

Wednesday, September 16, 2020
6:30 p.m.
Virtual TEAMS Meeting
Recreation & Parks Advisory Commission
Minutes

- 1. CALL TO ORDER/ROLL CALL - The Recreation & Parks Advisory Commission meeting was held virtually and was called to order by Chairperson, Monica Dillenburg at 6:32 P.M.**

Commission Members present:

Monica Dillenburg, (Chair)
Mark Nolen, At-large (Vice Chair)
Maggie Borer, At-large
Latrina Caldwell, At-large
Dwain Erickson, West
Colleen Groebner, At-large
Aslam Tajim Hayat, At-large
Francis Killen, At-large
Taylor Murray, East
Christy Sandberg, East
Jane Wilson, West

Commission Members Absent:

Cindi Matthew, Central
Terry Parks, City Council Liaison
Marshell Spears, Planning Commission Liaison

Brooklyn Park Staff present:

Jody Yungers, Director of Recreation and Parks
Brad Tullberg, Parks and Facilities Manager, Recreation and Parks
Greg Hoag, Parks and Buildings Manager, Operations and Maintenance
Pam McBride, Youth Services Manager
Jeanine Machan, Program Assistant

Guest present:

Claudia Diggs, City of Brooklyn Park Neighborhood Relations Specialist

- 2. INTRODUCTION OF NEW COMMISSIONER – Latrina Caldwell**
New Commissioner Latrina Caldwell, Members of the Commission and City employees introduced themselves.
- 3. OPEN FORUM-PUBLIC COMMENT AND RESPONSE**
N/A
- 4. APPROVAL OF September 16, 2020 AGENDA**
Director Yungers requested an addendum to the agenda. To add under #6 Action Items, request for consideration for a memorial plaque in recognition for community contributions of Ron Welde at Noble Tennis Courts.
Motion: Motion to approve the September 16, 2020 agenda, with the addition of action item. Commissioner Erickson; Second: Commissioner Nolen, Motion unanimously approved.

5. APPROVAL OF MINUTES FROM July 15, 2020 MEETING

Motion: To approve the July 15, 2020 minutes as presented. Commissioner Nolen; Second: Commissioner Hayat, Motion unanimously approved.

6. ACTION ITEMS

1. MEMORIAL PLAQUE IN THE NAME OF RON WELDE AT NOBLE TENNIS COURTS
Claudie Diggs, COBP, Neighborhood Relations Specialist gave a brief update on the community contributions of Ron Welde and the request for consideration by the family to acknowledge his contributions. Mr. Welde, who passed away this summer, was a long-time tennis enthusiast who played several times a week at the Noble Tennis Courts. Mr. Welde was instrumental in picking up trash at Noble Sports Park as well as several other parks and city property. Several members of the Recreation and Parks Commission and Staff have worked with Mr. Welde over the years.

A recommendation was made to move the request for recognition to the City Council, for the installation of a memorial plaque at Nobel Tennis Courts, in the name of Ron Welde. Commissioner Nolen requested notification of the ceremony/installation so that members of the Commission could attend.

Motion was made to recommend to City Council to install a memorial plaque at Noble Tennis Courts in recognition of the community contributions of Ron Welde.

Commissioner Nolen; Second: Commissioner Wilson, Motion unanimously approved.

7. GENERAL INFORMATION - PRESENTATIONS

1. OVERVIEW PROPOSED 2021 DEPARTMENT BUDGET
2021 RECREATION AND PARKS GENERAL LEVY OPERATING BUDGET
Director Yungers gave a brief overview of three budgets: General Levy (Recreation, Youth Services, Zanewood, Community Activity Center and Park Services); Special Revenue Fund (Ice Arena and Brookland Golf Course); and Enterprise Funds (Edinburgh USA Golf Operations/Clubhouse and Sports Dome). See attached PowerPoint for proposed budgets. \$1.2 M in revenue with expenses of \$5.2M Resulting in a levy Comments/Questions:

EDINBURGH USA (CLUBHOUSE AND GOLF OPERATIONS)

Question by Chair Dillenburg; Because golf revenue were so good, are we more hopeful about the budget? Manager Tullberg responded that the golf side of the budget is looking very good, however, the clubhouse, due to the Governor shutdown because of COVID, indoor eating restrictions, there is concern over D'Amico's ability to hit the revenue threshold that may warrant the need to draw from the banquet commission. We do not anticipate meeting the projected revenue as stated in the 2020 budget. And we are not clear as to what will be happening in 2021, in response to COVID impact.

Question by Chair Dillenburg: With the closing of Kelly's, has the clubhouse considered staying open later? Manager Tullberg said he has shared that same observation with the D'Amico staff.

Question by Commissioner Erickson; When we spend a million dollars does that include depreciation? Manager Tullberg explained that the capital expenses do not include depreciation.

Question by Commissioner Borer; is the D'Amico contract a couple of years out still and who decides what type of contract will go in there to be more reasonable? Manager Tullberg stated that they are in the second year of a seven-year contract with options for 2 more seven-year extensions. They have not had a chance to show themselves yet as last year was a construction year and this year is COVID, that being said, they have not been as thimble as we would have liked. There are triggers in the contact that would give us the

option to opt out, however we don't feel we are there yet. There will be a meeting this fall to discuss the performance and improvement we want to see.

Question by Commissioner Taylor; I noticed there is a reduction on supplies. Is there more detail on that? Director Yungers stated that all the managers and supervisors reviewed their budget for all savings that could be made due to program and facility shutdowns, due to COVID-19.

8. OLD BUSINESS

1. DEER HUNT ADDITION OF GREENHAVEN PARK

Director Yungers reported that the Greenhaven Park was left off the original request to City Council. We went back to City Council for approval and Greenhaven was added to the locations for the 2020 fall hunt.

No questions or comments

2. PARK BUILDING ADDITIONS

The staff submitted a Request for Council Action to approve a change order for the park building and shelter kitchen additions project for American Liberty Construction. The change order involved the addition of a sprinkler system as it was determined that the Northwoods building will need a sprinkler system due to its proximity to the storage building for the wheelchair softball field and the inclusive playground.

The staff submitted a Request for Council Action to approve professional service agreement with LHB, Inc for construction administration services for park building and shelter kitchen additions in the amount of \$50,922.

No comments or questions

3. GRANT APPLICATION FOR MISSISSIPPI RIVER SHORELINE STABILIZATION PLAN

Staff submitted a Request for Council Action to approve a grant application in the amount of \$663,000 to the 2021 clean water fund for Mississippi River neighborhood stabilization plan, and authorize staff to work with Hennepin County and the private homeowners to determine whether a portion or all of the project costs not covered by the grant agreement, if awarded, can be financed by special assessments on the properties benefited by the project.

No comments or questions

4. PLAZA PARK DISCUSSION AND BLM

Staff submitted a Request for Council Action report that summarized the project at Plaza Park in cooperation North Hennepin Community College (NHCC), Hennepin County and the City of Brooklyn Park. The work at the Plaza Park is complete.

No comments or questions

9. WRITTEN REPORTS

1. PROGRAM AND EVENTS UPDATE

• UPDATE ON COVID IMPACT TO PROGRAMS

Director Yungers gave special recognition to the Recreation Team and all involved in programming who due to COVID-19 had to do a complete shift in delivering programs to the residents in a way that ensured social distancing and safety measures.

Chairperson Dillenburg congratulated all of Recreation and Parks on the programs and great classes that were put together for all ages.

2. UPDATE ON OTHER PARK AND FACILITIES PROJECTS

3. DIRECTORS REPORT

Director Yungers provide a brief update on the following written report items:

- A. CARES FUNDING
- B. HOMELESS CAMPS IN PARKS PROTOCOL
- C. ADA ASSESSMENTS

- D. UPDATE ON MISSISSIPPI GATEWAY REGIONAL PARK/ENA
- E. UPDATE ON CITA

Question by Chairperson Dillenburg; how are we expecting the Blueline rail not coming through Brooklyn Park to affect projects such as CITA that were based on the rail: Director Yungers responded that these is a new initiative that has gained energy with a proposal of where the light rail line should come through in particular as it relates to Crystal and Golden Valley. They still plan to have 5 stations in Brooklyn Park. The one station at 63rd may change but the rest would stay as planned.

10. DISCUSSION ITEMS

1. PARK BOND REINVESTMENT UPDATE

Facility Manager Tullberg provided an update on all of the Park Bond reinvestment work that has been completed to-date and the timeline for what is still to come. (PowerPoint attached)

Question by Commissioner Hayat; What is the project timeline for the building additions and the shelter kitchens. Manager Tullberg responded that these additions and kitchens should be complete by May 1, 2021. They will be ready for use next summer.

Question by Commissioner Erickson; asked if any trails could be added to the northwest corner of Norwood Park? Manager Tullberg responded that the budget won't support trails in this area. We are considering with Natural Resource Management bringing in goats to reduce the buckthorn which will open up some of the natural foot paths that residents have already done. Based on comments from the community engagement that the residents in the area do not necessarily want established trails in the area.

Question by Chairperson Dillenburg; all of what has been presented is within the budget? Director Yungers responded that yes, we are paying out of OSLAD until January when we will be able to draw on the bonding the City Council approved in the amount of \$7.7M.

Question by Commissioner Borer; would the goats be kept at the Eidem Farm? Director Yungers responded that there is a farmer who is contracted to bring in goats.

11. VERBAL REPORTS AND ANNOUNCEMENTS

1. COMMISSIONER UPDATES

Nothing to report

2. CITY PLANNING COMMISSION UPDATES

Nothing to report

3. CITA (Center for Innovation and The Arts) – COMMISSIONER WILSON

Nothing to report

4. KEY TOPICS FOR DISCUSSION AT THE NEXT RPAC MEETING

2021 RPAC Work Plan during the October and November meetings

Draft of the Three Rivers agreement

5. KEY DATES FOR FUTURE MEETINGS

October 21 – Meeting to be held at Council Chambers with option for TEAMS

12. ADJOURNMENT

MOTION WAS MADE BY Commissioner Nolen TO CLOSE THE MEETING, SECOND BY Commissioner Hayat. Motion unanimously approved.

Adjourned by Chair Dillenburg was at 8:40 PM