

**Wednesday, November 17, 2021  
Recreation & Parks Advisory Commission  
Minutes**

- 1. CALL TO ORDER/ROLL CALL - The Recreation & Parks Advisory Commission meeting was held the Community Activity Center and was called to order by Chairperson, Mark Nolen at 6:31 P.M.**

**Commission Members present:**

Mark Nolen, At-large (Chair)  
Maggie Borer, At-large  
Latrina Caldwell, At-large  
Monica Dillenburg, Central  
Dwain Erickson, West  
Colleen Groebner, At-large  
Cindi Matthew, Central  
Miriam Osammor, East  
Jane Wilson, West

Wynfred Russell, City Council Liaison

**Commission Members absent:**

Christy Sandberg, (Vice-Chair)  
Johnny Hoang, At-large  
Francis Killen, At-large

**Brooklyn Park Staff present:**

Brad Tullberg, Director of Recreation and Parks  
Jen Gillard, Manager Recreation Programming  
Pam McBride, Manager Youth Services  
Jeanine Machan, Administrative Assistant

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

N/A

- 3. APPROVAL OF NOVEMBER 17, 2021 AGENDA**

**A Motion was made to Amend the November 17, 2021 Agenda to move General Information 7.1 Youth on Board before Action Item 6.1 Park Ordinance Revisions by Commissioner Dillenburg and second by, Commissioner Matthew. Motion unanimously approved.**

- 4. APPROVAL OF MINUTES FROM August 18, 2021 MEETING**

**A Motion was made to Approve the August 18, 2021, minutes by Commissioner Erickson and second by, Commissioner Dillenburg. Motion unanimously approved.**

- 5. APPROVAL OF MINUTES FROM OCTOBER 20, 2021 MEETING**

**A Motion was made to Approve the October 20, 2021, minutes by Commissioner Dillenburg and second by, Commissioner Matthew. Motion unanimously approved.**

- 7. GENERAL INFORMATION - PRESENTATIONS**

- 1. YOUTH ON BOARD – JULIE RICHARDS**

Director Tullberg introduced Ms. Julie Richards from the Brooklyn Bridge Alliance for Youth (BBAY) to present to the Commissioners the initiative of Youth on Boards that the City has begun. Attached is the "One-page" document that Ms. Richards had mentioned during her presentation. Highlights of the presentation are:

- 2020 Youth to Youth Survey
- Youth on Board! The BBAY work will be the following:

- Identifies Commissions, Advisories and Committees (leadership tables) where decisions are made that impact youth
- Provides readiness assessment and inclusion training for adults
- Provides on-boarding training for emerging leaders
- Matches young adults 14 – 24 (Emerging Leaders) in the community
- Assists with ongoing maintenance for these process shifts on boards, commissions and leadership tables
- Process map was presented
  - Training for leadership tables (Commissions, Advisories and Committees)
  - Training for Emerging Leaders (Youth on Board!)
  - Youth on Board selections
  - Onboarding
  - Monthly check-ins

#### Questions and Comments

- Commissioner Borer asked what was the length of term? Ms. Richards replied it is a one-year term.
- Chairperson Nolen asked for clarification on who would be the mentor? Ms. Richards stated that it would be someone from the Recreation and Parks Advisory Commission. This person would help them become a guide at the meeting agenda and process. Director Tullberg stated that it could be staff however, it would be ideal for a commissioner who is in the same role to be the mentor.
- Commissioner Borer asked if the young people would be from Brooklyn Park? Ms. Richards replied that the person would be a Brooklyn Park resident.
- Commissioner Dillenburg asked for an explanation on how a youth interested would apply? Ms. Richards provided the process steps; the person would reach out to BBAY through the website. BBAY will reach out to interview the person to learn background and what is their passions which would provide insight to which board at the city would be most appropriate. The person would then be invited to the BBAY monthly cohort meeting. Next would be emerging leaders training and once that is complete the person would be eligible for placement on a Board. As a follow-up, Commissioner Dillenburg asked if BBAY would push individuals out? Ms. Richards replied that the individual ends up pushing themselves out by not showing up for meetings and training.
- Director Tullberg asked Ms. Richards to provide more detail on the preparation the RPAC members would have. Ms. Richards responded that once the City Council has given the approval RPAC will determine who will be the mentor and then Ms. Richards will begin working with that person and the rest of the commission on how to be intentional in creating a positive environment and inclusiveness to have a successful outcome for all involved.
- Commissioner Dillenburg asked if it was the City Council who will appoint the youth? Director Tullberg replied it was still being worked out as to how / which youth would be appointed to what Commission or Board. There is still some work to be done such as updating the City Charter, adding seats to each Commission or Board. Director Tullberg stated that he is also advocating to have the 14 to 18 year old voice added to RPAC as that is a significant age group that is part of Rec and Park.

Director Tullberg reported that the task force to beautify the City Hall public space had an instance with adult and youth communication that resulted in a bad outcome. Staff does not want to have a repeat of that experience. Director Tullberg asked if there were any concerns or further questions?

- Commissioner Borer asked if they would be a full voting member? Director Tullberg stated the two 18 – 24-years old seats will be voting members. Because of the City Charter the 14 – 18 years old will not be voting members but it is important to have their voice at the table.
- Commissioner Borer asked if what they say is written down in the minutes as public record of what they said? Director Tullberg responded, yes.
- Commissioner Dillenburg ask if it was because the 14 – 18 year old were minors? Director Tullberg responded yes, the State Statue and City Charter do not make it easy to allow them to vote.

- Commissioner Erickson stated one of his concerns is thinking when he was 18, he thought short term and almost everything we do is not short term but is acted out over a period of time and will they become frustrated that what they suggest in January doesn't get down in February. Possibly some of what we talked about my bore them to tears. Director Tullberg responded that is part of the preparation work is done by the BBA team. There maybe a tendency by boards or commissions to think that just because they are 18 they don't have life experience or a perspective. Reality is they have a great perspective. How they see the opportunities in Brooklyn Park will give the commission a 360 holistic view of the issues at hand.
- Commissioner Borer commented on the role of the mentor to guide and that this is a learning experience for them to get leadership experience.
- Commissioner Dillenburg commented on her experience with the City Hall Task Force that the young people expected to be able give their opinion and that their opinion was as good as everyone else as they are also citizens, and they have a voice. They want to be seen as one of us as part of the group, they just happen to be younger.
- Commissioner Caldwell commented that for the last year she has been running a youth program working with 12 - 18 year old's, and they actually have big voices and they have a lot to say. She stated she is a big proponent of youth having these opportunities because they are the future. Commissioner Caldwell stated she would be willing to be mentor to the Youth on Board!
- Manager McBride commented that the youth will understand and have patience for the long term if they feel their voice is heard. She referenced a project she worked with youth on "youth violence" for Minneapolis. The project was long term and they did not see it come to fruition but she has seen some of the them since then and they are proud of their involvement.
- Commissioner Borer commented that it is a perfect age as they are prepping for college.
- Chairperson Nolen stated he believes they will be better prepared up front based on the flow chart that was presented by Ms. Richards.
- Commissioner Wilson commented that there is preparation for the Commissioners prior to the youth joining.
- Chairperson Nolen commented the RPAC agenda has a lot of opportunity for the youth. He is fully supportive of the idea.
- Commissioner Dillenburg commented the City Hall Task Force did not have a good facilitator to lead the discussion which is not the case with RPAC.

## 6. ACTION ITEMS

### 1. PARK ORDINANCE REVISIONS

Director Tullberg reminded the Commission about the discussion held at the August meeting around the suggested changes the staff was purposing along with the comments made by Commissioners regarding some of the language in the Park Ordinance. Staff has meet with the City Attorney to go over the comments. Director Tullberg provide the resulting decisions of that meeting line by line of the document. Director Tullberg stated the City Attorney has extensive experience with other cities in the writing of Park Ordinances and what would hold up in a court of law.

Questions or comments:

- Commissioner Borer asked if the Park Ordinances were posted in the parks? Director Tullberg stated they are referenced on some of our park signage with the instruction to contact the City of Brooklyn Park for Park Ordinances. Staff is in the process of updating the signage to include the city website.
- Commissioner Dillenburg stated that a person could bring in a bouncy house and state they didn't know they couldn't. Director Tullberg responded that currently it is a matter of someone reporting it or a police officer happens to drive by and stops it. Director Tullberg stated that he does not believe a citation has ever been issued yet.
- Commissioner Borer asked if staff considered a posting regarding amplified sound as it happens quite often? Director Tullberg stated amplified sound was part of the rental agreement of park buildings. By signing that agreement, the renter acknowledges that amplified sound is not part of the agreement with the exception of Oak Grove Park.

- Chairperson Nolen agreed with Commissioner Borer that noise disturbance is probably the most common violation of the Park Ordinance.

Chairperson Nolen asked for a motion.

**MOTION by Dillenburg, SECOND by Borer, TO APPROVE THE PROPOSED 2021 PARKS AND RECREATION DEPARTMENT PARK ORDINANCE PROPOSED CHANGES AND FORWARD TO CITY COUNCIL FOR CONSIDERATION.**

**7. GENERAL INFORMATION - PRESENTATIONS**

**2. PARK REDEVELOPMENT UPDATE/SLIDES**

Director Tullberg provided a PowerPoint presentation showing the work done to date on the Park Bond Development projects. (See attached)

Questions or Comments

- Commissioner Dillenburg asked if the constructed modular buildings came pre-painted? Director Tullberg responded that yes, the buildings come with a color that was pre-selected, however it can be changed at any time.
- Commissioner Matthew asked what the material was for all the trails? Director Tullberg responded the trails were asphalt. They loop trails are excepted to be plowed in the winter.
- Commissioner Erickson asked if the restrooms at Hartkopf were tied into the sewer lines? Director Tullberg responded yes, locations are selected based on the accessibility to sewer lines.
- Commissioner Borer asked about the sliding hill at Hartkopf. Director Tullberg stated it was gone. It was taken due to consisted of a pile of street sweepings.
- Commissioner Borer asked about the garden plots at Lakeland. Director Tullberg stated that they will be added to the list of available plots. Currently we have 140 that are all spoken for.
- Commissioner Matthew asked which park has Pickleball? Director Tullberg replied that currently we have dedicated courts for Pickleball at Norwood only. There are tennis courts that can be used at Basscreek.

**8. OLD BUSINESS**

N/A

**9. WRITTEN REPORTS**

1. PROGRAM AND EVENTS UPDATE
2. PARK PROJECTS UPDATE
3. DIRECTORS REPORT

No comments or questions

**10. DISCUSSION ITEMS**

**1. RPAC WORK PLAN**

Director Tullberg stated that at the January RPAC meeting the Commissioners will be responsible for determining the RPAC Work Plan for 2022. The Work Plan should be driven by the Commissioners and not staff. Director Tullberg requested the Commissioners to start thinking about what they want to work on in 2022 and be prepared to share at the January meeting.

- Commissioner Groebner commented on the timing of the Youth on Board start date in April and the Work Plan schedule sooner, wondering if it might be possible to get their perspective on the Work Plan.

**2. OPEN FORUM – QUESTION AND ANSWERS**

Chairperson Nolen explained the Open Forum idea resulted from the October meeting when we had an open discussion on any topic a commissioner had questions or comments on. This will be a monthly section of the agenda going forward. Chairperson Nolen then went around the room asking for comments/questions.

- Commissioner Erickson asked for an update on the timeline and monies spent on the Park Bond Redevelopment? Director Tullberg responded that the original referendum was slated to be a 5 year build out. Currently we are approximately one third of the way through all of the projects due to limited bandwidth of staff and changes made in discussions around aquatics and the Community Activity Center. The result means this will take longer than 5 years. There is discussion needed around the

CAC, youth and senior center which will involve RPAC and community engagement. There is no timeline to use the money. Realistically it will be 7 years to complete the full state of projects.

- Commissioner Erickson asked a follow-up regarding Eidem Farm Park Bond projects? Director Tullberg stated Eidem Farm has been delayed by further discussion on it reflects our community. Next project that is almost shovel ready is the Hometown Ballfield. It will go out for bid this winter with work starting next summer. Next up will be the Community Activity Center. This project will require community engagement.
- Commissioner Matthew asked how the year was for the golf courses? Director Tullberg reported that Edinburgh had an amazing year. Rounds played was almost an all-time high. Irrigation replacement is proceeding and will finish in the spring. Both Edinburgh and Brookland have both had two great financial years in a row. The Edinburgh restaurant is struggling on the catering side due to COVID and lack of bookings. Half of the plan revenue was geared toward corporate catering which took a significant hit.
- Commissioner Borer asked if staff would consider more animals at Eidem Farm especially bringing back a horse. Director Tullberg stated that part of the Master Plan does incorporate more animals but creating the infrastructure such as pasture space is needed. The full Master Plan was \$6M. The question is how to do the plan within a reasonable budget. First priority is a Visitor Center with bathrooms and educational facilities. The expansion of animals is the next phase after.
- Commissioner Osammor stated that the green fees at Edinburgh are expensive compared to other courses and wondered if staff could review? Director Tullberg responded that it is a balancing act to provide the higher quality playing conditions such as Edinburgh at a reasonable price point. Director Tullberg encourages people to take a look at some of the rates on off peak days such as Monday which is \$49.00 for 18 holes and a cart.

## 11. VERBAL REPORTS AND ANNOUNCEMENTS

### 1. CITY COUNCIL - COUNCIL MEMBER RUSSELL

Councilman Russell reported on the following:

- The Council has been meeting with the different department to review the 2022 budgets
- 4.4M of the 11M ARP dollars have been approved for allocation to different departments
- The allocation of approximately 5M+ will occur in 2022 - 2023
- Unfortunately, the recent community survey regarding the ARP dollars was not a full representation of the community residents
- Improving the water system was most often brought up, however there are not enough ARP dollars available to fix the system. Hopefully the latest bill signed in Washington DC for infrastructure will be available for such a project.

### 2. CITY PLANNING COMMISSION UPDATES - COMMISSIONER LEE

No report

### 3. CENTER For INNOVATION and The ARTS PROJECT UPDATE– COMMISSIONER WILSON

No new report

### 4. COMMISSIONER UPDATES

- Chairperson Nolen thanked all the Commissioners for their dedication and service to RPAC over the past year of 2021.
- Commissioner Borer asked if there was an option to join the meetings virtually if the numbers continue to climb with COVID? Director Tullberg stated that currently no due to State Statues. It is possible but difficult. A person would have to join virtually at a public location such as the library. You cannot do it from your home. The Statues were waved in 2020-2021 as part of the emergency COVID response, however, is now suspended. The city has the space and technology to do it.

Commissioner Borer stated that the COVID numbers are worse now than the whole entire year that we were meeting virtually and was wondering if the city is considering virtual meetings again?

Director Tullberg responded that he can check to see if a commission can decide to meet virtually if the members do not feel comfortable with in-person meetings.

### 5. KEY TOPICS FOR DISCUSSION AT THE NEXT RPAC MEETING – Jan 19, 2022

- No December meeting

6. KEY DATES FOR FUTURE MEETINGS/EVENTS

**12. ADJOURNMENT**

**A MOTION WAS MADE BY COMMISSIONER ERICKSON TO CLOSE THE MEETING, COMMISSIONER DILLENBURG SECOND.**

**Adjourned by Chairperson Nolen was at 8:36 P.M.**