

WEDNESDAY, JULY 18TH, 2018
RECREATION & PARKS ADVISORY COMMISSION (RPAC)
MINUTES

- 1. The Recreation & Parks Advisory Commission meeting was called to order by Chairperson, Monica Dillenburg. 6:34p.m.**

Commission Members present:

Kimberly Carpenter, Central
Dwain Erickson, West
Monica Dillenburg, Central (Chair)
Cindi Matthew, At-Large
Deb Everson, At-Large
Jane Wilson, West
Carol Vosberg, Planning Commission Liaison
Christy Sandberg, East
Eric Peterson, East
Terry Parks, City Council Liaison

Commission Members – absent:

Mark Nolen, At-Large (Vice Chair)
Lang Vang, At-Large
Aslam Tajim Hayat, At-Large

Brooklyn Park Staff:

Brad Tullberg, Parks and Facilities Manager
Jody Yungers, Director of Recreation and Parks
Michelle Margo, Recreation Service Manager
Greg Hoag, Parks Superintendent, Operations & Maintenance

- 2. OPEN FORUM-PUBLIC COMMENT AND RESPONSE-N/A**

- 3. APPROVAL OF RPAC JULY 18th, 2018 AGENDA**

Motion to accept approval of the July 18, 2018 Agenda: Motion, Commissioner Kimberly Carpenter; Second, Commissioner Cindi Matthew. Motion unanimously approved.

- 4. APPROVAL OF RPAC JUNE 20th, 2018 MEETING MINUTES**

Motion to accept Approval of June 20th, 2018 Minutes: Motion, Commissioner Jane Wilson; Second, Commissioner Cindi Matthew. Motion unanimously approved.

- 5. GENERAL INFORMATION – PRESENTATIONS-N/A**

- 6. OLD BUSINESS - FOLLOW UP ON CITY COUNCIL ACTIONS**

- SENIOR CENTER PETITION

Director Yungers provided RPAC members with a copy of the petition titled “Petition to Establish a Senior Center in Brooklyn Park MN”. The petition summary and background included the following “The Community Activity Center (CAC) doesn’t have a dedicated area for senior wellness. Senior fitness classes are often cancelled, meetings take precedence, and parking can be limited. The fitness spaces are very crowded.” The Action requested on the petition included the following,

“We, the undersigned, are concerned citizens who urge our leaders to act now to establish a stand-alone senior community activity center which would house separate space for fitness equipment, fitness classes, a senior resource center and a multi-use area.

Commissioner Comments:

- Commissioner Kim Carpenter asked whether we can dedicate space within the CAC with future investment for the improved lobby area. She wants to see us follow up on a conversation with those that signed the petition, prior to going to vote for the community. Director Yungers indicated that this will be an important group to educate on the bond referendum, if this is the will of the City Council.
- Councilmember Terry Parks noted his support of the petition and noted if he was aware of the petition that he would have been the first to sign. With our aging population we need to provide the opportunity for this portion of our community to stay connect to City services and provide ways to keep them active and healthy.
- Commissioner Christy Sandberg commented that we need to have mixed use goals, she was concerned that we dedicate space for just one user type and that our goals should be to provide space that has a multifunctional use, but supportive of expanding and providing this mixed-use space that could be used by the 55+ community.

Since the petition was brought to the City Council for acceptance on June 25, 2018, there was no needed action of the Commission.

7. ACTION ITEMS

- PRESENTATION AND ACCEPTANCE OF EIDEM HOMESTEAD MASTER PLAN

Brad Tullberg presented an overview of the goals for development of the Eidem Farm Master Plan, which includes the following:

1. Develop a mission and vision statement for Eidem Homestead
2. Develop an Interpretive Plan for programs and self-directed interpretation
3. Develop a plan for the 19-acre site that supports the vision, programs, interpretive plan, and facilities resulting in an enhanced visitor experience and sparks new partnerships with public and private entities, in particular the Brooklyn Historical Society

Mr. Tullberg provided a summary of activities including community engagement process, community feedback on existing conditions of the Eidem Farm and the priority goals and recommendations of the Eidem Farm Master Plan. Mr. Tullberg also shared priorities identified within the Plan including several program and interpretative opportunities to enhance the experience, along with facilities needed to support programs and improve the user experience. The plan also includes recommended phased Capital Improvement Plan for the 19-acre property. A few highlighted considerations:

- The Plan recommends re-naming the site to provide a consistent title for the site, capturing the history and farming aspects of the property. Renaming “Eidem Homestead” to “Historic Eidem Farm” to more accurately reflect the broader goal to “Nurture our Roots and Grow our Future.”

- Maintenance of the existing historic home and support buildings will require regular reinvestment from the Heritage fund.
- The Park System Plan Reinvestment Models have tentatively identified \$1.5M for the implementation of the first phase of facility upgrades and interpretative programs identified in the Eidem Homestead Master Plan.

MOTION MONICA DILLENBURG, SECOND JANE WILSON, TO ACCEPT THE FINAL DRAFT OF THE EIDEM HOMESTEAD MASTER PLAN AND FORWARD TO CITY COUNCIL FOR APPROVAL. MOTION UNANIMOUSLY APPROVED.

MOTION MONICA DILLENBURG, SECOND CINDI MATTHEW, TO RECOMMEND TO CITY COUNCIL TO RENAME EIDEM HOMESTEAD TO HISTORIC EIDEM FARM AND FORWARD TO CITY COUNCIL FOR APPROVAL. MOTION UNANIMOUSLY APPROVED.

MOTION MONICA DILLENBURG, SECOND CINDI MATTHEW, TO RECOMMEND AN APPROPRIATION OF \$1.5 MILLION FOR THE ADVANCEMENT OF THE FARM MASTER PLAN WITHIN THE PARK BOND REFERENDUM TO HELP LEVERAGE FUTURE GRANT APPLICATIONS. MOTION APPROVED BY A 7-1 VOTE.

Comments:

- Commissioner Dwain Erickson thought that we are trying to do too much within the Plan. He liked that the Plan is concentrating on certain time frame w /one farm exhibit. He further noted that the Plan is necessary to inform future grant applications and the appropriated money will be necessary for grant match.
- Commissioner Kimberly Carpenter opposed the Farm as a priority for the City.

8. WRITTEN REPORTS

The following reports were included in the RPAC Packet:

- PARK SYSTEM PLAN UPDATE-
 - JULY 30TH, 2018 COUNCIL WORK SESSION- COMMUNITY POLLING RESULTS/BALLOT
Director Yungers shared that on Monday, June 4, 2018, staff met with City Council in a Work Session to discuss next for the Park Reinvestment Plan and Aquatic Facility. A majority of the City Council reaffirmed their interest in moving forward in putting a Parks Referendum on the November 6th ballot.

Director Yungers encouraged RPAC members to attend the July 30th Special Work Session with City Council for which the Trust for Public Land will be sharing the results of the community polling. They will be presenting their recommendations to the City Council on what language they would put on the future bond referendum ballot. Trust for Public Land community polling should assist Council in confirming park system priority reinvestments and the community's willingness to pay for those investments.

- PARKS AND FACILITIES PROJECT UPDATES:
Brad Tullberg and Greg Hoag gave a brief overview on the parks and facilities project list:

- The 2018 playground rehabilitation projects will include painting of several playgrounds throughout the City. This will help extend the use full life of the playgrounds. The contractor has started this year's project and should complete the project by the end of July.
- EAB Update – Following the detection of Emerald Ash Borer (EAB) in the central part of the City in August of 2017, this spring additional trees have been found within the City. An RFP for treatment of both public and private trees has been is currently being advertised with proposals due on July 24.
- Edinburgh has treated 225 Ash trees this summer. Treatment lasts two years. Staff will be removing another batch of trees on the back nine this Fall/Winter. We will be having a Edinburgh Neighborhood meeting on August 14th to discuss the tree removal and Emerald Ash Borer plan around the golf course.
- Other projects planned for 2018 include on-going Activity Building Rehabilitation and Reconstruction of the Trails at Southbrook Park.
- Miller Dunwiddie has completed the Master Plan for Eidem Homestead. The final plan will be presented to City Council at a workshop on July 9 and at a regular City Council meeting on July 23rd, 2018. The plan will be presented at the July RPAC meeting.
- The excavation and waterproofing of the exterior walls of the Gardenview Room is complete. The next phase will be to tile the bathroom walls to cover damage done by the moisture intrusion. This work will take place in the Fall and will be coordinated with the replacement of the carpeting.
- Staff is working with the Minnesota National Guard to revise the shared use agreement for the Armory Gym and Classroom. The gym will be back in use July 16th.
- Staff has engaged with Wold Architects to develop plans and specifications for adding air conditioning to gymnasium at the CAC. This will help the space remain comfortable during the summer months. This project is scheduled to be bid in September.
- Staff will be working on structural assessment work at the Lakeland Park building this fall after programming is complete. This will be the first phase of a renovation taking place at Lakeland Park using CDBG funds.
- Staff has been working on a partnership with Courage Kenny and Knutson Construction to build a shared use storage building at Northwoods Park to replace the current building that houses the well and pump for irrigation near the Todd Anderson wheelchair softball field. Courage Kenny would use half of the new building to store wheelchairs for use, the City would use the remaining storage for the well and pumps along with additional storage for camp items. This work will take place in the Fall of 2018.
- Staff will be working with the Rotary to plant trees at Northwoods Park in September. The new housing development west of Northwoods Park cleared many of the mature trees on the adjacent property and changed the look of Northwoods Park. To help restore some of the privacy of that park, we will partner with the Rotary to plant about 50 trees. This was originally scheduled for May or June but with the late Spring it had to be delayed until September.
- Jody, Greg and Brad have been working with WSB on the development of a Master Plan at River Park. A Master Plan is necessary to leverage grant funding from various state and federal agencies. A stakeholder meeting was held with the DNR, Three Rivers Park District, National Park Service, and Izaak Walton League in attendance.
- No questions were asked by Commission Members related to this report.

- PROGRAM AND EVENTS UPDATE / RECREATION PROGRAMS, SERVICES, AND EVENT

Michelle Margo gave a brief update on the 2018 Tater Daze event. Michelle noted that it was very important to do a more detailed analysis and evaluation with the move in 2018 to its new location as the CAC. Youth-to-Youth surveys were done on site and on-line surveys for the broader audience. Community Surveys are still being evaluated for key messages, however our initial review indicated that a majority of the participants were very satisfied with the event and the amenity changes in 2018. A full report will be presented at the September meeting.

- No questions were asked by Commission Members related to this report.

- **DIRECTORS REPORT**

- NATURAL RESOURCE MANAGEMENT PLAN – Director Yungers indicated that staff is currently working with Stantec consulting on development of a Natural Resource Management Plan for the Park System. The consultants will conduct a field-based inventory of critical natural areas, as identified with the Park System Plan, that will serve as a foundation to developing natural resource management recommendations, priority areas in the system and cost estimates for recommended tasks. We anticipate that Plan will be complete in the 1st quarter of 2019.
- CIP UPDATE- Director Yungers indicated that there has been changes made to the Plan to better align priority projects with funding source availability, along with priorities that align with other phased projects across the City. Staff will re-present the updated CIP plan at the September RPAC meeting. The results of the community polling may further impact project priorities and identified funding sources within the Plan.
- 2019 BUDGET-Director Yungers indicated that the budget timeline has changed and the internal review of proposed budgets by the City’s Senior Leadership Team was delayed. It is the preference of the City Manager that this review be done prior to any review and recommendation by Commissions. The proposed 2019 budgets will be presented at the September RPAC meeting.

9. DISCUSSION ITEMS

- **EDINBURGH USA RFP UPDATE**

Brad Tullberg gave an update on the status of the Request for Proposal (RFP) process for Management Services for Edinburgh USA Clubhouse. Brad noted that the Management Services contract with Lancer Catering expires on December 31, 2018. He further indicated that Lancer began providing services at the Edinburgh Clubhouse in 1997. The current contract was a 10- year renewal of the original 10-year agreement.

The RFP was put on the streets on May 17th and Requests for Proposals (RFP) are due on June 9th. A work session with the Economic Development Authority (EDA), which owns the Clubhouse, was held on June 18, 2018 to discuss the goals and process for the selection on Management Contract. In the Work Session staff discussed with the EDA their interest in providing capital investment dollars to refresh the restaurant look and feel, develop an outdoor wedding venue and adding golf simulators along with a few other improvements. The EDA indicated their willingness to work in partnership with a potential vendor to make investments that result in securing the best possible annual agreement for Clubhouse Management Services. Three EDA members, Terry Parks, Lisa Jacobson and Bob Mata will be on the selection committee.

- FOLLOW UP ON THE INTEGRATION OF ARTS IN THE FUNCTION/WORK OF RPAC

At the June RPAC meeting, Commissioner Jane Wilson presented her research on how other Cities incorporate Arts into the government structure. Her research included comparable cities of size and median household income. Following Jane's presentation of the research, Commissioner Monica Dillenburg asked if the RPAC Commission could get clarification from City Manager Jay Stroebel about what he is looking for as to what he specifically feels the role of the RPAC should be in supporting the Arts.

Director Yungers reported that she discussed with Jay Stroebel and the following is what he is suggesting:

With the potential partnership with NHCC and Osseo School District in the development of a Performing Arts and Education Center in the Brooklyn Park community, he was concerned that the City does not have a community driven advocacy group to help support this future effort. Since the Parks and Recreation Department provides a variety of arts programs as part of its program services, he felt that the RPAC maybe the appropriate Commission to help advocate the expansion of arts program opportunities in the community? He also felt that by adding "Arts" into the RPAC name would better position the Department for future grants whereby support program area growth and opportunities to provide a wide variety of arts programs in the future. Therefore, could the RPAC consider being the champion in providing the community leadership to bring more attention to the needs of the City in providing arts within our community?

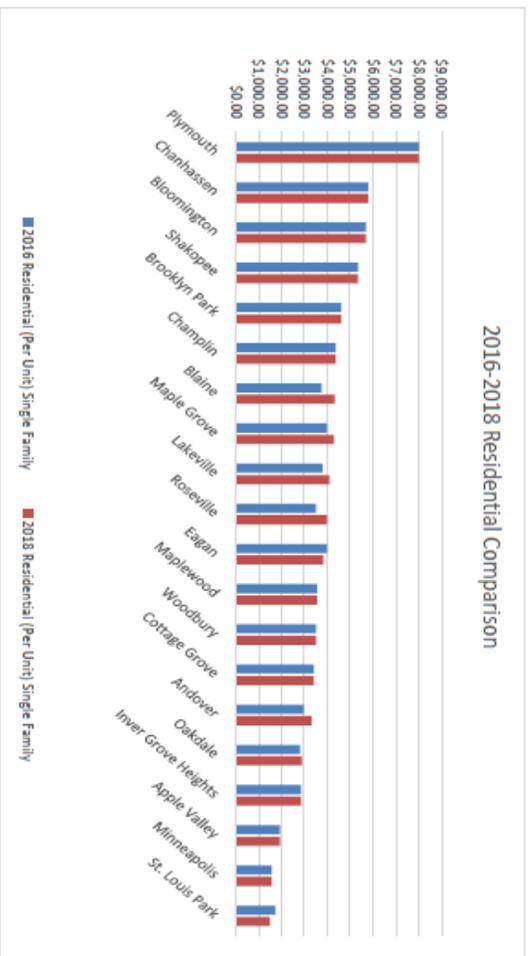
Action was tabled for future consideration.

- PARK DEDICATION FEES/SURVEY

Director Yungers gave a brief report following the request form Commissioner Deb Everson to see where the City's Park Dedication Fees are related to other Cities in the Metro area.

Director Yungers presented the below charts for fee comparisons.

City	2016 Residential (Per Unit) Single Family	2018 Residential (Per Unit) Single Family
Plymouth	\$8,000.00	\$8,000.00
Chanhassen	\$5,800.00	\$5,800.00
Bloomington	\$5,700.00	\$5,700.00
Shakopee	\$5,340.00	\$5,340.00
Brooklyn Park	\$4,600.00	\$4,600.00
Champlin	\$4,370.00	\$4,370.00
Blaine	\$3,744.00	\$4,320.00
Maple Grove	\$3,993.00	\$4,290.00
Lakeville	\$3,781.00	\$4,090.00
Roseville	\$3,500.00	\$4,000.00
Eagan	\$3,985.00	\$3,837.00
Maplewood	\$3,540.00	\$3,540.00
Woodbury	\$3,500.00	\$3,500.00
Cottage Grove	\$3,400.00	\$3,400.00
Andover	\$2,962.00	\$3,319.00
Oakdale	\$2,800.00	\$2,886.00
Inver Grove Heights	\$2,850.00	\$2,850.00
Apple Valley	\$1,935.00	\$1,935.00
Minneapolis	\$1,576.20	\$1,576.20
St. Louis Park	\$1,725.00	\$1,500.00



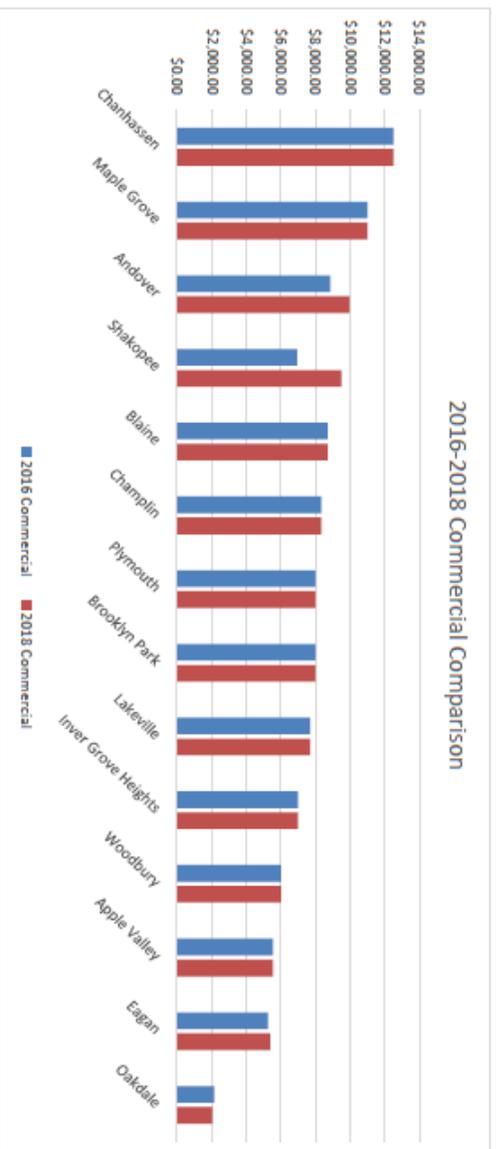
Eden Prairie	\$6,500	10%
Fridley	\$1,500	10%

FMV

FMV

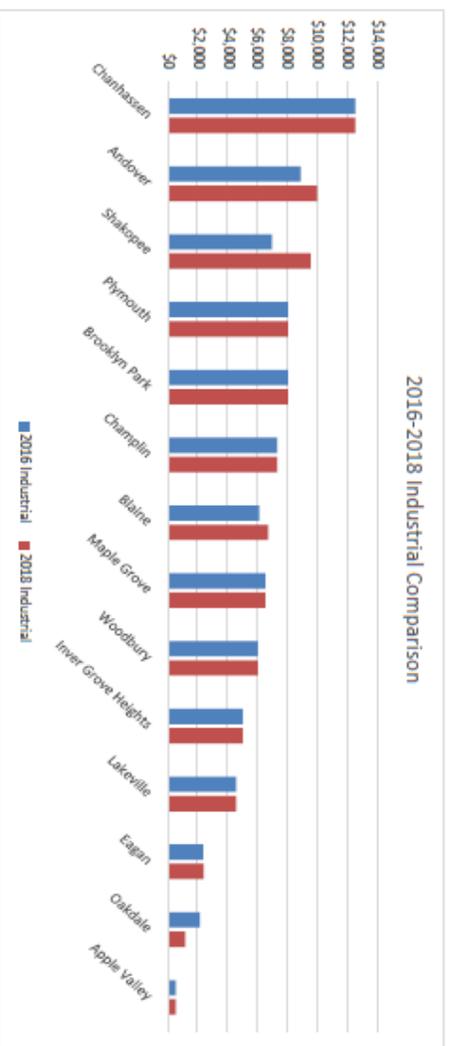
City	2016 Commercial	2018 Commercial
Chanhassen	\$12,500.00	\$12,500.00
Maple Grove	\$11,000.00	\$11,000.00
Andover	\$8,849.00	\$9,957.00
Shakopee	\$6,930.00	\$9,500.00
Blaine	\$8,704.00	\$8,704.00
Champlin	\$8,323.00	\$8,323.00
Plymouth	\$8,000.00	\$8,000.00
Brooklyn Park	\$8,000.00	\$8,000.00
Lakeville	\$7,693.00	\$7,693.00
Inver Grove Heights	\$7,000.00	\$7,000.00
Woodbury	\$6,000.00	\$6,000.00
Apple Valley	\$5,541.00	\$5,541.00
Eagan	\$5,253.00	\$5,379.00
Oakdale	\$2,139.00	\$2,034.00

Roseville	7%	10%	FMV/
Eden Prairie	\$11,500	5%	FMV/
Maplewood	9%	9%	FMV/
St. Louis Park	5%	5%	FMV/
Cottage Grove	4%	4%	FMV/
Fridley	\$1,000	3%	FMV/
Bloomington	\$234	\$234	per employee
Minneapolis	\$210	\$210	per employee



City	2016 Industrial	2018 Industrial
Chanhasseen	\$12,500	\$12,500
Andover	\$8,849	\$9,957
Shakopee	\$6,930	\$9,500
Plymouth	\$8,000	\$8,000
Brooklyn Park	\$8,000	\$8,000
Champlin	\$7,283	\$7,283
Blaine	\$6,093	\$6,702
Maple Grove	\$6,500	\$6,500
Woodbury	\$6,000	\$6,000
Inver Grove Heights	\$5,000	\$5,000
Lakeville	\$4,558	\$4,558
Eagan	\$2,356	\$2,400
Oakdale	\$2,139	\$1,163
Apple Valley	\$558	\$558

Roseville	10%	10%
Maplewood	9%	9%
Cottage Grove	4%	4%
Eden Prairie	\$11,500	5%
Fridley	3%	3%
Bloomington	\$234	\$234
Minneapolis	\$210	\$210
St. Louis Park	5%	5%



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10. VERBAL REPORTS AND ANNOUNCEMENTS

- 1. Commissioner Updates -N/A**

- 2. City Planning Commission Updates - NA**

- 3. Key topics for discussion at the next RPAC (September) meeting:**
 - **2019 Budget**
 - **2019-2023 CIP/CEP**
 - **Tater Daze Evaluation Update**

- 4. Key Dates for future meetings**
 - **AUGUST 20, 2018 CITY COUNCIL VOTE ON SPECIAL ELECTION FOR PARK BOND REFERENDUM**

11. OTHER ITEMS BY COMMISSION – NA

12. ADJOURNMENT– 8:05 p.m.

**Motion to adjourn: Motion, Commissioner Christi Sandberg; Second, Commissioner Jane Wilson.
Motion unanimously approved.**

Respectfully submitted by
Tanya Moore