinator
  - b. Introduce Krista Peterson, Recording Secretary
  - c. Public Disclosure Forms
  - d. Parks Master Plan Update
  - e. Twin City Gateway and Proposed Tournaments
  - f. Connecting Fridley
  - g. Event Vehicle
  - h. Other
5. STAFF REPORTS:
  - a. Springbrook Nature Center Pavilion Update
  - b. Winterfest
  - c. Deer Management Update
  - d. 49'ers Update
  - e. Other
6. UNFINISHED BUSINESS:
  - a. Other
7. ADJOURNMENT
- 8. Next Meeting: March 2, 2020 at the Fridley Civic Campus – 7 p.m.**

Attachments: Jan. 6, 2020 Meeting Minutes, Recreation Division Highlights, Springbrook Nature Center Report, Public Disclosure Statement



**PARKS AND RECREATION COMMISSION**  
Fridley Municipal Center  
7071 University Ave NE, Fridley MN 55432

**MINUTES**

January 6, 2020

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**1. CALL TO ORDER:**

Chairperson Heintz called the Parks and Recreation Commission meeting to order at 7:07 p.m. and asked those in the meeting to introduce themselves.

Members present: Dave Kondrick, Shanna Larson, Mike Heintz, Ryan Gerhard, and Pete Borman

Members absent: EB Graham

Others Present: Alyssa Kruzel (Community Engagement Specialist), Rachel Workin (Environmental Planner), Mike Maher (Springbrook Nature Center Director), and Deborah Dahl (Director of Community Services and Employee Resources)

**2. APPROVAL OF THE AGENDA:**

Chairperson Heintz called for a motion to adopt the agenda for the January 6, 2020 meeting agenda. Mr. Kondrick made the MOTION to adopt the agenda, SECONDED by Ms. Larson. The MOTION PASSED unanimously.

**3. APPROVAL OF THE MINUTES:**

Chairperson Heintz called for a motion to adopt the minutes from the November 4, 2019 Parks and Recreation Commission Meeting. Ms. Larson made the MOTION to approve the minutes as submitted. Mr. Kondrick SECONDED the MOTION. The MOTION PASSED unanimously. Note: There was no meeting in December 2019.

**4. NEW BUSINESS/ACTION ITEMS:**

a. Active Transport Plan and Report (Rachel Workin)

Rachel Workin gave her report on the Active Transportation Plan Second Addition. Plan document attached to meeting packet. Ms. Larson made a MOTION to support the transportation plan to be forwarded onto the Planning Commission. Mr. Borman seconded the MOTION. The MOTION PASSED unanimously.

b. Community Engagement Update (Alyssa Kruzel)

Alyssa Kruzel introduced herself and gave the Commission some of her background.

Ms. Kruzel delivered a power point presentation about the demographics of Fridley, information about the Community Engagement and Outreach efforts she has been working on, including what outreach and engagement in a community looks like and how the City is committed to doing outreach and engagement.

Ms. Kruzel also gave a demonstration about the new GIS interactive park map available on the City's website and spoke about the 2020 Census. She provided some additional facts about the census and why the census is important, specifically to Minnesota, and how people will be counted.

c. 2020 Meeting Schedule

Ms. Dahl presented the 2020 Meeting Schedule for the Parks Commission. With no modifications or objections, Mr. Kondrick made a MOTION to approve the 2020 schedule, Ms. Larson seconded the MOTION. The MOTION PASSED unanimously.

d. Joint Meeting with EQEC

Ms. Dahl asked the Commission if they would like to host another joint meeting with EQEC as they did in 2019 and at the same time conduct a tour, recommending it be put on the schedule June 1, 2020. The group agreed but no formal motion was made.

e. Housekeeping Item:

Commissioners were provided the 2020 Commission Member List and Staff Roster and were asked to verify their information.

f. Meeting Minutes Changes

Ms. Dahl informed the commission that a new recording secretary will be attending the meetings to take formal minutes of the commission meetings and mentioned the format of the meeting minutes will likely be changing to be in a summarized format versus detailed. The Commission had no objections.

g. Sports Association Survey

Ms. Dahl informed the commission that a Sports Association Survey will be sent out to all the Fridley sports association group leaders to share contact information and to ask what their needs are from the City (such as more storage needed, more fields, promotion support, etc.). She will report back once the information is collected.

## 5. STAFF REPORTS

- a. Mr. Maher gave an update in the Springbrook Nature Center Pavilion. He reported the furnace, drywall ceiling, and most of the electrical is done. He stated there is still a little plumbing left to do and the floor is still being finished. He said he was pleased with how things are moving along very nicely.

Mr. Maher provided a fundraising update, stating the Lions have given another contribution of \$25,000 for a total of \$50,000. He said there was a donation from the BNSF railroad for \$10,000 and that the project is going well, thanks to everyone that has pitched in and helped out. In total, \$300,000 has been raised through grants and in-kind contributions. He mentioned there will be a spring ribbon cutting for the pavilion on May 28<sup>th</sup> (tentative date).

Mr. Maher said that his staff is still talking about how to utilize the Pavilion and they are still in the beginning stages and will be revisited through the year.

The Springbrook Nature Center staff are excited to host Winterfest this year. This new location creates some nice opportunities to make some changes to the event as well as keeping some of the favorite traditional events. Parking for volunteers and staff will be across the street. Winterfest is 1/18/2020 from noon to 3 p.m. at Springbrook Nature Center.

One member asked about the "No Dog" policy at the Springbrook Nature Center. Mr. Maher explained the policy and the reasoning behind it. One question was raised whether there is possibility that there could be a specific day just for allowing dogs on a leash at the Nature Center. Mr. Maher said that they can continue to look at the idea but the preference would be to not allow it since it would cause confusion and could compromise the efforts to maintain the grounds and facility. No formal recommendations were made.

Mr. Maher mentioned the street closure during Pumpkin Night was a good idea this year and while there was still some question about future permits and the costs associated with closing the street, the benefits of the street closure for that event were advantageous.

- b. Parks Master Plan Update:

Ms. Dahl reported that a local design firm, HKGI was contracted to do some design concept work and estimates on the Parks Master Plan. The firm had assisted with the Moore Lake and other projects within the City. While there is still a lot of work to be done, the hope is to have a report with preliminary design and ideas back to the commission by the next meeting.

Staff is pulling together an inventory of all the parks, all the amenities, and the maintenance plan for a 10-year period and that will be included in that report.

c. General Recreation

Ms. Dahl reported that the March/April Recreation Brochure will be a larger brochure and will be a little bit earlier than the previous year. It will include the upcoming Recreation programs, some summer program information as well as programming information for the SNC summer camps and activities. The plan is to start promoting those events and prepare for staffing quickly.

Ms. Dahl gave a year end enrollment recap of some of the Recreation and Springbrook Nature Center programs. Ms. Dahl provided a document with the stats for these programs, reservations of shelters, fields, and Civic Campus rooms, Springbrook Nature Center events, special recreation events, and community events.

This last year, Springbrook has continued to expand their partnerships with the schools in the Spring Lake Park, Columbia Heights areas and homeschooling families to increase their programming and offerings. In addition, the Springbrook Nature Center received several donations and grants for the Pavilion, programming, evasive species control, supplies and materials.

The Recreation department has been ramping up efforts to sell Fridley with the re-branding of the city, a bigger social media presence, electronic mailings, and pairing with Twin Cities Gateway for softball tournaments for 49er days. She also noted that staff was working on the Adopt-a Park program, which will also be launched this year.

d. Staffing Update

Ms. Dahl gave an update the recreation staff, noting that the full-time Recreation Coordinator started today and her name is Jen Graham. She said that she will have her attend the next meeting to meet the Commission. In addition, she mentioned that interns will be staying on through the end of the year to assist with programs. The recreation department is now fully staffed and can assist the council achieve their vision and goals of "Focus on Fridley" which tie directly to the Recreation Department

Ms. Dahl said as discussed in the last meeting, staff are working on a number of studies and researching how Fridley compares to other cities and will be soon looking at fees and programs. She noted there will be more strategic planning efforts to come for the parks system, the recreation programs in general and community engagement. The studies will help staff understand who our clients are, where the needs are and understanding the business side of recreation and the nature center.

Ms. Dahl said staff are working with the finance department who will help us a better job of projecting numbers out for the future so we can help some of the facilities like the Nature Center build a maintenance plan and longer-term revenue stream. In addition, they will be looking at ways to include programs for the Civic Campus location. Reviewing legal agreements with the county and the other large contracts such as with the school system are also a priority. She said that staff will continue to get better at operations, and registrations and promoting.

Ms. Dahl said that in addition to their regular duties, the Recreation and Nature Center staff does a lot to support the many city-wide activities and even within the city through employee events, like the employee breakfast, Annual Business meeting, and golf outing. They serve on the Employee Relations Committee, which helps build a happy workplace and keeps things upbeat.

Ms. Dahl said that 2019 was a great year and thanked the Commission for their support, involvement and leadership towards the Recreation Division and Springbrook.

## **6. Other Business**

No other business was considered.

### **ADJOURNMENT:**

Ms. Larson made the MOTION to adjourn the meeting at 8:55 p.m., SECONDED by Mr. Kondrick. The MOTION PASSED unanimously.

Respectfully submitted,

Deborah Dahl, Director  
Community Services and Employee Resources

**City of Fridley**  
**Public Disclosure Statement**  
 By Members of Advisory Bodies

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

Position Title: \_\_\_\_\_

Pursuant to Section 5.05 of the Fridley City Code, I hereby make the following declarations regarding my financial and personal interests:

1. Names of all business corporations, partnerships, other business enterprises, or governmental agencies doing business with the City of Fridley or located within the City of Fridley.

**a) With which I have a financial interest**

As used in Chapter 5, the term financial interest shall be deemed to include ownership of more than 10% of: the outstanding stock in a corporation, an interest in a partnership, proprietorship, or other business entity, or an interest in real property. Financial interest shall apply to real or personal properties owned by one person making the disclosure and by said person's spouse.

**b) With which I have a personal interest**

As used in Chapter 5, the term personal interest shall be deemed to apply whenever a person required to make a disclosure under this code of ethics shall be associated with a business as an employee, officer, director, trustee, partner, advisor or consultant.

Name of Business, Partnership, Etc.	Address	Financial Interest	Personal Interest

(use additional paper if necessary)

2. A list of the non-homestead real property located within the City of Fridley in which I currently have a financial interest:

Non-Homestead Real Property Address

\_\_\_\_\_

(use additional paper if necessary)

I do swear (or affirm) that this report is a full and true statement pursuant to Section 5.05 of the Fridley City Code.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

This statement must be filed upon appointment or reappointment to an advisory committee or material changes in financial interest while on an advisory committee. Please submit a signed Public Disclosure Form to the City Clerk's Office. Thank you.

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# **PARKS MASTER PLAN UPDATE**

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**PARK & RECREATION COMMISSION**

**FEB. 3, 2020**



# REMINDER OF WHERE WE'VE COME

- Summer 2018 Launched Parks Master Plan – “Finding Your Fun in Fridley”
- Spring 2019 Solicited feedback in on-line surveys
- Spring 2019 Worked with Community Engagement Consultants to host public workshops and solicit feedback
- Fall 2019 Research, data gathering, report outline and design determined
- Fall 2019 Started park-by-park assessments, needs
- Winter 2020 Hired HKGi to assist with design concepts, estimations



# TONIGHT

- Get Park & Rec Commission's feedback on designs/concepts
- Discuss next steps
- Community Engagement
- How Do You Want to Be Involved?

# CATEGORIES/SUGGESTED USES

**Mini Parks** - Parks with recreational facilities intended to serve populations within ¼ mile; typically less than one acre in size (ex: Altura, Ed Wilmes, Skyline)

**Neighborhood Parks** - Parks with recreational facilities intended to serve populations within ½ mile; typically include large open spaces (ex: Ruth Circle, Madsen, Briardale)

**Special Use Facilities** - Provide specialized or single purpose recreational activities (ex: Civic Campus, Innsbruck Nature Center; Ray Thompson Little League Field, Riverview Heights Park\*)

**Community Parks**- Parks with recreational facilities that provide multiple uses, appeal to broad spectrum of users, and serve the whole city (ex: Commons Park, Moore Lake Park, Community Park, Springbrook Nature Center)

# GENERAL THEMES

## Commons

Central location

Improved play-based equipment

Water play (e.g. splash pad)

High quality play equipment

# GENERAL THEMES

## Moore Lake

Good trail acces

Improved water access and recreational activities (kayak, paddleboard, updated fishing areas, preserve volleyball courts, update beach)

Improve play-based equipment

Improve amenities (walking loops, signage, wayfinding, benches, picnic areas, natural areas for fishing and bird watching, off-leash dog park)

Improve water quality and plantings, stormwater treatment, low maintenance vegetation

# GENERAL THEMES

## Community Park

Connect with Civic Campus

Create a stronger sense of a town center and community gathering space

Consider an overpass or tunnel over/under Hiway 65

Multi-use fields (more soccer)

Improved amenities for passive use

Trail around perimeter

Incorporate landscaping, botanical gardens, community gardens, edible orchards

# LINKS TO PLANS

- <https://hkgi.sharefile.com/d-sfee89c7ec2341e19>

# SAMPLE OF A BUILDING



# BUILDING VIEW



# PLAYGROUND



# SKATING RIBBON



# SKATING RIBBON AREA



# REACTIONS

Need feedback before we finalize estimates

What do you think?

# NEXT STEPS

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Draft Report

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Finalize general concepts

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Estimates finalized

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Revenue sources identified

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Implementation Plan (park by park)

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Report adopted by Commission and Council

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Community Engagement and Feedback

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Finalize Implementation Plan with feedback from public

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Launch (2021 Budget)

# Springbrook Nature Center

## Monthly Report – February 2020



- The Pavilion Activity Center project is moving forward with MN DNR Outdoor Recreation Grant Program funding in the amount of \$150,000. A required match from existing park CIP and Springbrook Nature Center Foundation funds.
  - Construction of the pavilion is nearly complete. As of 1/29, the building has been sealed and interior work is wrapping up. Over the coming months, additional work will include floor finishes, plumbing fixtures and cabinetry. Tables and chairs have been purchased and assembled. A spring 2020 opening is being planned.
  - An additional gift of \$25,000 has been received from the Fridley Lions, totaling \$50,000 for this project and total giving of \$300,000 to the SPRING Project.
  - A \$10,000 grant for the project has been received from BNSF Railway Foundation.
  - The Springbrook Foundation Development Committee continues to meet to discuss fundraising and opportunities to secure in-kind donations for the project.
- School programming continues with our Adams Elementary, Spring Lake Park ECCE, Fridley Public Schools and Columbia Heights Encore Programming partnerships and weekly parent-child classes.
- We have been awarded two grants for habitat improvements at Springbrook Nature Center, with some work to be completed at Moore Lake Sand Dunes Natural Area. The grants are in the amounts of \$37,000 and \$51,450. The work will remove invasive buckthorn and include prescribed burns. Landbridge Ecological and Prairie Restoration, Inc. have been selected as the contractors and are both underway to restore 60 combined acres of Springbrook Nature Center.
- Staff is working hard to complete a new exhibit featuring two large microscopes with digital displays that explores the concept of biomimicry, which is design inspired by nature. The microscopes and displays are available for use and the finishing touches are being put on the interpretive panels.
- The City of Fridley's Winterfest was held at Springbrook Nature on Saturday, January 18<sup>th</sup> from noon-3 pm. The event was well-received with an estimated 300-400 attendees and volunteers enjoying the event.
- Upcoming events include a candlelight hike on February 14<sup>th</sup>, the Springbrook Spree fundraiser on March 7<sup>th</sup> and our Discovery Dinner series on March 21<sup>st</sup> featuring a program on wild canids of Minnesota from the Wildlife Science Center.
- Deer population management planning is well underway with an agreement in place to work with the USDA wildlife services division to conduct controlled shoots within city limits. We are finalizing locations, communications planning and scheduling and are on track for February or early March.

# HIGHLIGHTS

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*Parks and Recreation Division- February 2020*

## **Winterfest A Great Success!**

Kudos to the Rec and Springbrook teams for a great event on 1/18/2020. The change in location to Springbrook or bitter cold did not stop the 300-400 hearty Minnesotan's from coming out to enjoy the outdoor and indoor activities. A great collaboration between community groups, Springbrook volunteers and City staff. Many positive compliments about having at Springbrook.

## **Finding Your Fun in Fridley!**

The new year kicked off with a couple of exciting programs to get folks out exploring Fridley parks. The first of which is 'Finding Your Fun In Fridley' featuring **pop-up events** throughout the park system where attendees can take part in a range of activities from sledding to skating while enjoying hot cocoa. Participants will also receive a free reusable travel mug that they can refill at future events throughout the winter. The other event is the '**Snowman Contest**' where residents are encouraged to build a snowman in a local park, take a picture and post it on Instagram tagging @cityoffridley. At the end of the season a winner will be chosen and receive a trophy as well as a \$100 Fridley Parks and Recreation gift card.

## **Field Trips and More!**

The Recreation Division hosted five **field trips** during the month to accommodate non-school days with destinations ranging from a trampoline park to museums. **Adult basketball leagues** continue to be popular and we are pleased with the partnership we have with the City of Blaine to offer the Wednesday league. Part-time staff were kept busy with **after school** programs, field trips, open gyms, warming houses and more. As the month winds down, the Division is beginning to **recruit for summer employment**, with staff making plans to visit area job fairs as part of the process.

## **49'ers Day – June 18 & 19**

Staff has been working on this year's event, scheduled for June 18 & 19. The City has agreed to partner with the Lions to host a regional softball tournament June 19-20 (Class D and E Leagues), which hopes to bring in a large number of teams and spectators. In addition, the City's Rec staff will host the pre-parade Family Activities at Commons Park on Thur. June 18 from 4-6 where free carnival activities, community/business organization exhibits, a petting zoo, and entertainment are planned. While the details are still being finalized, the adult activities, band stage, food trucks, car show and fireworks are tentatively scheduled for Friday night on June 19 at Community Park (new location). It is hoped that by moving the event to Community Park, it will bring in additional participants.

## **Summer Brochure Camps and Activities Coming Soon!**

Staff worked hard to get the summer camps and activities planned in advance to include in the March/April *City Newsletter*.

## **Community Engagement – Partnerships Highlight**

*Fridley Community Network (FCN) Meeting: Thursday, February 6, 2020 5-6pm, Mississippi Branch Library* - The Fridley Community Network is comprised of members from multiple community organizations in Fridley. The group is led in partnership with staff from the City of Fridley (Alyssa Kruzel), Mississippi Library (Shannon Melham), and Fridley Community Education (Stephen Keeler).

The purpose of the group is to build connections and relationships between Fridley community organizations and to share resources, collaborate, and partner on community programs, projects, and events. The first meeting will be to build connections and network, and discuss more about the initial purpose, goals, and structure of the group.

## **Volunteerism Programs - Adopt-a-Park**

Engagement staff is working with Brice Richter, Recreation Program Specialist, on an Adopt-a-Park program for City of Fridley parks. Staff is creating marketing and communication items to promote the program as well as finalizing program details. The goal is to launch the program in late Spring 2020.

## **Neighborhood Events Coming This Summer - *Connecting Fridley***

*June 24 Sylvan Hills Park*

*July 22 Madsen Park*

*Aug 12 Meadowland Park from 6-8pm*

Mark your calendars and join us this summer at the park for “Connecting Fridley”! Enjoy lawn games, recreation activities, a bounce house, arts and crafts from Banfil-Locke, story time with Mississippi Library, and light refreshments. Make connections with your neighbors and city staff! Learn more about city services and programs!

Engagement staff is collaborating with staff across multiple departments and division to determine what information they can inform and educate community members about at the event. Engagement staff will work closely with Marketing and Communications to promote the event as well.

## **Tourism Promotion**

Twin City Gateway is working hard with City Marketing and Recreation Division staff to promote the City. Twin City Gateway has launched their new website, which promotes many of the events, facilities and amenities available in Fridley. Here is a link to their website:

<https://www.tcgateway.com/>. and here is a link to the Fridley page:

<https://www.tcgateway.com/communities/fridley/>.

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