

**City of Fridley
Parks & Recreation Commission Meeting**

AGENDA

DATE: April 2, 2018

LOCATION: Fridley Municipal Center – Meeting Room 1

ROLL CALL

APPROVE PARKS & RECREATION COMMISSION MINUTES OF: March 5, 2018

APPROVE PARKS & RECREATION COMMISSION AGENDA: April 2, 2018

1. STAFF REPORT

- a. Program Update
- b. Park Maintenance Report
- c. Springbrook Nature Center Report

2. NEW BUSINESS

- a. Request to Waive Fee for SNC Rental – Firefly Sisterhood
- b. Electronic Packets/Agenda Process

3. UNFINISHED BUSINESS:

- a. FCC Update
- b. Moore Lake Update

4. ADJOURNMENT

Next Meeting: Monday, May 7, 2018 at the Fridley Municipal Center – Meeting Room 1.

CITY OF FRIDLEY
PARKS & RECREATION COMMISSION MEETING – MARCH 5, 2018

CALL TO ORDER:

Chairperson Heintz called the March 5, 2018 Parks & Recreation Commission Meeting to order at 7:00 p.m.

ROLL CALL:

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

Others Present: Debbie Dahl, Director of Community Services & Employee Resources
Mike Maher, Springbrook Nature Center Director
Malcolm Mitchell, Springbrook Nature Center Foundation
Rachel Workin, Environmental Planner
Jeff Jensen, Operations Manager-Streets and Parks
Connie Thompson, Program Supervisor-Senior Programs

APPROVAL OF FEBRUARY 5, 2018 PARKS & RECREATION COMMISSION MINUTES

MOTION by Ms. Larson, seconded by Ms. Graham to approve the minutes of the February 5, 2018 meeting.

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

APPROVAL OF PARKS & RECREATION COMMISSION AGENDA FOR MARCH 5, 2018

MOTION by Ms. Larson, seconded by Ms. Graham, to approve the agenda for the March 5, 2018 meeting as submitted by staff.

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

1. STAFF REPORT

a. Connie Thompson Farewell to Commission

Ms. Thompson announced her last day with the City of Fridley will be on March 23, 2018. Ms. Thompson thanked the Commission for all they have done for her and their support of the Senior Programs.

b. Program Update

Ms. Dahl stated that the Program Update is included in the agenda packet for the information of the Commission members. The Update included information on Connie Thompson's retirement, details on this year's '49er Days, New software for the Recreation Staff, Information on the summer brochure and

summer program locations, The Fridley Community Center Agreement, Recreation Programs and Information on Heart Safe Community.

c. Park Maintenance Report

Mr. Jensen stated that the Parks Department will be assisting the Street Department with cutting down ash trees for the Emerald Ash Borer plan and they will also be removing ash trees from some parks. Mr. Jensen further stated that work on the parking lot and playground at Moore Lake are currently on hold. The Parks Department has a busy summer ahead of them with moving into a new building and developing a new construction yard.

d. Springbrook Nature Center Report

Mr. Maher stated that the Springbrook Nature Center Report is included in the agenda packet for the information of the Commission members. The Nature Center Report included information about Discovery Dinners, Facility Rentals, Funding for a picnic pavilion and Environmental education programs.

Mr. Maher stated that the annual Springbrook Spree fundraising event was held on March 9th. Over \$9,000 in sponsorships were raised and tickets to the event sold out.

e. Emerald Ash Borer Mitigation Plan

Mr. Jensen stated that the purpose of this plan is to prevent the spread and mitigate damage of the insect Emerald Ash Borer on trees on public land in the city of Fridley. A proactive approach to ash tree management will include the preemptive removal of ash, beginning with the lowest quality trees. This program will take place over five years beginning in 2018, and after the initial five year phase, another inspection will be done.

Mr. Jensen further stated that phase one of the removal process will include removing ash trees declining in health and healthy trees will be systematically assessed. During phase two, replacement trees will have the opportunity to grow and create a new canopy to replace the gaps left by ash trees. The aim of phase one and two are to spread the costs and labor of ash removal over the course of many years with providing replacement trees with the opportunity to reestablish an urban canopy.

f. West Moore Lake Trail Adopted- 2/12 public hearing

Mr. Jensen stated that a decision has been made regarding the West Moore Lake Drive Trail. After several meetings the City has decided that the proposed trail to the west side of the street from Medtronic Parkway to 61st Avenue was the best option. There will now be a continued loop with a trail system around Moore Lake, and construction will start this summer.

2. NEW BUSINESS

a. Pollinator Friendly Fridley-Resolution

Ms. Workin stated that the Environmental Quality and Energy Commission indicated a priority to adopt a policy to be a Pollinator Friendly Community.

Ms. Workin further stated that pollinators, especially bees are in decline. There are many different factors that may cause this, but one big factor is habitat loss and poor nutrition. Another key factor is the use of pesticides.

Ms. Workin stated that there is a lot the City of Fridley has done to become more pollinator friendly. Recently, residents were able to purchase a license to raise honey bees; Springbrook Nature Center has a great wildlife pollinator habitat; and the Parks Department have installed native plantings in the City.

Ms. Workin further stated that the EQEC has requested the City cement this policy with a pollinator friendly resolution. Our priorities for being a pollinator friendly city include: Increasing planting pollinator foliage; be strategic in how we use pesticides; and increase education and awareness.

Mr. Ackerman asked where they city buys pollinator friendly plants.

Mr. Jensen stated that plants are purchased at Gertens and Bachman's.

Mr. Mitchell asked where the patch is going to be displayed.

Mr. Jensen stated the pollinator patch will be visible from trails and will have information to educate the public on pollinators.

MOTION by Mr. Ackerman, seconded by Ms. Larson, to approve the Resolution No. 2018-0 designating Fridley as a pollinator friendly city.

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

b. Commissioner Disclosure

Ms. Dahl stated that each year the Commission members must complete a Public Disclosure Statement.

Ms. Dahl asked the Commission members to sign and return the statement.

c. Springbrook Nature Center Pavilion Update

Ms. Dahl stated that Mike Maher and Malcolm Mitchell will provide a status update on the process to design and fund a new picnic pavilion for Springbrook Nature Center.

Mr. Maher stated that the current picnic pavilion is badly deteriorated and doesn't meet the needs or reflect well on Springbrook or the Park System. We are looking to purchase a pre-engineered structure from Cedar Forest Products, and the design may include restrooms, an activity room, seating, concessions and storage. Depending on the options selected, the expected budget is \$300,000-\$360,000. The location of the new pavilion will be in the same area of where the current pavilion is located.

Mr. Maher further stated that if the new pavilion included an activity room that it would provide a beautiful space for community gatherings, house summer camp activities, expand learning and gathering spaces for schools and scout groups, enhance Pumpkin Night in the Park, and provide up to \$10,000 of revenue per year.

Mr. Maher stated that the next step is to finalize options and a floor plan and then have renderings produced. Once that is complete we will be able to get estimates from construction companies.

Ms. Larson asked who would be responsible for making repairs to the new pavilion.

Mr. Maher stated that the Parks Department or an outside contractor would make any repairs, similar to current practices.

MOTION by Ms. Larson, seconded by Mr. Ackerman, to support the Springbrook Nature Center with the construction of a pavilion and activity center and for the City to participate in all fundraising efforts moving forward.

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

d. FYSA Memorandum of Understanding/Compliance

Ms. Dahl stated that Margo and Cleve have provided the Commission with the Memorandum of Understanding. This memorandum is given to the Fridley School District and the Fridley youth sports organization. With implementation of this memorandum of understanding we hope to hold the sports groups more accountable for completing items necessary to run safe sports leagues.

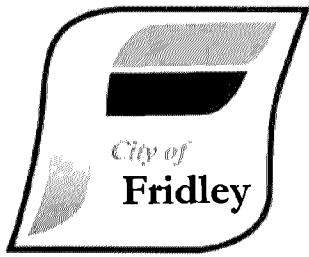
MOTION by Mr. Ackerman, seconded by Ms. Larson, to approve the Memorandum of Understanding/Compliance dated February 28, 2018.

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

3. ADJOURNMENT

MOTION by Mr. Ackerman, seconded by Ms. Larson, to adjourn the March 5, 2018 meeting at 8:40 p.m.

UPON A VOICE VOTE, ALL MEMBERS VOTING AYE, CHAIRPERSON HEINTZ DECLARED THE MOTION CARRIED AND THE MARCH 5, 2018 MEETING ADJOURNED.



UPDATE

March 2018

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Commission Appointments

Council approved extension of terms for Greg Ackerman and Dave Kondrick.

'49er Days 2018

The Lion's parade is scheduled for Thursday, June 14th. Due to construction at the schools, staging for the 49er Day parade will include a section of 7th Street between 58th-61st Avenues this year. This section of 7th Street will be closed in both directions beginning mid-afternoon until the end of the parade.

Software Conversion Begins

Staff has been working on the initial phases of software implementation (Perfect Mind). We were informed that the estimated date of launching the program will be delayed till later in the fall and likely after the move to the new Civic Campus.

Now Hiring

Staff is hiring for summer seasonal workers in parks and recreation and in our public works summer crews. Spread the word to folks who might want a summer job, additional income or like being outdoors. Apply on the City's website: www.fridleymn.gov

Park Maintenance Meeting and Parks Master Plan

City Manager Wally Wysopal, Jeff Jensen from Public Works/Parks/Streets, Jon Lennander and Brandon Broadhag from Engineering and Deb Dahl met to review the plans on the Moore Lake Project. After considerable discussion and concerns for a number of environmental impacts it was agreed to suspend the project. City Manager Wysopal asked staff to look at preparing a comprehensive master plan related to park maintenance, improvement, development along with funding and timetables. Staff will be developing a project team assigned to systematically review goals and create the plan and will keep the commission apprised of its progress.

Debbie's Contact Information

Due to limited office space in the City Manager's area, Debbie's office is now located in Jack's office and will use Jack's phone number: 763-572-3575.

Picnic Pavillion/Activity Center

Following the last Park & Rec Commission meeting, staff received information about a \$300,000 grant available at the Minnesota Department of Natural Resources. Jeff Jensen did some initial research and believed it to be a good fit, however, the deadline for the grant was March 30, 2018. The grant requires a \$150,000 match from the City. Staff received approval from the City Manager to pursue the grant and allow for the matching funds to be reallocated from the Capital Improvement Program originally earmarked for Moore Lake improvements. The SNC Foundation Development Committee agreed and offered support in preparing the grant. The grant application required City Council approval as well as a reallocation of Moore Lake CIP improvements. Mike Maher presented the project to the City Council on March 26th and Council was unanimous in their support of the project and grant application. Grants will be awarded in June.

Mark Your Calendar!

April 28 – Town Hall Meeting – 10 a.m. Fridley Community Center – Commission members invited to participate. Park and Recreation will be a topic covered at the meeting.

May 5 - *Fun Fair & Fix it Clinic* - 10 a.m. - 2 p.m. at Springbrook Nature Center.

May 12 - Recycling Drop-off and Free Paper Shredding - 9 a.m. - noon in Blaine.

May 12 - *Touch-A-Truck* at the Fridley Community Center 10a.m. - noon sponsored by Fridley Early Childhood & Family Education Parent Advisory Council.

Soccer Fields

Staff has been receiving increased demands for soccer fields. Cleve has been working with Jeff Jensen and Parks staff to work on creative options to accommodate all ages which has presented some challenges to satisfy demands/needs.

Summer Brochure

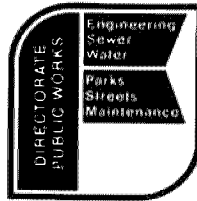
The summer activities brochure is currently in production and we hope to begin registration late soon for recreation activities. Registration for SNC nature camps is currently underway.

New Civic Campus

Staff are progressing with plans to move into the new City Hall by mid-November. Public Works will be moving in June. Sue Johnson is on the leadership team to help staff organize and prepare for the move.

Spring Break Trips

Margo was busy during March 26-30 with spring break trips to a variety of locations. There was a trip scheduled each day with a different theme for each. We had 25 - 40 kids each day!



MEMORANDUM

TO: Parks and Recreation Commission

FROM: Jeff Jensen, Operations Manager-Streets and Parks

DATE: March, 2017

SUBJECT March Parks Report

The Park Department has been continuing cutting down trees, trimming trees and removing stumps in our parks. We are repairing damage to all hockey rinks, benches and goals. We have been cleaning University avenue corridor for a few days and should finish with a few more. We have been trying to locate new soccer fields as we are losing the fields from Locke Park. We moved all equipment outside our fence at our shop and emptied out half of our buildings and lost half of our lot again. We now have to empty the rest of outside buildings and move somewhere else so this project will take a couple of weeks to complete. These changes are required for contractors to complete utility work so we can move into new building in the beginning of June.

Jej:jej

Springbrook Nature Center Report for April 2, 2018 Meeting



- Staff is working with Split Rock Studios on an exhibit funded by Xcel Energy about water use. The exhibit will educate visitors about where drinking water comes from, water conservation and recycling. Installation is expected in April.
- The Springbrook Nature Center Foundation held the annual Springbrook Spree fundraising event March 3rd. After expenses, about \$18,000 was raised for the nature center, including funding a future picnic pavilion. Additional donations and grants received by the Foundation include a \$1,200 contribution by the J.J. Taylor Companies and \$4,800 by the International Paper Foundation.
- Springbrook staff continues to work alongside the Springbrook Nature Center Foundation on funding a picnic pavilion for Springbrook, a grant application to the MN DNR for \$150,000 has been submitted and awards will be granted in June. City Council approved a resolution in support of the application on March 26th. CIP funds allocated to projects not moving forward have been identified to provide a grant match if approved.
- April will be a busy month at Springbrook with 70 environmental education programs scheduled along with 15 facility rentals.
- Springbrook Staff is working in partnership with the City of Fridley planning department and Anoka County 4H to plan an environmental fun fair to be held at the nature center on Saturday, May 5th.
- Springbrook is wrapping up hiring 3 seasonal naturalists to work with our summer camp program. Registration is open for our popular summer camps that will run for 11 weeks in June – August with 250 registrations competed to date.
- Work is being done to determine the best approach to address damage to the interpretive center due to woodpecker damage. An insurance claim has been filed with the League of Minnesota Cities and quotes for repair work are being evaluated.
- Progress is being made to complete installation of delayed play equipment in the Springbrook nature play area. Much of the equipment is being stored at the nature center awaiting installation. We expect this amenity to re-open May 1st.
- Springbrook Staff will be working over the coming weeks along with Recreation staff to set up a new recreation software called Perfect Mind. It will provide an easy to use interface for the public to sign up for programs online and has many nice features to streamline or registration process, provide point of sale capabilities and online ticketing for events.



March 19, 2018

Mike Maher, Director
Springbrook Nature Center
100 85th Ave. W.
Fridley, MN 55432

Dear Mr. Maher and Fridley Parks & Recreation Commission,

The Firefly Sisterhood is a 501(c)3 nonprofit organization that exists to bring light to the emotional journey of breast cancer by making brilliant, one-to-one, highly personalized connections between women recently diagnosed with breast cancer and inspirational survivors (Guides).

"Sure, I had some dark moments – which only another woman who fought cancer would understand—but I knew I could reach out to my Firefly Guide at any time for support and encouragement." — Firefly Program Participant

Every woman facing breast cancer who reaches out to Firefly receives free, individualized attention, regardless of her health system or her diagnosis, age, and/or life experience. As for the Firefly Guides, all are breast cancer survivors who have gone through a screening process that includes a background check, personal interview and peer-mentor training.

"When I found Firefly . . . it was GOING to be the way for me to give back and turn the negative into a positive. . . . Through supporting a newly diagnosed woman, I am given the wonderful opportunity to help her, and unbeknownst to her, she's given me the opportunity to process my own journey through diagnosis and treatment, which is something I didn't know I needed until I experienced it." — Firefly Guide

In June, Firefly would like to train Fridley-area breast cancer survivors as volunteer Guides for our one-to-one matching program. We are asking the City of Fridley Parks and Recreation Commission to waive the fee for a Firefly Guide Training at the Springbrook Nature Center in June. With 1 out of every 8 women being diagnosed with breast cancer over the course of their lifetime, you or someone you love may have experienced this diagnosis or will be hearing "You have breast cancer," in the near future. Please help us ensure our program is available to them by allowing us to train Guides in your area.

A request has currently been submitted for dates in June for this Firefly Guide training. Attached is our nonprofit designation letter. We look forward to hearing from you.

Hope. Connect. Shine!

Kris Newcomer
Executive Director, Firefly Sisterhood

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Fridley, MN 55432
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