

A G E N D A

If you need these materials in an alternative format or need reasonable accommodations for a RPAC meeting, please provide the City with 72-hours' notice by calling 763-424-8000 or emailing Josie Shardlow at josie.shardlow@brooklynpark.org.
Para asistencia, 763-424-8000; Yog xav tau kev pab, 763-424-8000.

1. CALL TO ORDER/ROLL CALL

2. OPEN FORUM-PUBLIC COMMENT AND RESPONSE

Provides an opportunity for the public to address the Commission on items which are not on the agenda. Public Comment will be limited to 15 minutes (if no one is in attendance for Public Comment, the regular meeting may begin), and it may not be used to make personal attacks, to air personality grievances, to make political endorsements or for political campaign purposes. Individuals should limit their comments to three minutes. Commissioners will not enter into a dialogue with citizens. Questions from the Commission will be for clarification only. Public Comment will not be used as a time for problem solving or reacting to the comments made, but rather for hearing the citizen for informational purposes only.

3. APPROVAL OF October 19, 2022 AGENDA

4. APPROVAL OF MINUTES FROM

1. JULY 20, 2022 MEETING
2. SEPTEMBER 21, 2022 MEETING

5. ACTION ITEMS

N/A

6. GENERAL INFORMATION - PRESENTATIONS

1. WAYFINDING
2. AMPLIFIED SOUND
3. GET UP AND GO TRANSITION

7. OLD BUSINESS

1. ACCEPTANCE OF THE 2023 HENNEPIN COUNTY HEALTH CANOPY GRANT CC SEPT 26
2. ACCEPT EAB COMMUNITY FOREST RESPONSE GRANT FROM THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES CC Sept 26

8. WRITTEN REPORTS

1. PROGRAM AND EVENTS UPDATE
2. PARK PROJECTS UPDATE
3. 2022 RPAC AREA OF EMPHASIS REPORT
4. DIRECTORS REPORT

9. DISCUSSION ITEMS

1. OPEN FORUM – QUESTION AND ANSWERS

10. VERBAL REPORTS AND ANNOUNCEMENTS

1. CITY COUNCIL UPDATE – COUNCILMEMBER PARKS
2. CITY PLANNING COMMISSION UPDATES – COMMISSIONER TURNHAM
3. CENTER For INNOVATION And The ARTS PROJECT UPDATE– COMMISSIONER WILSON
4. RPAC COMMISSIONER UPDATES
5. KEY TOPICS FOR DISCUSSION AT THE NEXT RPAC MEETING – November 16, 2022
6. KEY DATES FOR FUTURE MEETINGS/EVENTS

11. ADJOURNMENT

Wednesday, July 20 , 2022
Recreation & Parks Advisory Commission
Minutes

- 1. CALL TO ORDER/ROLL CALL - The Recreation & Parks Advisory Commission meeting was held during the annual bus tour of specified parks and was called to order by Chairperson, Mark Nolen at 5:44 P.M.**

Commission Members present:

Mark Nolen, At-large (Chair)
Christy Sandberg, (Vice-Chair)
Latrina Caldwell, At-large
Monica Dillenburg, Central
Dwain Erickson, West
Joe Gomez, At-large
Johnny Hoang, At-large
Deborah Lande, Central
Miriam Osammor, East
Jane Wilson, West
Kellina Quigley, At-large

Terry Parks City Council Liaison

Commission Members absent:

Maggie Borer, At-large
James Turnham, City Planning Liaison

Brooklyn Park Staff present:

Brad Tullberg, Director of Recreation and Parks
LaTonia Green, Director of Finance
Dan Ruiz, Director of Operation and Maintenance
Marcus Hill, Manager, Facilities and Parks
Greg Hoag, Parks and Buildings Manager, Operations and Maintenance
Jeanine Machan, Program Assistant III

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

- 3. APPROVAL OF July 20, 2022 AGENDA**

A Motion was made to Approve the July 20, 2022 agenda by Commissioner Dillenberg and second by, Commissioner Hoang.
Motion unanimously approved.

- 4. APPROVAL OF MINUTES FROM June 15, 2022 MEETING**

A Motion was made to Approve the June 15, 2022 minutes by Commissioner Wilson and second by, Commissioner Lande.
Motion unanimously approved.

- 5. ACTION ITEMS**
N/A

6. GENERAL INFORMATION - PRESENTATIONS

The following parks were designated to tour: Oak Grove, Hartkopf, Lakeland, Norwood, River and Central. Due to timing River and Central were not toured.

At the Oak Grove Park staff and commission members conducted an amplified sound test using the speaker that is furnished to anyone who pays for a rental and requests amplified sound at Oak Grove Park. Oak Grove Park is the only park in the park system that allows for amplified sound.

At Hartkopf, Lakeland and Norwood staff and commissioners disembarked to view the park improvements made to the grounds and facilities such as walking paths and lighting, new buildings, community gardens, courts and playground nature play areas under the 2018 Park Bond Referendum.

7. OLD BUSINESS

Director Tullberg announced the approval of plans for the Noble Sports Park Hometown Ballfield by City Council at the July 11, 2022 meeting.

8. WRITTEN REPORTS - No comments or questions

1. PROGRAM AND EVENTS UPDATE
2. PARK PROJECTS UPDATE
3. 2022 RPAC AREA OF EMPHASIS REPORT
4. DIRECTORS REPORT

9. VERBAL REPORTS AND ANNOUNCEMENTS

1. KEY TOPICS FOR DISCUSSION AT THE NEXT RPAC MEETING

No Meeting in August

Next Meeting September 21, 2022

2. KEY DATES FOR FUTURE MEETINGS/EVENTS

Joint City Council and Commissions Meeting – August 1, 2022

10. ADJOURNMENT

A Motion was made by Commissioner Erickson to close the meeting, second by Commissioner Dillenberg

Motion unanimously approved.

Adjourned by Chairperson Nolen was at 8:03 P.M.

Submitted respectfully,
Jeanine Machan
Secretary

**Wednesday, September 21 , 2022
Recreation & Parks Advisory Commission
Minutes**

- 1. CALL TO ORDER/ROLL CALL - The Recreation & Parks Advisory Commission meeting was held at the Community Activity Center and was called to order by Chairperson, Mark Nolen at 6:01 P.M.**

Commission Members present:

Mark Nolen, At-large (Chair)
Christy Sandberg, (Vice-Chair)
Monica Dillenburg, Central
Joe Gomez, At-large
Deborah Lande, Central
Kellina Quigley, At-large

Terry Parks City Council Liaison

Commission Members absent:

Maggie Borer, At-large
Latrina Caldwell, At-large
Dwain Erickson, West
Johnny Hoang, At-large
Miriam Osammor, East
Jane Wilson, West

James Turnham, City Planning Liaison

We did not have a quorum.

Brooklyn Park Staff present:

Brad Tullberg, Director of Recreation and Parks
Jen Gillard, Manager, Recreation Programs and Services
Marcus Hill, Manager, Parks and Facilities
Greg Hoag, Parks and Buildings Maintenance Manager, Operations and Maintenance
Jeanine Machan, Program Assistant III

- 2. OPEN FORUM-PUBLIC COMMENT AND RESPONSE
NA**
- 3. APPROVAL OF September 21, 2022 AGENDA
NO QUORUM - NO VOTE**
- 4. APPROVAL OF MINUTES FROM July 20, 2022 MEETING
NO QUORUM - NO VOTE**
- 5. ACTION ITEMS
NA**
- 6. GENERAL INFORMATION - PRESENTATIONS**
 - 1. 2022 COMMUNITY EVENTS REVIEW**

In 2022, staff worked with a Community Events Task Force to develop a Celebrate Brooklyn Park series of events. While there are still several events remaining in 2022, Recreation Services Manager Jen Gillard provided a review of the 2022 Celebrate

Brooklyn Park Events that took place during the summer of 2022 and some ideas for change in 2023. (See attached PowerPoint)

Highlights of the presentation were:

- January to May highlight events
- June to August highlight events
- Outdoor event attendance is affected by weather
- September – December upcoming events
- Planning for 2023

Manager Gillard asked for feedback on what stood out from the presentation and for suggestions. Commissioner responses were:

- Commissioner Gomez - Would like to see Hispanic Heritage celebration. Low attendance of concerts may be due to the venue. The concerts might be a better draw at a park versus North Hennepin Community College. Have more events at venues other than Zanewood.
- Vice-Chair Sandberg – Liked the concerts at the gazebo in front of the CAC. Disappointed that the fireworks is being eliminated.
- Commissioner Lande – Regarding events agree that quality is more important than quantity. Concerts – consider having less but with a bigger draw with well-known performers. Be careful about how the messaging of not having fireworks to pay for performers in the parade.
- Commissioner Quigley – Consider rotating the celebrations from year to year versus not doing some at all. Agreed with Commissioner Lande regarding concerts – consider less with bigger name recognition.
- Chairperson Nolen – Paying the bands to march in the parade stands out. Disappointing the fireworks are eliminated. Nice to see the CAC is featured more with events. Likes the idea from Commissioner Quigley of rotating the celebrations so that no group is left out. Tricky with what to have with concerts due to our diverse community. Appreciate that staff is gathering data to support the decisions.
- Commissioner Dillenburg – Also supports the Hispanic Heritage celebration. Would prefer to keep the fireworks and eliminate the parade. Consider combining events. Agreed that the concerts is a difficult event to plan due to people's tastes. Appreciates the winter events to get people outside.
- Councilmember Parks – As chair of the parade event we found that when we stopped paying the bands stop coming. Likes the idea of paying performers however with the diversity of the city what would those performers be? Manager Gillard said staff would first try to get the local high school bands, then other well-known draws and cultural heritage groups/dancers.

Manager Gillard asked for feedback on what was exciting to see?

- Commissioner Dillenburg stated that having many options for every age group was important. Also that there was something in each month.
- Councilmember Parks says that Recreation and Parks puts us in news with a positive image.
- Commissioner Lande appreciates that so many events / programs are free. Maybe consider a good will offering.

Manager Gillard asked what concerns (other than previously stated) about the direction we are going?

- Commissioner Gomez states that as long as we are working within the scope of funds and maintain a fiscal discipline.

- Commissioner Dillenburg – don't overdo it.
- Commissioner Lande – be hyper aware of the diversity of population.

Manager Gillard asked for recommendations for 2023?

- Commissioner Gomez – Pick a Friday from September 15 – October 15 to have a mariachi band at a park with food and dance.
- Commissioner Lande – Partner with other organizations and or businesses.
- Commissioner Dillenburg – For outdoor events consider some type of rain cover i.e., umbrellas.

Additional Questions and comments:

- Commissioner Lande asked where the backpacks for the Back to School BBQ held at Zanewood came from. Manager Gillard responded that Honor2Help (H2H) sourced and supplied the backpacks from different organizations. H2H provides the food and supplies at the event and Brooklyn Park supports the event logistics, host and provided inflatables.

2. BUDGET

Director Tullberg presented (see attached PowerPoint) an overview of the proposed 2023 Recreation and Parks Department budgets and staff priorities including:

- Recreation & Parks Department General Fund
- Ice Arena Special Revenue Fund Budget
- Brookland Golf Park Special Revenue Fund Budget
- Edinburgh USA Golf Course & Clubhouse Enterprise Fund Budget
- Brooklyn Park Sports Dome Enterprise Fund Budget
- For reference, the operating philosophies of each type of fund are:
 - **General Fund** – This represents funding via current year revenue collections of the General Fund, which supports operations and capital outlay expenditures. Revenue sources include annual property tax levies, state aid payments, and various program, permit and license fees.
 - **Special Revenue Fund (SRF)** – Special Revenue Funds consist of funds generated from fees collected from users of the Brookland Golf Park and CAC Ice Arena. These funds are utilized to pay for general operations and maintenance, but not capital improvement projects.
 - **Recreation Enterprise Fund (RE)** – Recreation Enterprise Fund consist of funds generated from fees collected from users of the Edinburgh USA Golf Course and Clubhouse and Brooklyn Park Sports Dome. These funds are utilized for operational expenditures, capital improvements and debt retirement for the facility.

Budget Timeline going forward:

- September 26 – Council Adopts Preliminary Budget and Tax Levy
- September 27 – Presentation to Budget Advisory Commission
- November 1 - Department Presentations to Council
- November 1 – Presentation of CIP/CEP to City Council
- November 14 – City Council Reviews 2022 Amended Budget
- December 5 – Truth and Taxation Public Hearing
- December 12 – Adopt final Budget, CIP/CEP and Tax Levy

Questions or comments

- Vice - Chairperson Sandberg – What is the plan for the CAC / Senior Center bond referendum expenditures listed for 2022 and 2023? Director Tullberg the funds will

shift forward each year until the work begins. Staff has been working on a plan that will be going before the City Council.

- Vice- Chair Sandberg asked about the \$21M budgeted for aquatics next year and the year after that. Director Tullberg stated that it is a placeholder project that is there to help leverage grants. There are no funding resources available and would require City Council approval.

7. OLD BUSINESS

1. APPROVAL OF THE EDINBURGH USA GOLF CART LEASE – CC Meeting 7/25/2022
2. ACCEPTANCE OF THE ACTIVE LIVING HENNEPIN COUNTY GRANT IN THE AMOUNT OF \$3,000 – CC Meeting 9/12/2022
3. ACCEPTANCE OF THE MINNESOTA DEPARTMENT OF EDUCATION YOUTH WATER SAFETY GRANT IN THE AMOUNT OF \$9,571.00 – CC Meeting 9/12/2022
 - Commissioner Lande asked for clarification on the grant. Manager Gillard stated the grant runs from July 2022 to July 2023.
4. AWARD THE CONTRACT FOR THE BROOKDALE PARK TRAIL CONNECTION TO BARBER CONSTRUCTION IN THE AMOUNT OF \$156,847 – CC Meeting 9/12/2022
 - Commissioner Dillenburg ask typically, how wide are the trails? Director Tullberg stated trails are generally 10 feet wide.

8. WRITTEN REPORTS

1. PROGRAM AND EVENTS UPDATE
No Comments
2. PARK PROJECTS UPDATE
Greg Hoag, Manager Operations and Maintenance Parks and Buildings stated that there was a tree planting held September 21 and another opportunity to help on September 29th at Willows of Aspen.
3. 2022 RPAC AREA OF EMPHASIS REPORT
No Comment
4. DIRECTORS REPORT
Director Tullberg verbally added that there is a candidate for the Youth on Boards. The candidate is in the 14 – 17 age group. She is from the Park Center High School. She will go before the City Council on September 26 to be interviewed.

9. DISCUSSION ITEMS

1. OPEN FORUM – QUESTION AND ANSWERS
 - Commissioner Sandberg asked when the Sports Dome would go up? Manager Hill responded that it would take place the week of October 24th.
 - Commissioner Lande asked for an update on the Center for Innovation and The Arts? Director Tullberg stated that the state legislature did not approve the funding during the last session. The council is trying to determine what action they will be taking going forward.
 - Commissioner Dillenburg asked for an update on Regent Ave construction? Director Tullberg stated that the last report stated that paving begins week of September 26th. The construction has affected the Brookland Golf Course access.
 - Commissioner Lande asked if there is ever a discussion on Youth Services update – number of participants, programs. Director Tullberg stated there is an annual report given usually in the Spring.

10. VERBAL REPORTS AND ANNOUNCEMENTS

1. CITY COUNCIL UPDATE – COUNCILMEMBER PARKS

Councilmember Parks reported on the following:

- Voting for the November 8th Election begins on September 23rd
- Budget discussions are underway
 - Fire will be asking for two new firehouses that have accommodations that allow for full time fireperson housing when on duty.
- Discussion regarding a new Sister City in Liberia.

2. CITY PLANNING COMMISSION UPDATES – COMMISSIONER TURNHAM

No Report

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

No Report

4. RPAC COMMISSIONER UPDATES

NA

5. KEY TOPICS FOR DISCUSSION AT THE NEXT RPAC MEETING – October 19

Possible discussions at the October meeting will be:

- Wayfinding Trails
- Hometown Ballfield
- Amplified Sound

6. KEY DATES FOR FUTURE MEETINGS/EVENTS

NA

11. ADJOURNMENT

Meeting ended at 7:41 P.M.

Submitted respectfully,
Jeanine Machan
Secretary

Attachments

4.2A RPAC Events Update

4.2B 2023 Budget and CIP Presentation

Celebrate Brooklyn Park Events Update

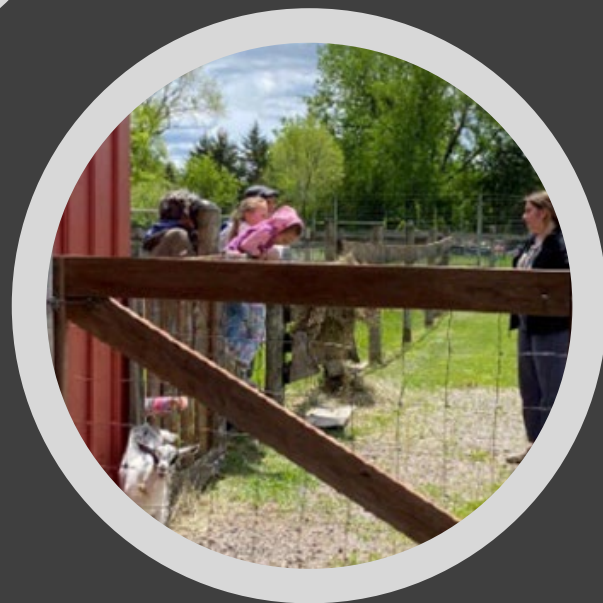
**Recreation & Parks Advisory Commission
September 21, 2022**

Jen Gillard, Recreation Services Manager



January-May Highlights

- Winterfest & Snowshoe Saturdays - 200 people total
- New! Black History Month Showcase – sold out at 275 (with Covid restrictions)
- Spring on the Farm – 400+ visitors



June-August Highlights



- Return of the Tater Daze Parade
- New! Community Market at end of parade route
 - Will continue to work with Community Engagement to enhance this event
- Brooklyn Park History Day at the Farm – 200+ visitors
- 2nd Annual Arts Festival – 675 visitors!
- Juneteenth – 350-400 visitors
 - lead by committee outside of Rec and Parks this year. Community Events Specialist will be on the planning committee for 2023.
- New Happy Hour event at the farm - 150 visitors (paid event)

June-August Highlights Continued

- Summer Splash - 600+ visitors
- Brooklyn Park Night Out – 700-800 visitors
- Jazz in July – 50-70 weekly
- Kids concerts at the Farm - 275+ each
- Pick Up Truck Opera – 40 (bad weather)
- Back to School BBQ – est 2,000
- Farmers Market (July-October)
 - July average 366
 - August average 482
 - Sept average so far 442



September- December

Upcoming Events

Spooktacular – 800-1000

New! Movie in the Park

Ghostly Gala – 300-400 people with disabilities

Hmong New Year – planning a larger event with no covid restrictions

Holiday Market 600+

Norwegian Christmas at Eidem Farm 400+

Holiday Lights Tour

Living Well Resource Fair 300+



Planning for 2023

w confidence

- Budget
 - Working on ways to stretch available funds and focus on impact of events
 - Eliminate fireworks display (\$10K) and shift those funds to other events
- Parade
 - Planning sooner to recruit performers and community orgs to participate
 - Need to pay for performers
- Farmers Market
 - Looking at ways to expand the market and increase weekly traffic. We get a lot of craft vendors wanting to purchase a booth.
- Concerts
 - Lowest attended of all events – except kids concerts at the farm
 - Many events already include musical performance
 - Working on what happens to these
- Staffing
 - Goal is to offer events throughout the year but allow enough time for Event Specialist to plan quality experiences
- Event model has been changing
 - Many include plated food/food trucks, music/performers, vendors, recreation activity, and resources
- Holiday schedule & heritage months
 - Currently celebrating Black History Month, Juneteenth, Hmong New Year, Indigenous People's Month Celebration, Disability Awareness campaign
 - Currently not celebrating Pride Month, Women's History Month, Hispanic Heritage Month, or API Heritage Month.



Feedback!

What stands out to you about what you've seen?

What is exciting about the direction we are going?

What concerns do you have about the direction we are going?

What recommendations do you have for 2023?

2023 Recreation & Parks Department Budget Overview

Recreation & Parks Advisory Commission
September 21, 2022

Budget Process & Timeline

- **July 15** – Dept. submit budget & CIP/CEP requests
- **July 15 – August 13** – City Manager/ Finance Director Review of Dept. Budget Requests
- **August 22 or 29** – Preliminary Budget to City Council
- **September 6** – Budget Work Session with City Council
- **September 26** – Council Adopts Preliminary Budget and Tax Levy
- **September 27** – Presentation to Budget Advisory Commission
- **November 1** - Department Presentations to Council
- **November 1** – Presentation of CIP/CEP to City Council
- **November 14** – City Council Reviews 2022 Amended Budget
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General Fund Overview

(as of 9/19/22)

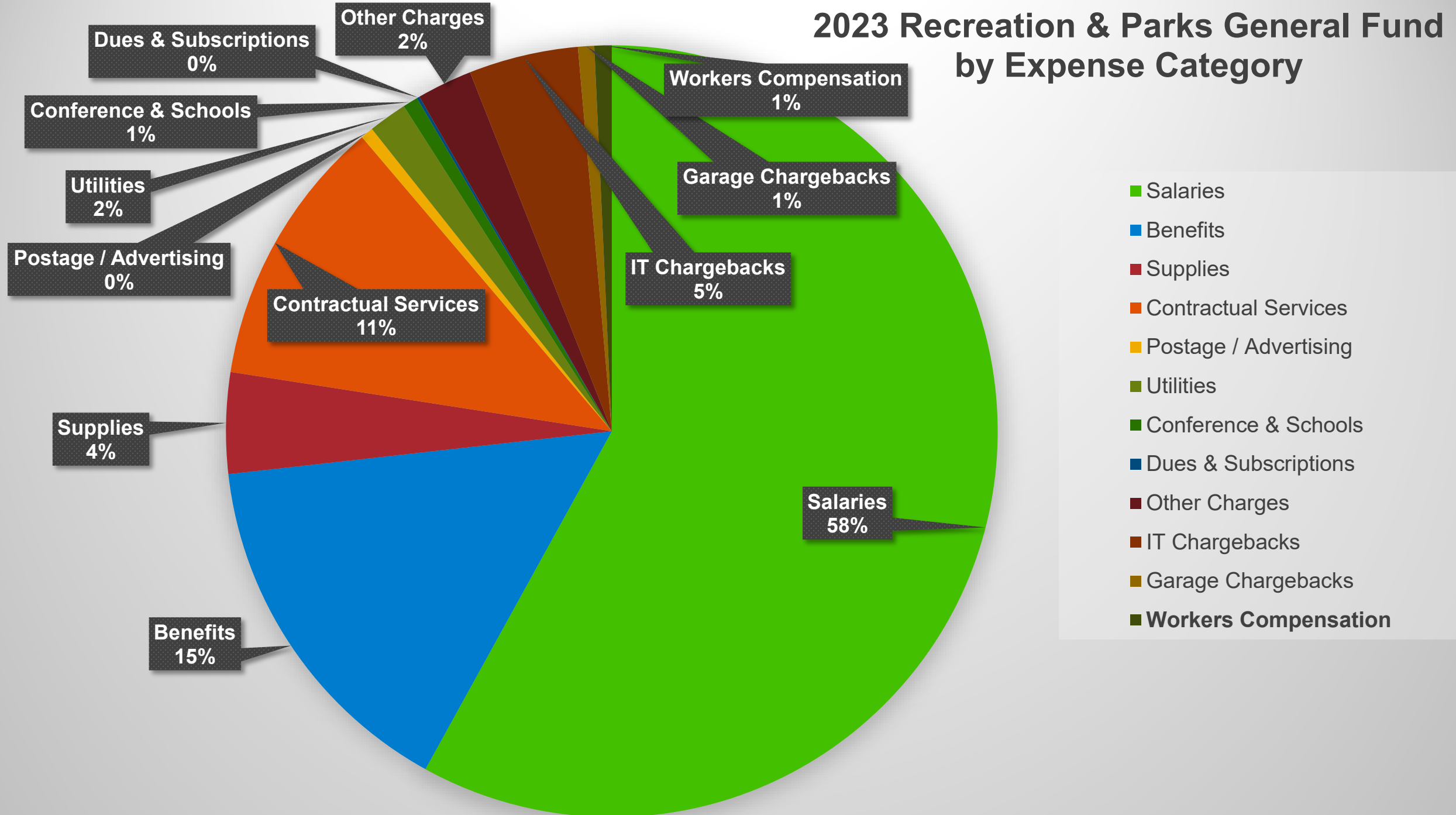
- 2023 General Fund Revenues (\$1,155,103)
 - Income from Program Registrations
 - Daily Fees
 - Merchandise for Sale
- 2023 General Fund Expenditures (\$5,766,681)
 - Staffing & Benefits (FT, PT, and Seasonal)
 - Contractual Services
 - Operating Supplies
 - Utilities
 - Training
 - Other (Chargebacks, Printing, Postage, etc.)
- 2023 Total Levy Request \$4,611,578
 - A proposed increase of \$310,486 or 7.2%

2023 Budget Priorities

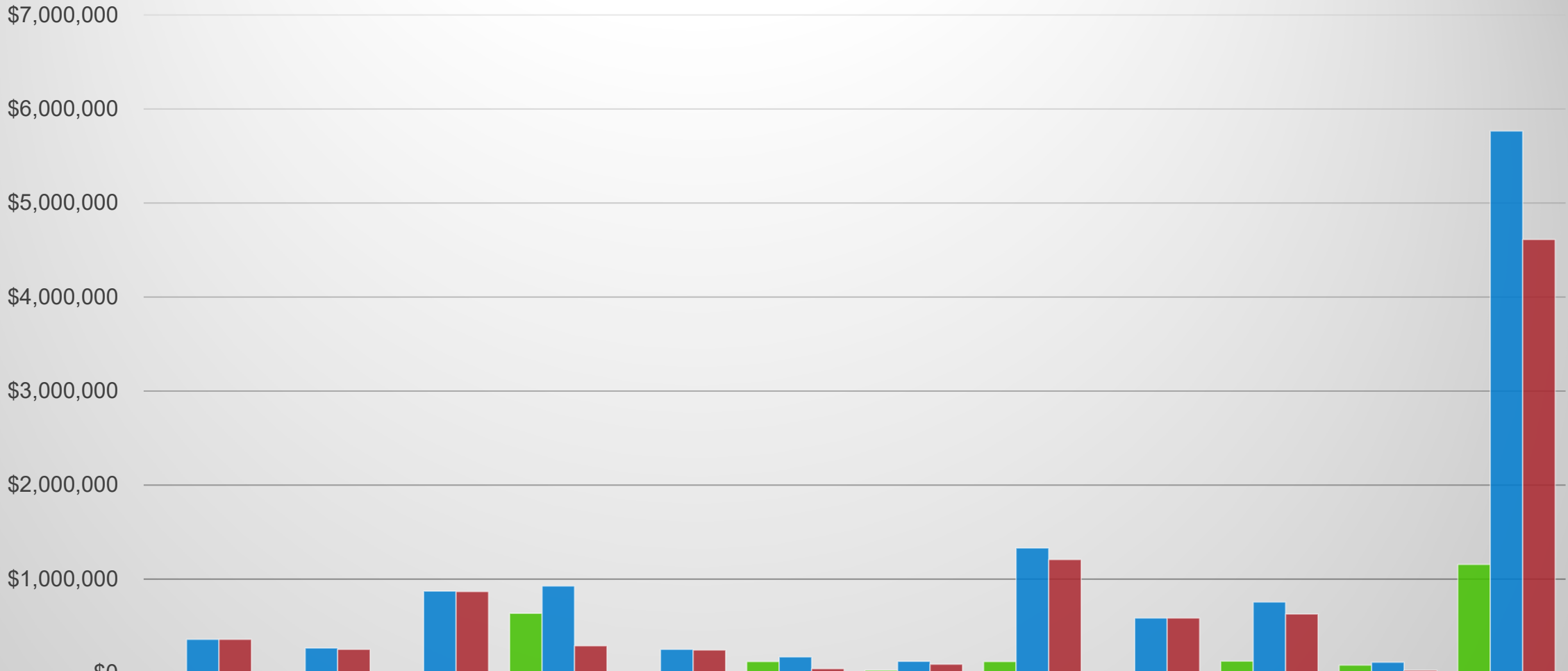
(as of 9/19/22)

- **Priority 1 - Increase seasonal staffing wages to remain competitive**
 - \$164,455 across all Rec & Parks budgets
- **Priority 2 - Increase K-5 position at Zanewood Recreation Center to Full-Time**
 - \$35,100 plus benefits
- **Priority 3 - Increase Aquatics/ Fitness position to Full-Time**
 - \$13,383, salary increase only
- **Priority 4 - Increase Building Maint. Worker to Lead Building Maint. Worker**
 - \$12,371, salary increase only
- ~~○ **Priority 5 - FT Farm Specialist**~~
 - ~~○ \$8,650 + benefits~~
- ~~○ **Priority 6 - Recreation Department Intern**~~
 - ~~○ \$11,798~~

2023 Recreation & Parks General Fund by Expense Category



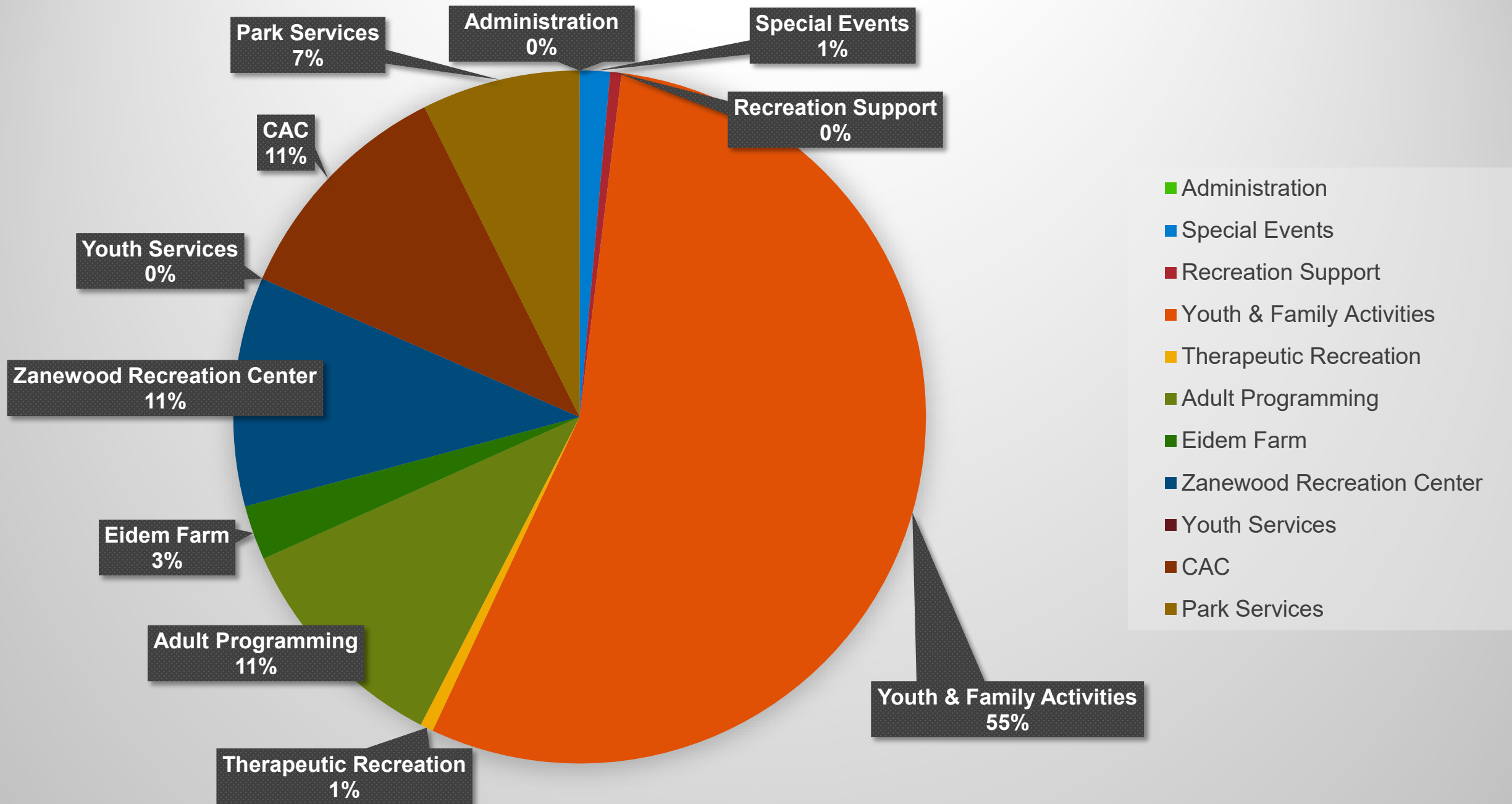
2023 Recreation & Park Budget – General Fund



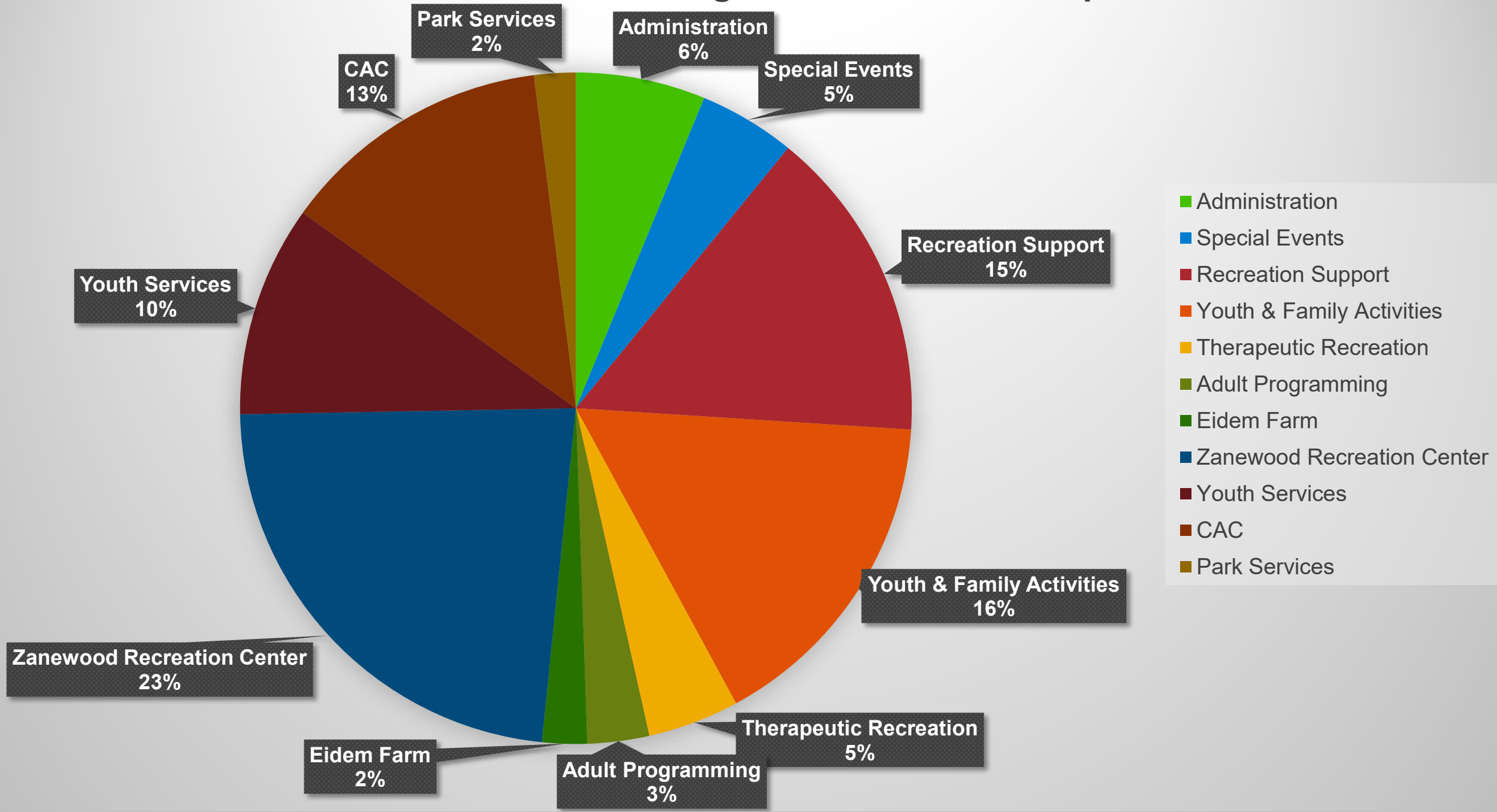
Revenues	\$0	\$16,300	\$6,100	\$635,725	\$7,080	\$123,650	\$29,428	\$123,550	\$0	\$127,870	\$85,400	\$1,155,103
Expenditures	\$359,853	\$267,873	\$872,545	\$926,808	\$253,886	\$171,203	\$124,562	\$1,331,712	\$586,985	\$756,049	\$115,205	\$5,766,681
Net Property Tax Supported	\$359,853	\$251,573	\$866,445	\$291,083	\$246,806	\$47,553	\$95,134	\$1,208,162	\$586,985	\$628,179	\$29,805	\$4,611,578

Revenues Expenditures Net Property Tax Supported

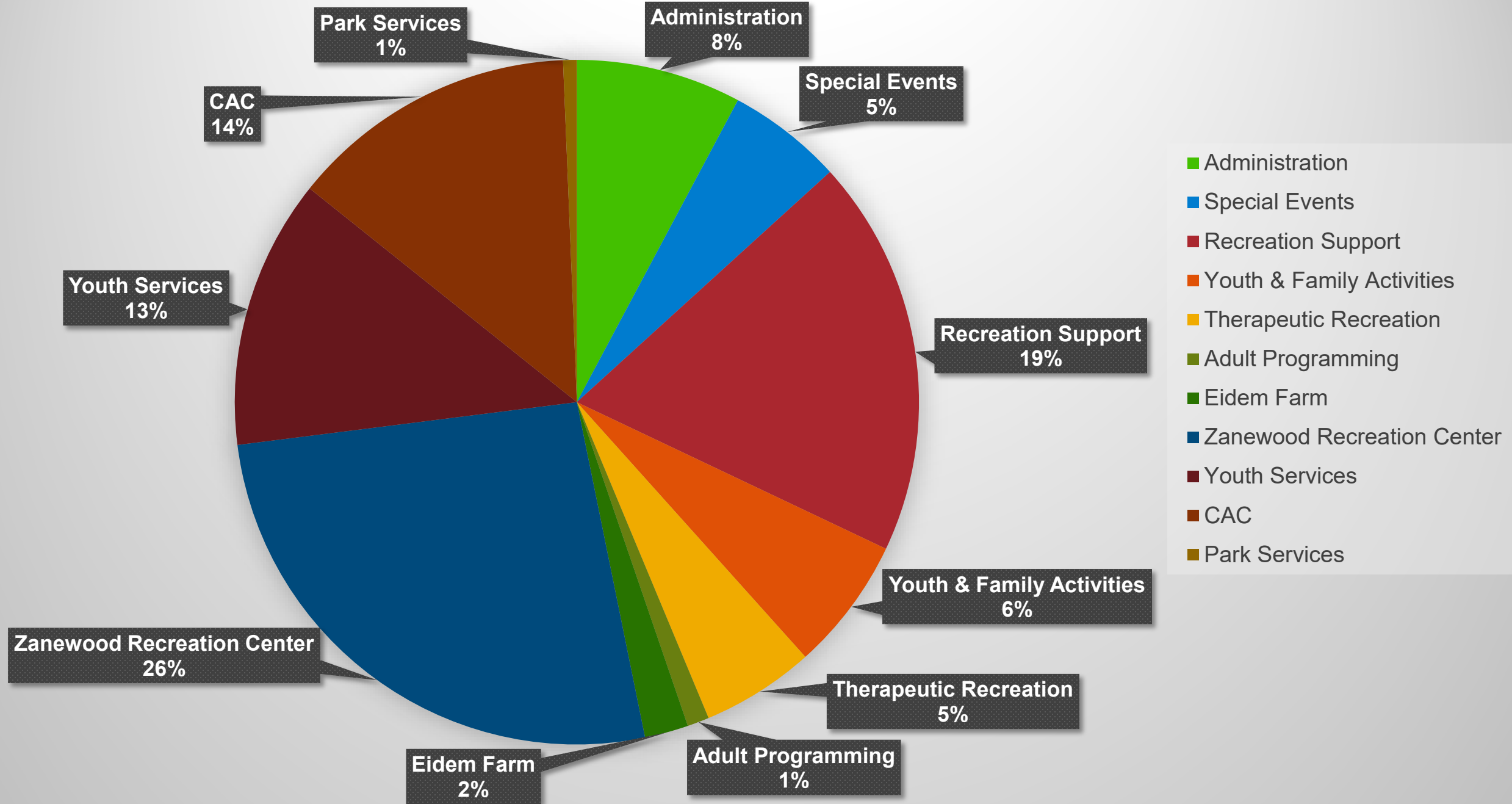
2023 Recreation & Park Budget – General Fund Revenues



2023 Recreation & Parks Budget – General Fund Expenditures



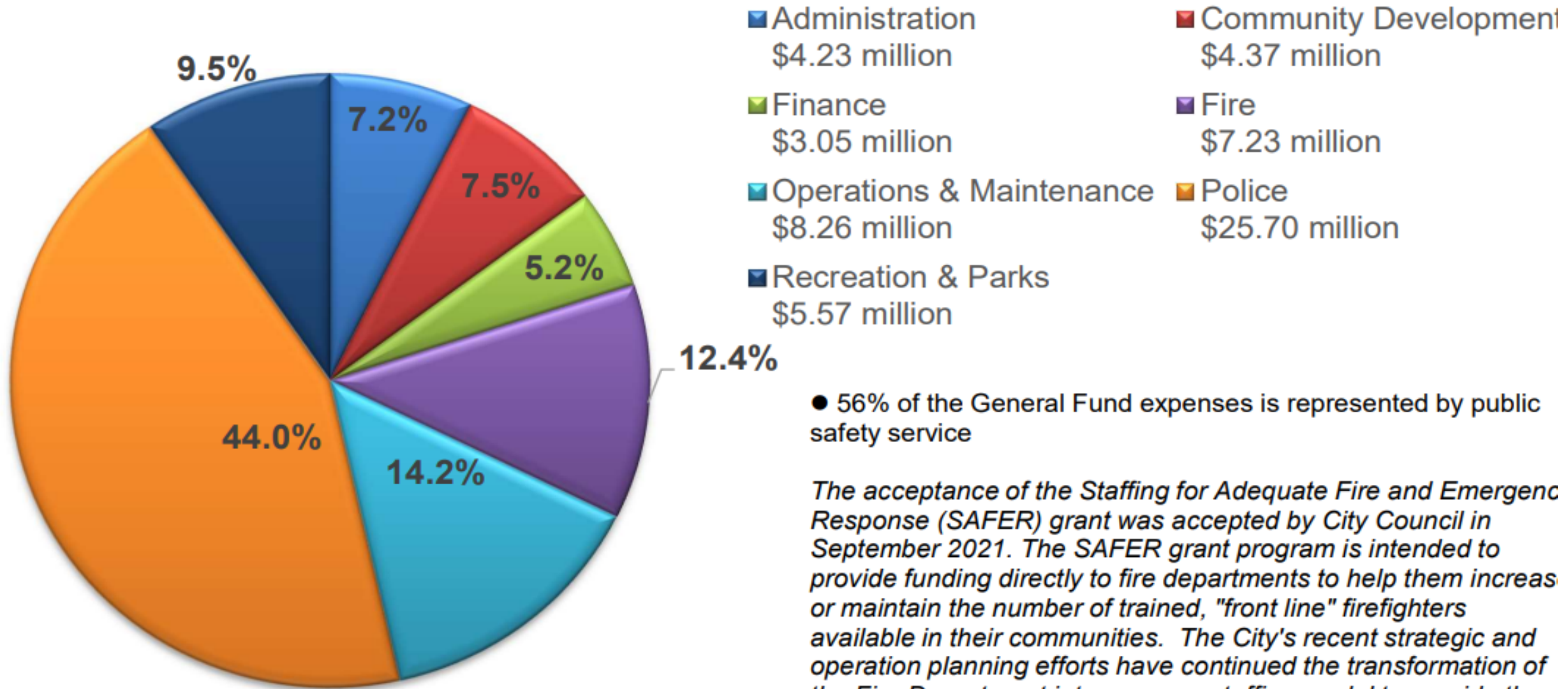
2023 Recreation & Park Budget – General Fund Tax Levy Support



RECREATION & PARKS GENERAL FUND



2022 CITY OF BROOKLYN PARK EXPENDITURES BY DEPARTMENT

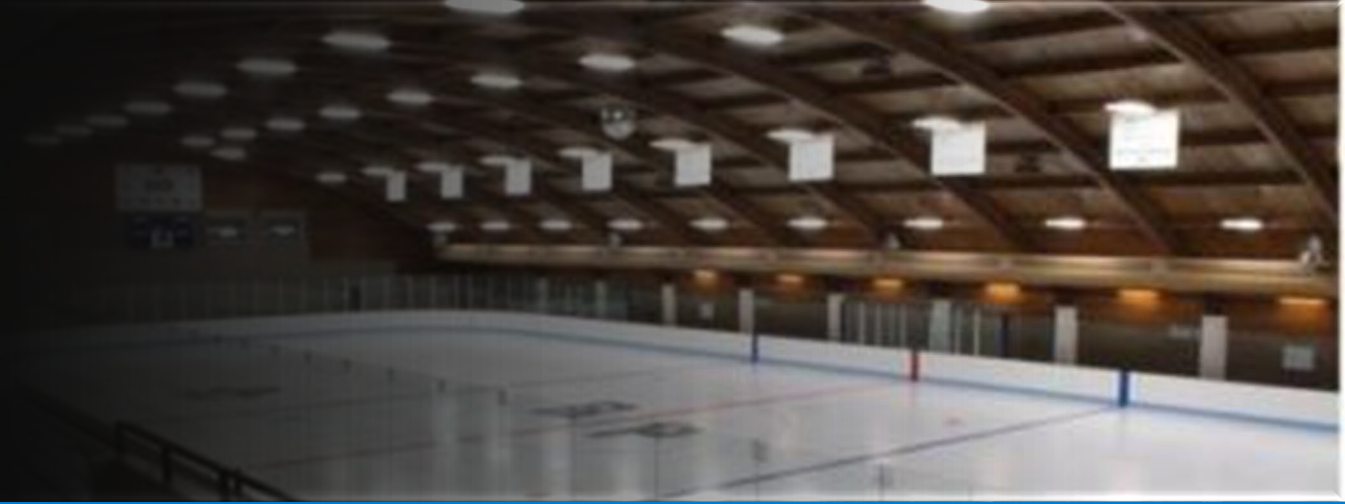


The acceptance of the Staffing for Adequate Fire and Emergency Response (SAFER) grant was accepted by City Council in September 2021. The SAFER grant program is intended to provide funding directly to fire departments to help them increase or maintain the number of trained, "front line" firefighters available in their communities. The City's recent strategic and operation planning efforts have continued the transformation of the Fire Department into a career-staffing model to provide the community with rapid, professional, and highly trained fire and emergency medical care response. The grant will fund 12 full-time firefighters for three years.

Budget Fund Overview

Special Revenue Fund

- Special Revenue Funds consist of funds generated from fees and charges collected from users of the **Brookland Golf Park and Ice Arena**.
- These funds are utilized to pay for general operations and maintenance.
- Levy support through Heritage for capital asset replacement.

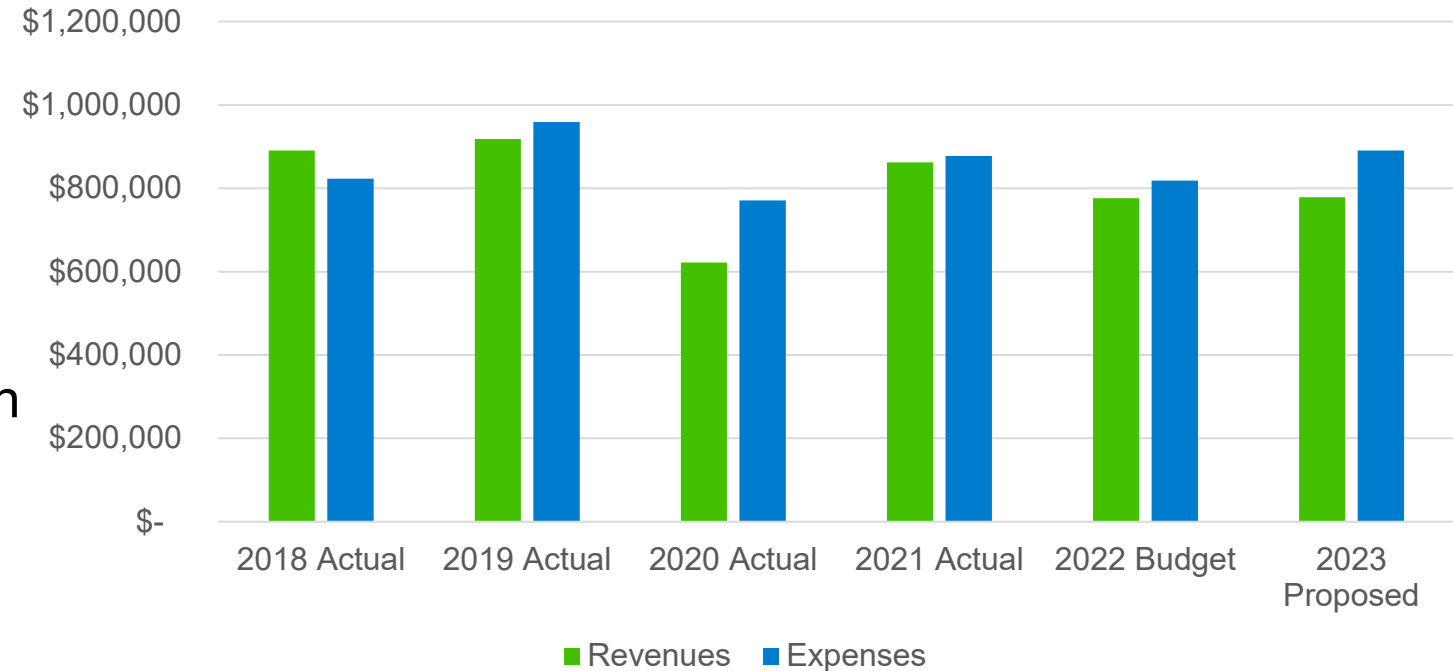


2023 RECREATION & PARKS BUDGET

ICE ARENA

(Special Revenue Fund)

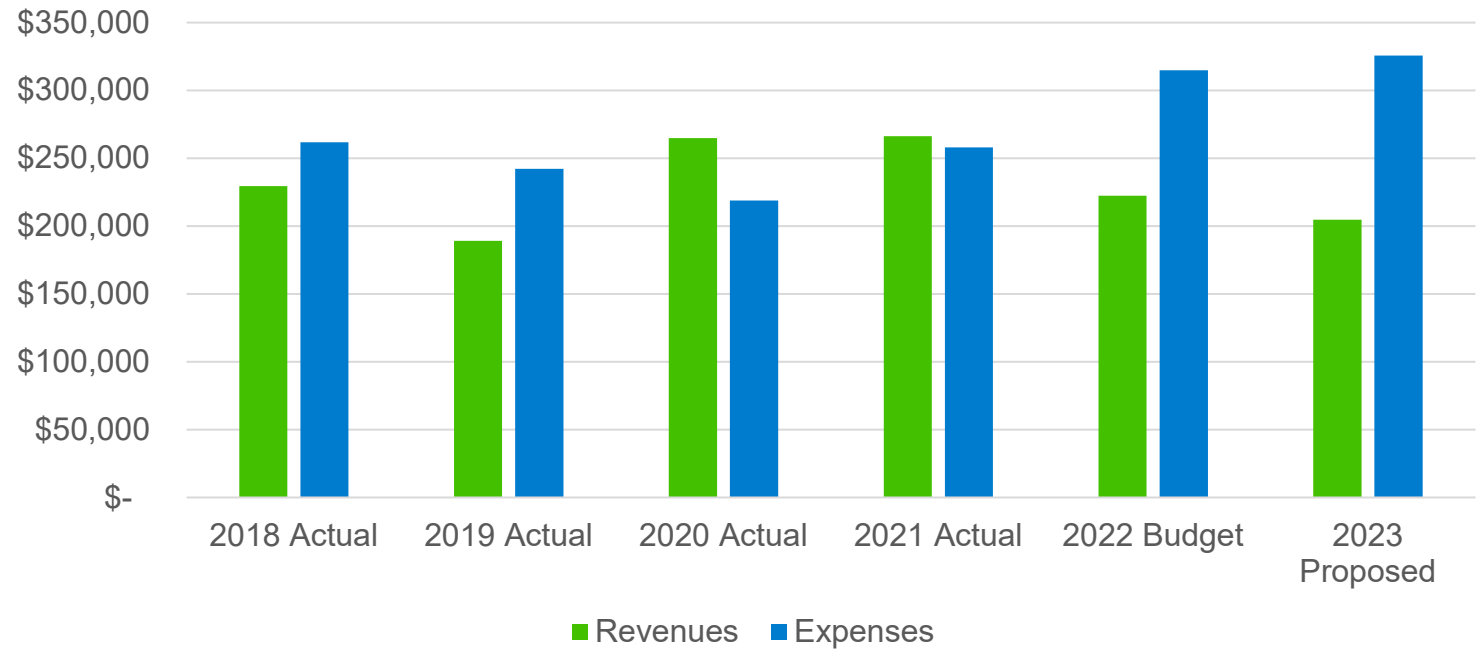
- Consistent annual budget
- Forecast to “average” year
- Annual Increase in Ice Rental Rates
- Salary growth in 2023
- 2023 budget being evaluated for reduction



Recreation General Fund	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Approved	2023 Proposed
Revenue	\$ 890,757	\$ 918,434	\$ 621,709	\$ 862,075	\$ 776,650	\$ 778,550
Expenditure	\$ 822,818	\$ 958,656	\$ 770,978	\$ 877,871	\$ 818,719	\$ 891,047
Balance (Levy)	\$ 67,939	(\$ 40,222)	(\$ 149,269)	(\$ 15,796)	(\$ 42,069)	(\$ 112,497)

2023 RECREATION & PARKS BUDGET BROOKLAND GOLF PARK (Special Revenue Fund)

- Consistent annual budget
- Forecast to “average” year
- Slight Increase in Rates
- 2023 includes \$25k in CIP
- 2023 budget being evaluated for reduction



	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Approved	2023 Proposed
Recreation General Fund						
Revenue	\$ 229,505	\$ 189,256	\$ 264,952	\$ 266,305	\$ 222,390	\$ 204,840
Expenditure	\$ 261,883	\$ 242,168	\$ 218,898	\$ 258,089	\$ 291,096	\$ 325,755
Balance (Levy)	(\$ 32,377)	(\$ 52,912)	\$ 46,054	\$ 8,216	(\$ 68,706)	(\$120,915)



Recreation Enterprise Fund

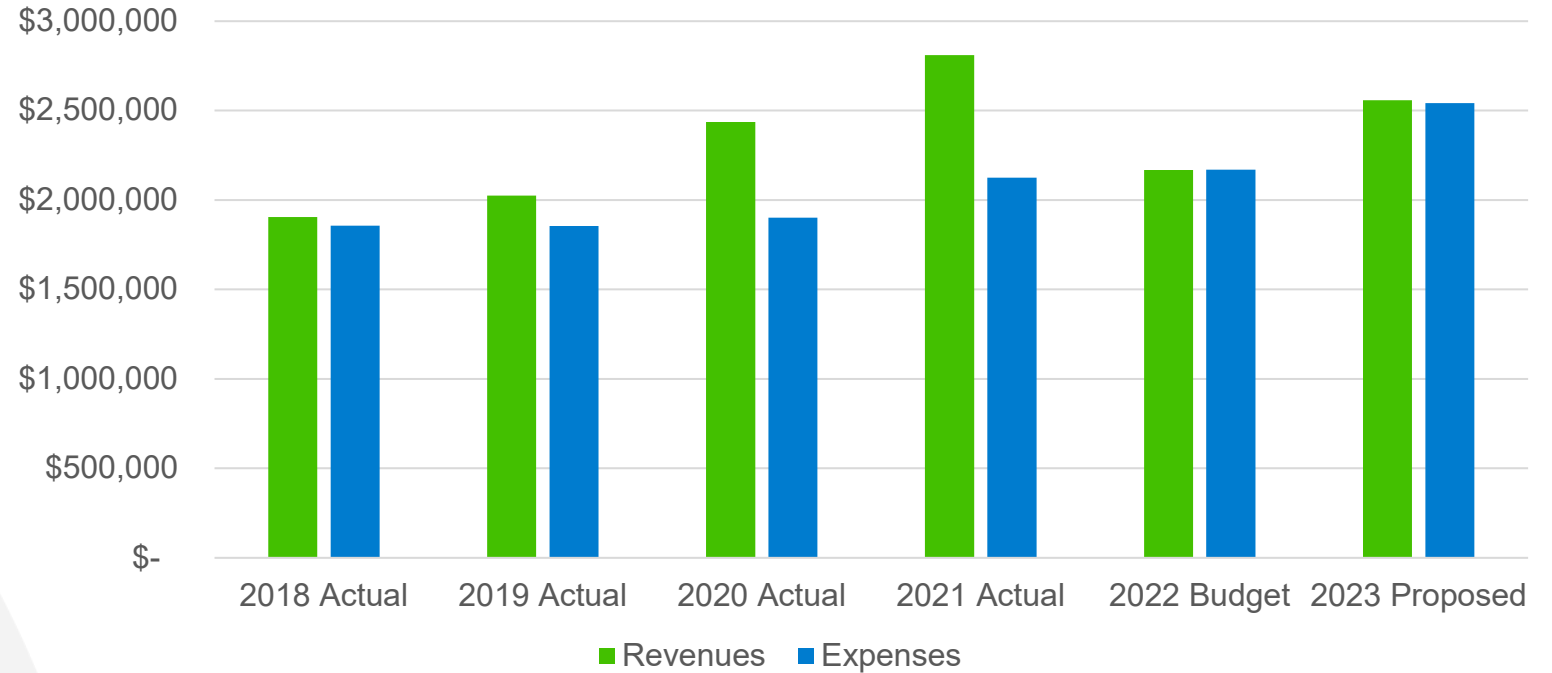
- Recreation Enterprise Funds consist of funds generated from fees collected from users of the **Edinburgh USA (Golf Course & Clubhouse)** and **Brooklyn Park Sports Dome**
- These funds are utilized for operations, maintenance, capital asset replacement, and debt retirement expenditures for the facility.

2023 RECREATION & PARKS BUDGET

EDINBURGH USA GOLF COURSE

(Enterprise Fund)

- Forecast to “average” year
- Slight increase in rates
- Rental clubs (every other year)
- Includes \$115k annual payment of irrigation system loan



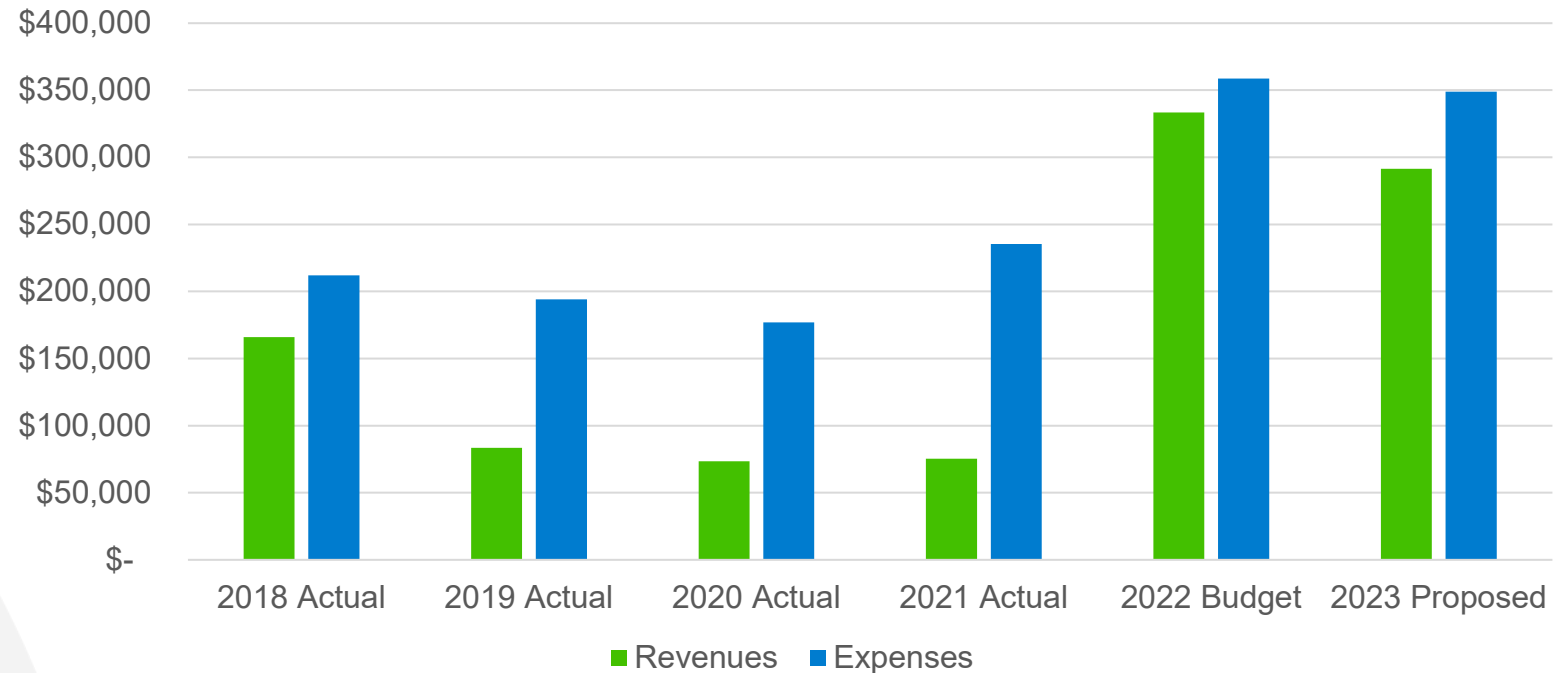
Recreation General Fund	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Approved	2023 Proposed
Revenue	\$ 1,904,795	\$ 2,024,722	\$ 2,436,083	\$ 2,810,095	\$ 2,166,640	\$ 2,457,880
Expenditure	\$ 1,856,729	\$ 1,854,484	\$ 1,901,892	\$ 2,124,300	\$ 2,168,899	\$ 2,441,273
Balance (Levy)	\$ 48,066	\$ 170,237	\$ 534,191	\$ 685,795	(\$ 2,259)	\$ 16,607

2023 RECREATION & PARKS BUDGET

EDINBURGH USA CLUBHOUSE

(Enterprise Fund)

- Clubhouse utilities, maintenance and CIP
- 2022 First full year of D'Amico operations (construction & COVID)
- EDA transfer in for CIP (\$150k)
 - Building structure = EDA
 - Replaceable items = Enterprise fund



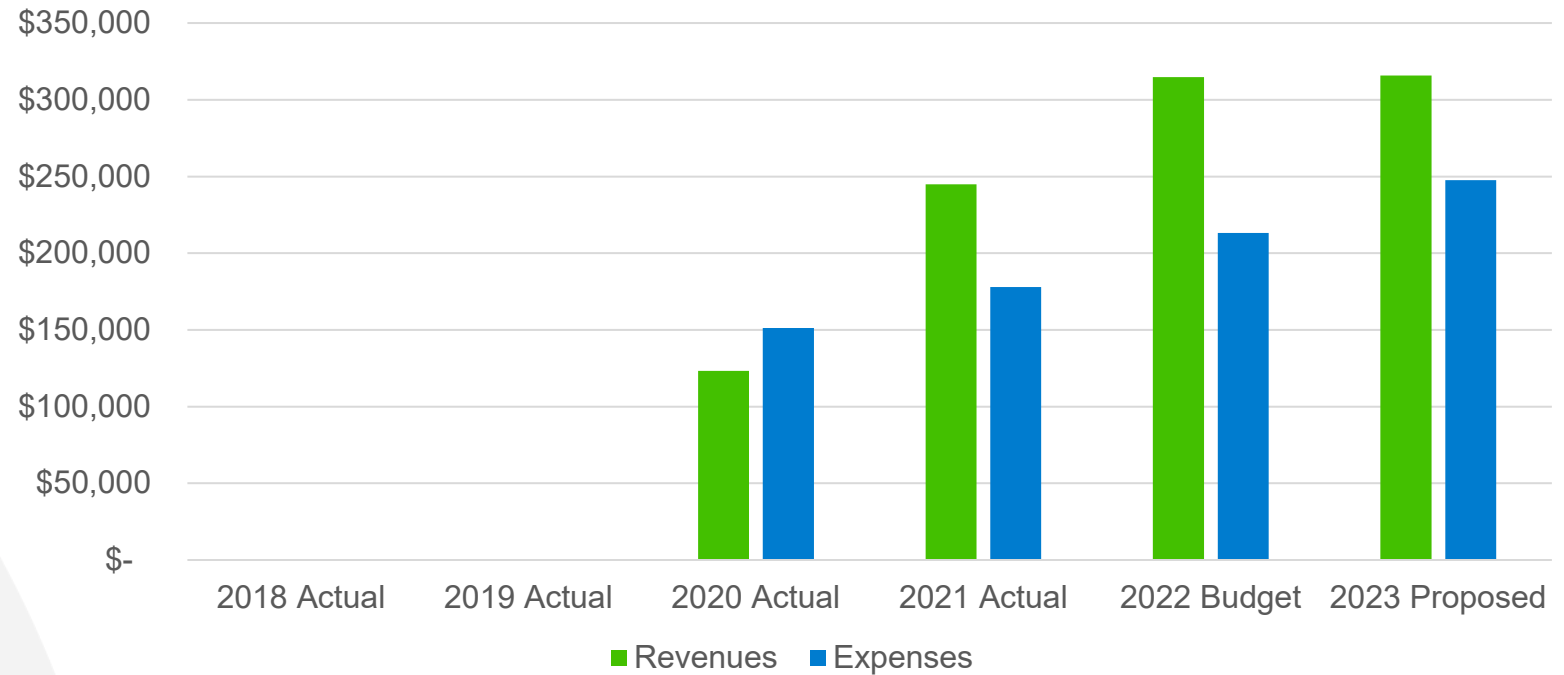
Recreation General Fund	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Approved	2023 Proposed
Revenue	\$ 166,016	\$ 1,528,838	\$ 73,325	\$ 75,456	\$ 358,541	\$ 291,287
Expenditure	\$ 211,865	\$ 1,639,469	\$ 176,826	\$ 235,456	\$ 333,287	\$ 348,895
Balance (Levy)	(\$ 45,848)	(\$ 110,631)	(\$ 103,501)	(\$ 160,000)	(\$ 25,254)	(\$ 57,608)

2023 RECREATION & PARKS BUDGET

BROOKLYN PARK SPORTS DOME

(Enterprise Fund)

- Similar to original forecasted budget
- 2022 first true operational year
- Possible increase to rental rates in 2023



Recreation General Fund	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Approved	2023 Proposed
Revenue			\$ 123,310	\$ 244,748	\$ 314,850	\$ 315,875
Expenditure			\$ 151,215	\$ 177,999	\$ 213,278	\$ 247,571
Balance (Levy)			(\$ 27,905)	\$ 66,749	\$ 101,572	\$ 68,304

CIP/ CEP Overview

- **Capital Improvement Plan (CIP)** is a 5-yr Infrastructure Plan for rehabilitation, replacement, enhancement and new projects (\$25,000+)
- **Capital Equipment Plan (CEP)** is a 5-yr Operational Equipment Plan for replacement and new items (\$10,000+)
- CIP/CEP are flexible plans based upon long-range planning, financial projections and annual review
- Only first year of projects are approved within each 5-year CIP/CEP
- Projects are approved and then included in the annual budget

CIP Project Types Overview

- **Rehabilitation** – restore to original condition (i.e. parking lot overlay)
- **Replacement** – replace old with new (HVAC, playground)
- **Enhancement** – expand/ improve an existing facility
- **New Facility** – construction of a new facility
- **Provisional** – Projects where funding is not identified

CIP Fund Overview

- **Heritage Infrastructure Fund (HI)** - This fund was created in 1999 by City Council action to fund general capital replacement expenditures on a pay as you go basis over fifty-year period. This first five years of the fifty-year plan are comprised of projects included in the current Capital Improvement Program.
- **Open Space Land Acquisition and Development Fund (OSLAD)** – This fund represents funding primarily via park dedication fees, cell tower lease revenue, sale of park land and waivers from developers funding may also be from grant-in-aid, bonds and donations. This fund is utilized to acquire and develop, replace and rehabilitate parks and facilities.
- **Park Referendum Bond (PB)** – The 2018 Park Bond Referendum that was approved includes up to \$26M in park projects. The city will bond for the various projects over the course of 5-7 years. Projects include natural resource management, trails, wayfinding, lighting, park reinvestments, community/senior center investments, fields and courts, teen center and Eidem Farm.
- **Grant-In-Aid (GA)** – This funding is received from the Federal, State or County government. Grants are often made on matching basis, which means the city shares a portion of the costs of the project.

CIP Fund Overview

- **Community Development Block Grant Funds (CDBG)** – This fund represents funding via Federal CDBG allocation program money passed through Hennepin County. These funds are used for various improvements as approved by the City Council
- **Capital Improvement Bonds (CIB)** – This project funding is enabled by MN Statutes 475.521 which allows general obligation bonds to be sold for acquisition or betterment (5-year minimum life) of city hall, public safety and maintenance facilities. A separate CIP must be adopted, a public hearing was held and a 30-day period allowed for a petition to require a vote on the project in question at the next general election.
- **Information & Technology Service Fund (ITS)** – this represents funding established in the Information & Technology Services Fund for replacement of computers, telephones, and other designated support. Funding is from various sources such as tax levy, fund transfers and others.

2023 Proposed CIP Projects

Heritage Fund Projects

- Playground – Tessman or City Park (\$130,000)
- Park Buildings, Shelters & Amenities (\$25,000)
- Parking Lots – Hartkopf West, Hamilton West, Zanewood (\$75,000)
- Courts – Norwood Pickleball, Rehab one tennis court (TBD) (\$100,000)
- Trails (\$250,000)
- Irrigation System Master Planning for Athletic Complexes (\$30,000)
- Northwoods Playground surface repairs (\$25,000)
- Central Park hockey rink board replacement (\$150,000)
- Eidem Farm Rehabilitation (\$25,000)
- Brookland Maintenance Building Roof and siding (\$25,000)
- Community Activity Center HVAC (\$40,000)
- Zanewood Folding Wall Replacement (\$15,000)
- Emerald Ash Borer (\$200,000)
- Natural Resource Management (\$25,000)

QUESTIONS?

Brooklyn
Park



Unique.
United.
Undiscovered.

City of Brooklyn Park RECREATION AND PARKS ADVISORY COMMISSION			
Agenda Item	6.1	Meeting Date:	October 19, 2022
Agenda Section:	Presentation	Presented By:	Brad Tullberg, Recreation & Parks Director John Kinara, Community Development
Recreation & Parks Director Proposed Action	Update on Wayfinding Project		

Overview:

In 2021, the Recreation and Parks department and Community Development department partnered to enter into an agreement with Avia Design Group to develop a citywide wayfinding system for the trail system focusing on connecting people to key destinations within Brooklyn Park.

John Kinara, Housing and Economic Development Specialist, and consultants with Avia Design Group will present the current status of the project and the signage options being considered for RPAC feedback.

Primary Issues/Alternatives to Consider:

Budgetary/Fiscal Issues:

Attachments:

City of Brooklyn Park RECREATION AND PARKS ADVISORY COMMISSION			
Agenda Item	6.2	Meeting Date:	October 19, 2022
Agenda Section:	Presentation	Presented By:	Marcus Hill, Parks & Facilities Manager
Recreation & Parks Director Proposed Action	Update on Amplified Sound in Parks from 2022		

Overview:

Amplified Sound has been an on-going discussion item for the Recreation & Parks Advisory Commission in 2022. Oak Grove is the only park that the use of amplified sound is allowed. The bus tour in July demonstrated the amplified sound policy and how it is intended to work.

Parks & Facilities Manager Hill will review the data related to 2022 park rentals with amplified sound and solutions being implemented or considered by staff.

Primary Issues/Alternatives to Consider:

Budgetary/Fiscal Issues:

Attachments:

City of Brooklyn Park RECREATION AND PARKS ADVISORY COMMISSION			
Agenda Item	6.3	Meeting Date:	October 19, 2022
Agenda Section:	Presentation	Presented By:	Jen Gillard, Recreation Programs and Services Manager
Recreation & Parks Director Proposed Action	Transition of Get Up and Go to Park Pages		

Overview:

The Get Up and Go brochure has brought information about Recreation & Parks Department programs, services and facilities to residents for many years. The Get Up and Go had two major challenges in getting information to all residents in the City of Brooklyn Park:

- 1) The Get Up and Go brochures delivered to apartment complexes were not delivered to each apartment. They often laid on the floor in bundles near the rental office or mail area. Apartment managers would throw them out prematurely as they cluttered the space near mailboxes.
- 2) The Get Up and Go brochure has a plethora of information that can be difficult to understand for people who do not speak English as their primary language. Translation is very difficult and expensive for this type of brochure.

Starting in 2023, the Recreation and Parks Department programs, services and facilities information will be shared as insert to the Park Pages that is mailed to each home six times per year. Recreation Program and Services Manager Gillard will share planning progress and how it relates to the update of the RecTrac registration software used to register for programs.

Primary Issues/Alternatives to Consider:

Budgetary/Fiscal Issues:

Attachments:

City of Brooklyn Park RECREATION AND PARKS ADVISORY COMMISSION			
Agenda Item	7	Meeting Date:	October 19, 2022
Agenda Section:	Old Business	Presented By:	Brad Tullberg, Director of Recreation and Parks
Recreation & Parks Director Proposed Action	Past City Council Agenda Items and Community Engagement		

Overview:

The following attachments were presented at the City Council Meetings.

1. ACCEPTANCE OF THE 2023 HENNEPIN COUNTY HEALTH CANOPY GRANT - CC Meeting Sept 26
2. ACCEPT EAB COMMUNITY FOREST RESPONSE GRANT FROM THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES - CC Meeting Sept 26

Primary Issues/Alternatives to Consider:

NA

Budgetary/Fiscal Issues:

NA

Attachments:

- 7.1 4.4 RFCA_2022-2023 Hennepin County Healthy Tree Canopy Grant
- 7.2 4.3 RFCA_2022-2023 DNR EAB Community Forest Response Grant

City of Brooklyn Park Request for Council Action

Agenda Item:	4.4	Meeting Date:	September 26, 2022
Agenda Section:	Consent	Originating Department:	Operations and Maintenance
Resolution:	X		Greg Hoag, Park and Building Maintenance Manager
Ordinance:	N/A		
Attachments:	1	Presented By:	Dan Ruiz, Operations and Maintenance Director
Item:	Accept 2022-2023 Healthy Tree Canopy Grant from Hennepin County		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2022-_____ TO ACCEPT A GRANT FROM HENNEPIN COUNTY FOR THE 2022-2023 HEALTHY TREE CANOPY GRANT PROGRAM, AND AUTHORIZE THE CITY MANAGER TO ENTER INTO AN AGREEMENT.

Overview:

Emerald ash borer (EAB) is a non-native insect that infests and kills ash trees. EAB was first discovered in Brooklyn Park in August 2017. The cost to remove and replace all public ash trees in Brooklyn Park is estimated to be \$5 to \$6 million.

In April 2022, Hennepin County opened a Healthy Tree Canopy Grant Solicitation process. The goals of the grant are to assist communities in managing ash trees for EAB. Staff applied for funds through this solicitation process in June. Recently, Hennepin County notified staff of a grant award of \$50,000 to Brooklyn Park.

Primary Issues/Alternatives to Consider:

Operations and Maintenance staff recommend acceptance of the grant as presented.

Budgetary/Fiscal Issues:

This grant has a 25% match requirement. The Grant award is \$50,000, with a city match of \$12,500. Matching funds will be available in the 2023 forestry expenses from both the EAB Capital Fund and the Park Maintenance Forestry General Fund budget. The work for this grant will take place in 2023. The 2023 grant fund budget will include the \$50,000.

Attachments:

4.4A RESOLUTION

City of Brooklyn Park Request for Council Action

Agenda Item:	4.3	Meeting Date:	September 26, 2022
Agenda Section:	Consent	Originating Department:	Operations and Maintenance
Resolution:	X		Greg Hoag, Park and Building Maintenance Manager
Ordinance:	N/A		
Attachments:	1	Presented By:	Dan Ruiz, Operations and Maintenance Director
Item:	Accept EAB Community Forest Response Grant from the Minnesota Department of Natural Resources		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2022-_____ TO ACCEPT A GRANT FROM THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES FOR THE EAB COMMUNITY FOREST RESPONSE GRANT PROGRAM, AND AUTHORIZE THE CITY MANAGER TO ENTER INTO AN AGREEMENT.

Overview:

Emerald ash borer (EAB) is a non-native insect that infests and kills ash trees. EAB was first discovered in Brooklyn Park in August 2017. The cost to remove and replace all public ash trees in Brooklyn Park is estimated to be \$5 to \$6 million.

In November 2019, the Minnesota Department of Natural Resources (DNR) opened a EAB Community Forest Response Grant Solicitation process. Staff applied for \$30,000 from this Grant and was not selected for an award. In June of 2022, staff was contacted by the DNR, which was now offering to award this Grant at a reduced funding level of \$25,000.

Primary Issues/Alternatives to Consider:

Operations and Maintenance staff recommend acceptance of the grant as presented.

Budgetary/Fiscal Issues:

The Grant award is \$25,000. This grant does not have a formal match requirement; however, our request does include a \$1,250 cash match and a \$1,500 in-kind match. Matching funds will be available in the 2023 forestry expenses from both the EAB Capital Fund and the Park Maintenance Forestry General Fund budget. The work for this grant will take place in 2023. The 2023 grant fund budget will include the \$25,000.

Attachments:

4.3A RESOLUTION

City of Brooklyn Park Recreation and Parks Advisory Commission			
Agenda Item:	8.1	Meeting Date:	October 19, 2022
Agenda Section:	Written Reports	Presented By:	Pam McBride, Youth Services Manager; Jen Gillard, Recreation Manager
Recreation & Parks Director Proposed Action	Program and Events Update		

Overview:

Recreation Programs & Youth Services Highlights:

Staff are in the midst of Fall Programming, engaging residents in person, from Fall festival, to Spooktacular to Movies. Visit www.brooklynpark.org

Program and Event Updates:

Brooklyn Park Youth Outreach Team and Intervention Services

The Brooklyn Park Youth Outreach Team works M-F from 5:00-9:00pm each day in the community connecting young people to resources, redirecting negative energy, sharing positive activities, and working in partnership with police to maintain a safe and healthy community.

The team continues its partnership with Osseo Area schools and Park Center High School M,W,F to connect with and build relationships to create resource and youth worker connections with young people. Highlights have been:

BPYO is engaged at Huntington Place Apartment community, working with security to redirect negative energy in the community and direct youth to resources and opportunities.

Intervention team is working to secure housing needs for many families with youth that attend programs regularly. Launching homework help with tutors for America Reads this November to support youth behind in middle and high school.

Cities United

Cities United will be re-focusing and connecting young men with programs to support them in their goals and aspirations and launching programming in October.

Adult Fitness

Fall sessions of Adult Fitness that had kicked off the 2nd week in September are all running smoothly. The Fall sessions will continue through the end of December and will continue into the new year. Silver Sneakers Yoga, Cardio Strength, Zumba Gold, and Hatha Yoga will be offered in the mornings and evenings of the new year, with hopeful additions to our Adult Fitness class offerings. Staff are still seeking an additional Adult Fitness instructor(s) for the coming months and into the new year.

Weekly Adult Social Groups

Weekly social activity groups continue to see good attendance with 168 people enrolled in one or more weekly activities. Members have access to 14 activity groups per week. Social activity groups include: several art/craft groups, cribbage, bingo, poker, Mah Jongg, 65 Rummy, 500 Cards, Dominoes, Scrabble, and a Book Club.

Adults on the Move

Brooklyn Park hosted the Oktoberfest Luncheon on Thursday, September 29 at Edinburgh USA in partnership with the Cities of Brooklyn Center, Crystal, Golden Valley, New Hope, Plymouth, Robbinsdale, and Robbinsdale Community Education. Participants enjoyed the event and are interested in additional offerings at the Edinburgh USA Clubhouse.

Day Trips programs for adults have returned. On October 18 residents will head to Wisconsin for an afternoon on the Wisconsin Great Northern Train for lunch and views of fall colors. The November trip is a day in Historic Northfield and December is an afternoon at the MN Masonic Heritage Center for lunch and the O'Neill Brothers Holiday Piano Show in the Ives Auditorium.

Brooklyn Park has a new Tech Support program on Wednesday mornings with Senior Community Services. Residents 60+ can sign up for free 1:1 technology support through the SCS HOME program. The goal of the services is to help older adults stay connected to loved ones, community opportunities, entertainment options, healthcare, and more.

Age-Friendly Communities

A large community resource list has been created featuring resources and services in 9 topic areas. Staff are in the process of expanding the list to include additional resources for people with disabilities and those served through Outreach and Intervention Services. Staff are working to have this list be available to the community online and in print in the coming weeks.

Events

The annual Spooktacular event is scheduled for October 29 at Zanewood Recreation Center. Staff are recruiting community organizations and city representatives to host booths along the trick-or-treat trail. The Health on the Go trailer will be on site hosting 10-12 community organizations that will be promoting health and wellness to the local community.

The 2nd Annual Holiday Market is now accepting vendor applications through a new online portal. The Holiday Market will be held Saturday, November 5 at the Community Activity Center.

Farmers Market

The Brooklyn Park Farmers Market is now closed for the season. Staff are working on plans to expand the market in 2023 to include non-food vendors as a way to increase weekly traffic.

Aquatics

As Fall (September – October) swimming programs wind down, we prepare for our next session running through November – December. Class offerings for aquatics consists of swimming lessons for all age groups Monday, Tuesday and Saturdays in the months of September through December. School-year swimming is held between the Jackson Middle School and Brooklyn Middle School pool facilities.

Brooklyn Park is now a proud recipient of the Minnesota Youth Water Safety Swim Grant. Planning is well underway for the goals of these funds with the intent to offer free or reduced cost of swimming lessons to members of our community. A portion of the MN Water Safety Grant funds are being allocated to providing a full 100% scholarship for enrollment to our swimming lessons to our Rec On The Go participants. ROTG participants were targeted as a large portion of this group live within apartment communities, where many of which housing an unsupervised swimming pool- ultimately generating an increased drowning risk for these individuals. In early October, a marketed postcard for this ROTG Scholarship program was mailed to the 113 households within this program. It is our hope to enroll \$700 worth of scholarships into our swimming lessons for the November – December swim session.

Adaptive Recreation/ Inclusion Services:

Fall Session 1 Adaptive Recreation classes wrap up the week of October 24 - 28. Adaptive Recreation program offerings include two Adaptive Aquatics classes and Adaptive Fitness classes. Fall Session 2 Adaptive Recreation classes will run November – December. Inclusion Services continue in a variety of recreation programs and services, including: K5 Fusion, Aquatics, Youth Sports, Dance, and Ice Skating.

Adaptive Recreation partner, Reach for Resources, hosted an On the Town: All Abilities Farm Night program at Historic Eidem Farm on Saturday, October 1 from 5:00 – 7:00pm. Participants enjoyed visiting and petting the animals, a gardening activity, and ended the night with a bonfire and s'mores. This program wrapped up the final of three new programs that Reach for Resources hosted at the Eidem Farm this summer and fall in partnership with Recreation and Parks. We have received numerous amounts of positive feedback from Reach for Resources staff, participants, and families who have enjoyed the new experience at the farm and look forward to coming back again soon.

On Friday, October 28, Reach for Resources will host the annual Ghostly Gala event at the Community Activity Center from 5:30 – 8:00pm. This is one of the most popular annual events put on by Reach for Resources and we are honored to host each year.

Dance

Classes have begun and dancers are still registering day by day until the end of October. Many dancers are returning participants, some of which have been with the program for 20+ years. There is already great energy with current dancers and families anticipating dance recitals in May. They are currently learning and working on technique at this time, working toward dance routines that'll be enhanced throughout the season.

Summer Camp

Coordinators began meeting to start preliminary plans for Summer Camp 2023. Once all preliminary plans are complete, families will be receiving bi-monthly email communication of what to expect and how to register in the coming months. Summer Camp Brochures are anticipated to go out in December. The planning team have new creative ideas to keep campers engaged.

Youth Sports

Fall youth sports programming kicked off in the first week of October. Classes include tennis, soccer, basketball, and gymnastics along with Tiny Tots and Lil Tykes programs for 2–4 year-olds. Youth Sports classes are designed to be an introduction to sports and include athletic skill development along with social-emotional learning.

Adult Sports

Fall softball leagues are finished for the season. Pickleball players are moving indoors through April in mid-October. Staff are hosting meetings with pickleball players this fall to learn more about how they would like the indoor season to operate.

Historic Eidem Farm

Fall on the Farm completed the warm weather season at the Eidem Farm. Staff are turning their attention to developing new tours, programs, and events for the 2023 season that will encourage repeat visits and offer learning opportunities for all ages. The next event is the Eidem Farm Christmas the first weekend of December.

Zanewood Programs for Grades 6-12

Teen Zone: Free, drop-in program, M-F from 2-8:00pm

ZW Teen open gym: Hoop IT UP! Monday & Wednesdays from 6-8pm

Zanewood Meals program: Free, M-F from 2-8:00pm

TKO Drumline: Practices Monday, Tuesday & Thursday 6-8pm; performance schedule varies

Music Studio: Monday & Wednesdays from 4:00-6:00pm- free

Arts and Crafts Corner- September 6- Dec 15th, 4-6pm

Chess Club- September 6- December 23- 4- 6pm

Youth Entrepreneurship Program- ages 16- 24- Phase one- September 14- October 19- 5:30- 8pm

Phase two- November 2- December 14, 5:30- 8:00pm

Zanewood Programming

Zanewood Recreation Center offers recreation and youth development programs in a safe and positive environment for kids and teens. Zanewood also offers Outreach, community service, and youth mentoring opportunities delivered by committed and competent community partners

Arts and Engagement

Arts team is working with local BP artist to lead a mural project this winter, dates coming soon.

Zanewood Arts and Engagement team will be sending out an Arts, Wellness and Beautification survey to the community to identify what are the types, modes and ways the community sees and experiences public art and engage youth and families in the process.

Sewing 101 for Adults on October 17- November 22 at Hamilton Park. Register online.

Rec on the Go-

Rec on the Go is our FREE program that brings recreation opportunities to youth (5-12 years old) all over Brooklyn Park. Snacks/meals are provided to participants and families this fall session, September 19-December 8. Sites include: Autumn Ridge Apartments, Brook Garden Apartments, and Hamilton Park. Register online at www.brooklynpark.org/RecGo

Zanewood K- 5 Fusion programming offered Monday – Friday at Zanewood Recreation Center from 4- 6:30

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

City of Brooklyn Park Recreation and Parks Advisory Commission

Agenda Item:	8.2	Meeting Date:	October 19, 2022
Agenda Section:	Written Reports	Presented By:	Marcus Hill, Facilities and Parks Manager Greg Hoag, Parks & Building Maintenance Manager
Recreation & Parks Director Proposed Action	Park Project Updates		

Overview:

1. **PARK REDEVELOPMENT at Hartkopf, Lakeland and Norwood (Construction April 2021 – September 2022)**

Funding Source(s): Park Bond Reinvestment Project

Project Update: The Park Redevelopment Projects were awarded to Ebert Construction at the February 22, 2021, City Council meeting. The contract for the redevelopment of Hartkopf, Lakeland and Norwood parks with Ebert Construction is complete. There is one item that remains for completion:

- The Lakeland playground will be installed in the Spring of 2023 due to delays in selecting a vendor and supply chain delays.

2. **TRAILS, WAYFINDING, LIGHTING (2021 – 2024)**

Funding Source(s): 50% Park Bond Reinvestment Project funded, and 50% EDA funded

Project Update: The Brooklyn Park Economic Development Authority (EDA) approved an agreement with Avia Design Group, Inc. in the amount of \$68,500 to provide Master Program Development, Design Development and Design Specification for the Wayfinding Project. The schematic design portion of the project is complete. A presentation of the current design is planned for the October RPAC meeting. Staff will be considering the timeline for the next phase of development.

3. **BROOKDALE PARK TRAIL (2022)**

Funding Source(s): Park Bond Reinvestment Project

Project Update: Staff hired WSB to design a new trail connection from the Brookdale Dog Park around the east side of the baseball fields connecting to the trail that eventually connects to the Shingle Creek Regional Trail along Xerxes Avenue. There is an informal trail currently in this location. Bids were advertised in August and Barber Construction was awarded the contract at the September 12th City Council meeting in the amount of \$156,847. The project also includes a paved entrance to the dog park and speed bumps on the road through Brookdale Park. Work has begun and is expected to be completed this Fall. Work is expected to be complete by the end of October.

4. **MISSISSIPPI GATEWAY REGIONAL PARK / ENVIRONMENTAL NATURE AREA**

Funding Source(s): OSLAD Fund

Project Update:

Development of the Brooklyn Park side of the park includes expansion of the off-leash dog area, relocation of the archery range, addition of a large picnic shelter and restroom facilities along with an expanded parking area is anticipated to begin in the spring of 2023.

The design development phase of the project is complete. Staff continue to review cost estimates and suggesting value engineering opportunities to manage the project budget. Staff is being challenged with the hyperinflation of the past 18 months. Some changes have been made to the planned shelter area on the west side of the park and prefabricated bathroom buildings are being planned to keep the project within budget.

WSB is developing construction documents in preparation for a December 2022 or January 2023 advertisement for bid. The anticipated award of contract will take place in March 2023. Some of the preliminary survey work has started on the west unit.

5. HOMETOWN BALLFIELD at Noble Sports Park (September 2022 – November 2022)

Funding Source(s): Park Bond Reinvestment Project

Project Update: The Hometown Ballfield project is moving forward. A new scoreboard has been installed. Staff worked with Bolton-Menk (formerly AJA Design) to develop plans and specs for the replacement of the backstop, installation of the grandstand, renovation of the dugouts and site improvements for the prefabricated restroom. The project was advertised for bid on March 10, 2022 with bids opened at 2:30pm on March 31, 2022. Four bids were received, and the lowest bid was more than \$300k over the construction budget. Staff worked with the architect from Bolton & Menk to secure proposals through the Sourcwell cooperative purchasing program to secure project proposals within budget. The project was approved at the July 11, 2022 City Council meeting. The City has approved and processed purchase orders to Upper Midwest Athletic Construction (UMAC) and SAAFE. UMAC will prepare all site work except bleachers and press box. SAAFE will construct the bleachers and the press box. Construction began September 15th, 2022.

Construction officially started as of the first week of October. Every Wednesday morning BP staff and contract representatives are meeting onsite to discuss construction progress and address any additional concerns that may arise during the building of the bleachers and the dug outs. Currently waiting for the dugouts and bleachers to be delivered onsite.

6. EDINBURGH IRRIGATION SYSTEM REPLACEMENT

Funding Source(s): Edinburgh Enterprise Fund with 20-year inter-fund loan from OSLAD

Project Update: Duininck, Inc. was awarded the project in the amount of \$2,232,700. Work began on September 7, 2021 with two holes closing at a time for work to be done. Duininck finished substantial completion of the project at the end of May 2022. The restoration of the turf areas and other punchlist items have been completed.

7. EAB UPDATE

Funding Source(s): Heritage Fund

Project Update: The City has received the 2021/2022 Hennepin County Healthy Tree Grant; this Grant will complement the 2019 & 2020 Grants. With these funds we will be planting trees each in several parks. On September 8th trees for the 2022 Hennepin County Grant were planted at Striefel & Sunnyside Parks, on September 21st we will be planting at Pinebrook Park and on September 29th we will be planting at Willows of Aspen Park. On-going treatments and removal of ash trees were completed in 2022 in parks, golf courses and other public areas. Staff continues to remove ash trees as they become infested. Staff will continue with our management plan in 2022. On May 7 we held our annual Tree Sale for residents. 163 Trees were purchased this year which is the most trees since this program began. On May 14 we had a tree planting event at Lakeland Park with the assistance of Tree Trust and local volunteers we planted over 100 trees.

8. NATURAL RESOURCE MANAGEMENT

Funding Source(s): Park Bond Reinvestment Project & Heritage Fund

Project Update: Staff continues reviewing priorities of the Natural Resource Management Plan. A Five-Year Priority Implementation Plan has been developed by working with Stantec. Focus areas within this plan will include Village Creek, River Park (north section), Hartkopf, Norwood, Emerson Woods, Brookdale, CAC Pond and follow-up best practices on prior projects and natural resource projects within the system. Staff has contracted with Stantec to do the mowing, planting, and restoration at Village Creek. O&M staff have completed a few release mows on the North section of River Park in 2022.

9. COMMUNITY ACTIVITY CENTER IMPROVEMENTS

(2021 planning, 2022-2023 construction)

Funding Source(s): Park Bond Reinvestment Projects

- **COMMUNITY ACTIVITY CENTER**

Project Overview: The plan is to improve the entrance to the facility, create an accessible customer service desk, update bathrooms, and create a welcoming and inviting community center for all customers.

Project Update: Staff has engaged with 292 Design Group to update the 2018 aquatics feasibility study and develop the final strategy for the CAC improvements and what amenities should be included. Staff discussed funding strategies for the CAC improvements, Teen Center, Senior Center and Fire Stations at the July 25th City Council meeting. The Council agreed that given the other priorities for fire station construction/remodeling and other financial commitments, an aquatic facility would not be part of the upcoming CAC improvements. Staff are working with the 292 Design Group to evaluate the possibility of converting one ice arena into three or four basketball courts. Tours of the CAC to see the viability of these options and will create a 3D tour/model of the space and will require a scanner to see the facility and map out a layout and design of the future of the CAC.

- **SENIOR CENTER (2023 planning, 2023-2024 construction)**

Project Overview: This improvement would add dedicated space for senior programming and adult fitness space. Final design and components will be developed when a final location is determined.

Project Update: The Senior Center is being considered with the CAC improvements and Fire Station projects. If a new Central Fire station is constructed on the site of the former Hennepin County Library, the current Central Fire Station could be remodeled into a new space dedicated to fitness and social activities for older adults.

- **TEEN CENTER (2022-23 planning, 2023-2024 construction)**

Project Overview: This project would add an additional teen center in the city at a location to be determined. Final design and components will be developed when a final location is determined. We have determined that the best location for the Teen Center would be at Zanewood Recreation Center.

Project Update: At the May 2nd City Council work session, staff shared that they believe the Zanewood area would be the best location for a new teen center due to its accessible location, and proximity to large populations of young people. Staff would recommend a separate consultant agreement to develop the vision for a future teen center. Parks & Facilities Manager Hill is drafting an RFP for architecture and design services along with construction administration to start working with city staff with a design charrette to design and plan the future Teen Center building and lay out.

10. HISTORIC EIDEM FARM INTERPRETIVE SIGNAGE DEVELOPMENT PLAN

Funding Source(s): Park Bond Reinvestment Projects

Project Update: The Interpretive Signage Plan is complete. Staff has engaged with Bluestem Heritage Group to help develop the design and signage language for each individual sign and kiosk. The design

work is expected to be complete in December so fabrication and installation can take place in Spring 2023.

11. CENTRAL PARK TENNIS COURT REHABILITATION

Funding Source(s): Heritage Fund

Project Update: The Tennis Court at Central Park was Mill and Overlayed during the last week in August. New nets and posts are ordered and are expected to be installed this Fall. The color coating of the court will be completed in the spring of 2023.

12. PLAYGROUND REPLACEMENT

Funding Source(s): Heritage Fund

Project Update: A request for proposals for the replacement of Edinbrook & Sunny Acres Parks was sent out to vendors on September 12th. Proposals were received on October 7th. Staff will evaluate proposals and select a vendor from the three submittals received. Installation will take place in 2023 due to production and supply chain issues that delay equipment delivery.

13. HISTORIC EIDEM FARM VISITOR CENTER (2022 planning, 2023-24 construction)

Funding Source(s): Park Bond Reinvestment Projects

Project Update: No new update at this time.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

City of Brooklyn Park RECREATION AND PARKS ADVISORY COMMISSION			
Agenda Item	8.3	Meeting Date:	October 19, 2022
Agenda Section:	Written Reports	Presented By:	Brad Tullberg, Director of Recreation and Parks
Recreation & Parks Director Proposed Action	2022 RPAC AREA OF EMPHASIS REPORT		

Overview:

At the January 16, 2022 Recreation and Parks Advisory Commission (RPAC) meeting, commissioners selected three topics to get regular presentations and updates. The topics will be part of a rotating agenda item to allow for additional commissioner input and questions. Those three topics are:

- Activating Age-Friendly Community work (February)
- Reimagining Public Safety (March)
- Community Activity Center Improvements (April)

In addition to those three topics, there are several other areas of emphasis that RPAC commissioners indicated that they would like regular updates. Updates on these topics will be given in a monthly written report for the following topics:

• Events Calendar

- **Scope:** Staff have created an events task force to assist in the development of community events and calendar of community events that reflect the various cultures of Brooklyn Park.
- **Update:** The Recreation and Parks Department Community Events Task Force completed their work on March 24, 2022. The final meeting focused on strategies for engaging community organizations and residents in events and finding creative ways to market offerings. The Community Events Task Force will reconvene October 25th to inform plans for the Celebrate Brooklyn Park Events Series in 2023. Manager Gillard provided a review of the 2022 events at the September meeting.

• Amplified Sound –

- **Scope:** The amplified sound policy only allows for amplified sound at Oak Grove Park. The community has asked for additional locations to allow amplified sound. Staff are seeking a balance in meeting the community need for more amplified sound locations while not overwhelming park neighbors with amplified sound.
- **Update:** Staff have been researching amplified sound policies from other communities for solutions or ways to manage amplified sound in parks. Staff are currently working on plans to assemble a community group in order to gather input and make recommended changes to the existing policy. Staff plan to bring a draft of the timeline and process to a future meeting. Parks and Facilities Manager Hill will report amplified sound from park system use in 2022 at the October RPAC meeting.

• Continue Racial Equity, Diversity and Inclusion work of staff

- **Scope:** During 2021, Recreation and Parks staff identified five areas of focus:
 - Recruitment, hiring, and retention of BIPOC staff
 - Marketing and promotion methods to reach ALL of Brooklyn Park residents
 - Removing barriers and expanding access to programs
 - Removing barriers and expanding access to facilities
 - Making racial equity a department wide goal and priority

In 2022, staff will focus on implementation of the work identified in 2021 but also focus on the development of a department REDI team, and complete Intercultural Development Inventory

- along with coaching for each staff person to assess and improve cross-cultural competence.
- **Update:** All Full-Time and regular Part-Time Staff have taken the Intercultural Development Inventory (IDI) assessments and completed an individual personalized conversation with the Brooklyn Bridge Alliance for Youth staff. The end of the project is scheduled for October 31. Staff will report out on the project at the November 2022 RPAC meeting.

- **Public Art & Center for Innovation and the Arts**

- **Scope:** Develop a series of public art events to help celebrate Brooklyn Park while building the programming that could be supported by a new Center for Innovation and the Arts.
- **Update:** Arts & Engagement Specialist Tashawna Williams has been working closely in partnership with ACER to find a location to develop a community mural. The skate park has been identified as a possible site for a mural. Several art programs and events are being finalized for Summer of 2022. The City Council also approved \$10,000 for Health & Wellness through the Arts Initiative.

- **ADA / Adaptive Recreation**

- **Scope:** Support the policies and practices that encourage full participation in programs, services, and facilities by people with disability related needs
- **Update:** Staff have contracted with Julee Quarve-Peterson, Inc. (JQP) to complete ADA assessments of the larger city-owned facilities in Brooklyn Park. The Community Activity Center, City Hall, Edinburgh, Zanewood Rec Center, Historic Eidem Farm, police stations and fire stations all will be evaluated for ADA compliance by the end of September.

Staff have also completed the ADA assessments of 34 of 60 parks. Staff do assessments of playgrounds, trails, shelters, picnic tables, benches, and other park amenities. Erin Bonikowske is leading the effort to complete these assessments in the Recreation & Park Department.

Once assessments are complete, staff can bundle ADA improvements into a project for the repair and/or correction of identified issues.

Primary Issues/Alternatives to Consider:

NA

Budgetary/Fiscal Issues:

NA

Attachments:

CITY OF BROOKLYN PARK RECREATION AND PARKS ADVISORY COMMISSION			
Agenda Item:	8.4	Meeting Date:	October 19, 2022
Agenda Section:	Written Reports	Presented By:	Brad Tullberg, Director of Recreation and Parks
Recreation & Parks Director Proposed Action	Directors Report		

Overview:

1. Youth Outreach work at Park Center Senior High

On September 30th Brooklyn Park police officers were requested to the Park Center homecoming football game to assist officers working the event. Officers were concerned about large groups of unruly teens and reports of some of the teens possibly in possession of a firearm. Patrol officers responded and found groups in the stands becoming unruly and verbal altercations occurring. Officers were also advised individuals who were denied access were attempting to get into the stadium by climbing the fence. The officers made the decision to evacuate all spectators from the stadium but allow the game to continue. Thanks to the work of the Brooklyn Park Youth Outreach team all spectators were escorted out safely and effectively. The Outreach continued to work with the students after they were outside of the stadium to disperse the crowd and make sure there were no further incidents. The Outreach Team was successful due in part to their regular presence at Park Center Senior High during lunch working to build relationships with young people.

2. ADA Assessment Update

Staff have contracted with Julee Quarve-Peterson, Inc. (JQP) to complete ADA assessments of the larger city-owned facilities in Brooklyn Park. The Community Activity Center, City Hall, Edinburgh, Zanewood Rec Center, Historic Eidem Farm, police stations and fire stations all will be evaluated for ADA compliance by the end of September.

Staff have also completed the ADA assessments of 34 of 60 parks. Staff do assessments of playgrounds, trails, shelters, picnic tables, benches, and other park amenities. Therapeutic Recreation and Inclusion Services Specialist, Erin Bonikowske is leading the effort to complete these assessments in the Recreation & Park Department.

Staff are planning to purchase 25 fully accessible picnic tables for installation at various locations throughout the park system to replace existing picnic tables that are near the end of their useful life. In Spring of 2023, staff will prepare a project to develop accessible walkways to picnic tables using Community Development Block Grant funds.

Attachments: