

**WEDNESDAY, MAY 15, 2019  
RECREATION& PARKS ADVISORY COMMISSION (RPAC)  
MINUTES**

**6:00 – 6:30 Tour of Maintenance & Operations Facilities**

- 1. The Recreation & Parks Advisory Commission meeting was called to order by Chairperson Monica Dillenburg at 6:35 p.m.**

Chairperson Dillenburg announced that Eric Peterson had resigned due to time restraints. The City will post the opening and he will be replaced with someone from the East District.

Since there were a number of guests at the meeting, along with new Commissioners, in lieu of roll call each person present at the meeting introduced themselves and explained their role as a Commissioner, City employee or guest.

**Commission Members present:**

Monica Dillenburg, Central (Chair)  
Mark Nolen, At-large (Vice Chair)  
Dwain Erickson, West  
Deb Everson, At-large  
Colleen Groebner, At-large  
Aslam Tajim Hayat, At-large  
Francis Killen, At-large  
Cindi Matthew, Central  
Christy Sandberg, East  
Jane Wilson, West

**Commission Members absent:**

Lang Vang, At-Large  
Carol Vosberg, Planning Commission Liaison  
Susan Pha, City Council Liaison

**Brooklyn Park Staff present:**

Jody Yungers, Director Recreation and Parks  
Greg Hoag, Parks and Buildings Manager – Operations and Maintenance  
Jeanine Machan, Program Assistant  
Dan Ruiz, Director of Operations & Maintenance  
Chris Sullivan, Field Supervisor – Operations and Maintenance

**Guests:**

Robert Bozovsky, Member with Metro Bowhunters Resource Base  
Larrisa Mottl, Ecologist with Stantec

- 2. OPEN FORUM-PUBLIC COMMENT AND RESPONSE**

N/A

- 3. APPROVAL OF MAY 15, 2019 AGENDA** - Agenda was amended; Item 7 Action Item – Annual Report on Deer Hunt and Item 9 – Discussion Items; (A.) Draft Natural Resource Management Plan review and (B.) River Park Stormwater Management Plan, were moved forward to accommodate our guests. New location on the agenda is Item 5 and 6 respectfully.

**Motion to accept and Approve the May 15, 2019 Agenda as amended: Motion, Commissioner Erickson; Second, Commissioner Nolen. Motion unanimously approved.**

**4. APPROVAL OF MINUTES FROM APRIL 17, 2019 MEETING**

Comment: Director Yungers announced that the minutes contained the pertinent information from the April 17, 2019 meeting and that a recorded transcript of the entire meeting is on file at the CAC building.

**Motion to accept and Approve of the April 17, 2019 Minutes: Motion, Commissioner Wilson; Second, Commissioner Hayat. No further discussion. Motion unanimously approved.**

**5. ACTION ITEMS**

**5.A ANNUAL REPORT ON DEER HUNT/RECOMMENDATION FOR 2019 FALL HUNT**

Director Yungers gave a brief historic context to the purpose of the Controlled Deer Hunt program. The Deer Management Plan (program) began in 2011 with the purpose to control the herd size that is ecologically sustainable in a suburban community. Director Yungers introduced Robert Bozovsky, volunteer with Metro Bowhunters Resource Base (MBRB). Bob explained the process used to determine the location of where the hunts occur and also how a bow hunter qualifies for a hunt license in the City. Specifically noting that all hunters must pass a performance test and participate in hunter training to be eligible to hunt within the City.

Director Yungers noted that the material packet includes the results of the aerial deer count survey in Brooklyn Park / Brooklyn Center. The results of the 2019 survey shows an increase in the herd, with a total of 171 deer, which is substantially higher than the result of the 2018 aerial survey identifying 118 deer. The 2018 hunt culled 20 deer from herd.

Director Yungers also provide a summary report (provided by the Police Dept.) which shows the number of yearly car accidents that are related to deer. Incidents in 2018 were 48 compared to a high of 70 in 2015.

Included with the recommendation report were the following documents: 2018 Deer Hunt Results, Summary of 2011-2018 Deer Hunt Results, 2019 Aerial Deer Counts, 2014 – 2018 Deer / Vehicle Incident Report, Deer Hunt Zone Maps.

If recommended by RPAC and approved by City Council, the proposed dates for the 2019 deer hunt are:

- September 30, October 1st and 2nd - all locations

- October 28, 29 and 30 – all locations
- November 11, 12 and 13 – all locations other than CRDRP

Discussion:

Commissioner Hayat asked how the aerial survey was done? Director Yungers responded it is done by helicopter. Commissioner Hayat asked what is the optimum population of deer? Bozovsky responded that the number is 30 – 40 per square mile however, some of these areas are too small to sustain this numbers.

Commissioner Nolen asked if hunters have to go through training on an annual basis? Bozovsky responded that the hunters do have to go through the training once conducted by the State to receive their hunters certificate. In addition, annually the hunter must qualify by shooting a 5 out of 5 arrows into a 7” circle at 20 yards target test in order to hunt.

Commissioner Sandberg asked if there is an age requirement. Bozovsky responded that they must be over 18 to participate and persons over 60 are the only persons that can use a crossbow.

Greg Hoag, noted a correction was needed to the RPAC report to include Zone 10 Greenhaven Park in the 2019 hunt locations.

**Motion was made to accept the 2018 DEER HUNT RESULTS AND AUTHORIZE the 2019 MANAGEMENT PROGRAM and APPROVE the AGREEMENT WITH THE METRO BASED BOWHUNTERS TO CONDUCT THE 2019 HUNT: Motion, Commissioner Nolen; Second, Commissioner Hayat. No further discussion. Motion unanimously approved.**

## 6. DISCUSSION ITEMS

**DRAFT NATURAL RESOURCE MANAGEMENT PLAN (NRMP) REVIEW** - Director Yungers introduced Larrisa Mottl, Ecologist with Stantec, a Natural Base Consulting firm that the City has contracted with to conduct the Natural Resource Management Plan.

Director Yungers also stated that Commissioners were emailed the Executive Summary in advance due to the size of the Plan and that each Commissioner was provided a full Document to take and review before the June meeting. The purpose of the presentation by Larissa Mottl, was to give a broad overview of the plan and to ask for Commissioner’s feedback on the goals and priorities in the Plan. Director Yungers further noted that the Plan will be posted on the City website for public review and feedback. This feedback will be brought back to the Commission next month along with staff asking for a vote to accept the plan and recommend the Plan and to forward to City Council for approval.

Larissa highlighted the following sections within the Plan:

- Plan Goals and purpose of the Plan
- Community Engagement Process
- How we decided what park areas to proactively manage
- Priorities within the Park System

- Best Practice in Natural Resource Management
- The Plan and associated budget

The NRMP, identified 27 parks within the Park System that have significant natural areas that should be pro-actively managed. Of these, 26 were field evaluated.

- For the 27 parks identified as priorities for shorter-term (within 10 years) financial investment, there were three categories: (1) reinvestment parks slated for re-development that have significant natural areas, (2) parks with significant natural areas, and (3) community gathering spaces with significant natural areas.
- The 10-Year Plan focuses on 15 of the 27 priority parks for reinvestment including Bass Creek, Brookdale Park, Community Activity Center Pond, Eidem Historical Farm, Hartkopf, Mississippi Gateway Regional Park/Environmental Nature Area, Norwood, Oak Grove, Orchard Trail, Palmer Lake Nature Area, River Park, Schreiber Woods, Village Creek, Waite Park East, and Waite Park West.
- There are two different implementation plans provided in the NMRP. The 10-Year Plan focuses on 13 priority parks for more immediate investment. For the 10-Year Plan, cost estimates assume that the city forestry crew and volunteers will be able to implement some of the tasks. The 30-Year Plan includes all 27 of the NRMP parks and provides cost estimates assuming that all work is done by an outside source. Both Plans have cost analyses that breaks out 3-year and 10-year cost estimates and itemizes some tasks such as prescribed burns.
- The overall estimated cost to implement the full Plan of projects for the complete 30-year list is \$5.6 million. The overall estimated cost to implement prescribed projects and associated tasks for the priority parks in the 10-year plan is \$3.4 million.
- The 10-year Implementation Plan is provided for prioritizing financial investments over the shorter term and assumes that some of the activities can be completed by the Parks Operations and Maintenance Division forestry crew. Currently, the crew has multiple functions including forestry, natural resources, and implementing the city's Emerald Ash Borer (EAB) Management Plan.
- Brooklyn Park's Capital Improvement Plan, through its Heritage Fund, provides limited funding for those activities. Currently the City relies on contractors to assist with larger-scale woody invasive plant removal projects, native seeding (like prairie plantings), prescribed burns, and stream restoration projects.
- The City's Environmental Nature Area natural resources management plan will be addressed separately through the City's Joint Powers Agreement with Three Rivers Park District for the Mississippi Gateway Regional Park.

Director Yungers asked the Commissioners to respond to two questions:

- Does the RPAC agree with the priority activity areas?
  - Chairperson Dillenburg asked how the controlled fire is done? Mottl responds that within the plan are specific guidelines to best practice controlled fire management.
  - Commission Everson asked if trying to do 13 parks was too many? Director Yungers responded that it is a 10-year plan and that plan activities can be combined in the various parks to be done at the same time such as buckthorn removal. These 13 are the parks that we want to be proactive.

- Chairperson Dillenburg asked what kind of volunteers are being considered? Director Yungers responded that we don't have a very strong volunteer force in our community. We don't have a Volunteer Coordinator for the City, which could be the reason for the lack of volunteers. A couple of ways to do this are (1) contract work out to other organizations such as Sentence to Serve and (2) working in conjunction with Brooklyn Park businesses that would like to do community service projects. One problem with this is most volunteers generally want to work on the weekend. That would require City Staff to work as supervision and guidance.
- Commission Erickson asked what kind of vegetation is being considered in the restoration and if climate change is being considered? Mottl responded that restoring the areas to what they were before cultivation would be the best choice for the long term. Mottl emphasized Appendix B in the Plan – Native Vegetation Establishment and Enhancement Guidelines that the Commissioners should read.
- Commissioner Groebner asked how the parks were chosen for the 10-year plan, was it objective or subjective? Director Yungers responded that is a combination of both. Parks Hartkopf and Lakeland are part of the Master Plan of the Parks, so they are not part of the 13. However, they are still considered priority. Village Creek was tapped because of its proximity to the community development and that it is being considered sort of as a hub to economic development that is going on in that area. Beautifying that area will enhance that community development. River Park and Mississippi Gateway are because they are on the river. The rest were because they are substantial natural areas. Also, these parks have a great diversity and that will help with obtaining grant funding.

Director Yungers explained the funding and timeline of the NRMP.

Funding:

- Heritage Fund – \$25,000/year.
- The Bond Referendum – allocated \$500,000.
- In addition, would be Grants – (Stormwater, Legacy Heritage and General Park Development).

NRMP Timeline:

- May 15 – Overview of the Plan to agree to general priorities and tasks in the Plan
- May 16 – Draft Plan to City Website for Public Comment (social media blasts)
- June 19 – presentation of public comment to RPAC and Approval of the Plan
- July 8<sup>th</sup> – City Council Presentation of NRMP and Approval
- Fall of 2019 begin implementation of the Plan

Director Yungers ended by saying if the Commissioners had any questions before the next meeting to forward to her and she would forward to Mottl for answers.

- B. **RIVER PARK STORMWATER MANAGEMENT PLAN** – Director Yungers reminded the Commission that at the last RPAC meeting there was a lot of discussion around the River Park Storm water Management Plan, and noted that the

River Park Master Plan did not have the final results of the study done by the consultant. RPAC was given a copy of the Storm Water Plan that was included as an appendix to the River Park Master Plan when presented to City Council for approval. As was indicated at the meeting there was 4 options and the final plan would be based on the River Park Stormwater Management Plan suggestion in cooperation with the decision by the permitting agencies.

## 7. GENERAL INFORMATION - PRESENTATIONS

- A. **PARK MAINTENANCE ANNUAL REPORT** – Greg Hoag, Parks and Buildings Manager within the Operations and Maintenance (O & M) Division presented the Park Operations Annual Report.

The report included:

- An overview of the Relationship between Parks and Recreation Department and O & M
- How Park Operations and Maintenance fits within the primary functions of O & M Department
- How the Recreation and Parks Department work across Divisions
- Primary Functions of the Parks and Forestry Operations Divisions
  - The Park Maintenance Division is responsible for all maintenance activities in the parks, boulevards and medians throughout the city;
  - Forestry Division maintains all publicly owned trees estimated at 85,000 and grounds maintenance for all public building locations.
- Building Maintenance Division maintains all City buildings; City Hall, Police, Fire etc.
- Staffing for Parks only is 20.6 full time and 10.5 seasonal. We have over 2000 acres in parks that are maintained. That number includes non-developed acres that we are responsible for.

Commissioner Comments and Questions:

- Commissioner Erickson ask if there was a schedule or Gant chart that shows how the Park Bond dollars are to be spent on these different projects. Director Yungers responded that there is a Phase I and Phase II Park Bond Project Chart that would be given to the Commissioners. We are starting to sell the Bonds as of this week of \$4.5M dollars. There will be a plan laid out over the next 10 years of when / how the Park Bond dollars will be spent. This plan will be shared with the Commissioners as part of the Park Bond Project update in June.

## 8. OLD BUSINESS

- A. FOLLOW UP ON CITY COUNCIL / COMMISSION ACTION

- **Follow up to commissioner Everson on agency stakeholder participation for River Park Master Plan and letters of support** – Director Yungers shared that typically if there is a request from one Commissioner for information that the City policy is to share with the entire Commission.

Therefore, each of you should have received a copy of the information provided to Commissioner Everson related to who was in attendance at the River Park Stakeholder meetings.

- **Approval of River Park Master Plan** - Director Yungers reported that the City Council approved the Plan with a vote of 6 to 1.
- **Approval of Joint Powers Agreement Osseo Schools District for dome/lights project** - Director Yungers reported that the City Council approved the Agreement with a vote of 7 to 0.
- **Approval of professional service agreement with Simplar Institute** - Director Yungers reported that the City Council approved the Agreement with a vote of 6 to 1.
- **Professional Service Agreement for Interpretive Plan for Eidem Farm**- Director Yungers reported that the City Council approved the Plan with a vote of 7 to 0.

## 9. WRITTEN REPORTS

- A. PARKS AND FACILITIES PROJECT UPDATES
- B. PROGRAM AND EVENTS UPDATE
- C. DIRECTORS REPORT
  - YOUTH IN CITY GOVERNMENT
  - YOUTH TOBACCO REPORT
  - UPDATE ON OLD HENNEPIN COUNTY LIBRARY
  - MISSISSIPPI GATEWAY REGIONAL PARK/ENVIRONMENTAL NATURE AREA JOINT POWERS AGREEMENT

Chairperson Dillenburg asked if there were any questions regarding the written reports that were included in the packets. No questions.

## 10. VERBAL REPORTS AND ANNOUNCEMENTS

- A. UPDATE ON PARK BOND PROJECTS – Discussions were already held under other agenda items.
- B. CAC ALCOHOL CATERING POLICY – Director Yungers reported that we have worked with the City Attorney regarding the new Open Catering Policy which would allow more access. The new policy will allow potlucks rather than the requirement to using the preferred caterers. We will continue to go with our five preferred liquor license providers.
- C. COMMISSIONER UPDATES - None
- D. CITY PLANNING COMMISSION UPDATES – No Report
- E. KEY TOPICS FOR DISCUSSION AT THE NEXT RPAC MEETING
  - ANNUAL PARK TOUR – JULY 17, 2019 – Director Yungers reported that the tour will include site visits to the Park Reinvestment Projects locations slotted for phase one of the projects supported by the Park Bond Referendum.
- F. KEY DATES FOR FUTURE MEETINGS
  - JOINT CITY COUNCIL AND COMMISSION MEETING – AUGUST 5, 2019 – Director Yungers reported that this is a mandatory meeting for all Commissioners. This will most likely be our August meeting.

- Additionally, in July we start to work on Budgets. Director Yungers reported that upcoming will be discussions on all of the budgets that are completed in September.

#### 11. OTHER ITEMS BY COMMISSION

- A. Commissioner Everson attended the Issacs Walton League meeting and reported the residents who own river property are concerned about the extreme erosion that is happening on the River on their own properties. They are looking for a residential guideline so that as River Park is improved on the shore line the residents would like to use these same guidelines on their own properties with money through grants or their own money. They have asked that when Director Yungers meets with the stakeholders of the River Park project to help facilitate the interaction. Director Yungers reported that within the City's Planning Division, they would be the ones that work with residents within the communities who live on lakes and rivers with their concerns of shorelines. There are City ordinances that private citizens must follow.
- B. Commissioner Nolen asked how the construction project for the 2<sup>nd</sup> level at Edinburgh was going? Director Yungers replied that on June 6<sup>th</sup>, between 4 to 7:00pm will be the Grand Reopening that will showcase the back patio, the upstairs ballroom as well as the landscaping. The Commissioners will receive invite only. Public Open House will be June 11<sup>th</sup>.
- C. Director Yungers presented Chairperson Monica Dillenburg with a Certificate of Appreciation for her contribution towards the BP2025 Goals. Director Yungers presented Commissioner Mark Nolen with two Certificates of Appreciation for his contributions towards the BP2025 Goals; and a certification of recognition for his leadership on the Get Out The Vote Committee.
- D. Commissioner Sandberg stated that she had heard rave reviews from participants who had attended the Mayor's Open House State of the City event. Director Yungers reported that the Mayor has scheduled 38 events in one week including schools with young people.
- E. Director Yungers reported that on Friday, May 17<sup>th</sup> the Metropolitan Council Executive Committee along with the Parks and Trails Commission of the Metropolitan Council will be touring the Mississippi Gateway. They are the funding decision makers for future bonding within the Regional Parks System. It is our hope that they will be putting the Mississippi Gateway into their funding package next year.
- F. Commissioner Killen asked why the goal posts were removed from the soccer fields? Greg Hoag, Parks and Buildings Manager responded that technically Noble is still closed for maintenance. Any goal posts down at other parks are only because Operations and Maintenance has not gotten there yet to put them back up from the winter.

**Motion was made to adjourn the meeting; Motion, Commissioner Nolen; Second, Commissioner Sandberg. Motion unanimously approved. Meeting Adjourned at 9:01 pm**