

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 September 21, 2022 AGENDA

4. APPROVAL OF MINUTES FROM July 20, 2022 MEETING

5. ACTION ITEMS

N/A

6. GENERAL INFORMATION - PRESENTATIONS

1. 2022 COMMUNITY EVENTS REVIEW
2. BUDGET

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
4. AWARD THE CONTRACT FOR THE BROOKDALE PARK TRAIL CONNECTION TO BARBER CONSTRUCTION IN THE AMOUNT OF \$156,847 – CC Meeting 9/12/2022

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

- CITY COUNCIL UPDATE – COUNCILMEMBER PARKS
- CENTER For INNOVATION And The ARTS PROJECT UPDATE– COMMISSIONER WILSON
- RPAC COMMISSIONER UPDATES
- KEY TOPICS FOR DISCUSSION AT THE NEXT RPAC MEETING – October 19, 2022
- 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

City of Brooklyn Park RECREATION AND PARKS ADVISORY COMMISSION			
Agenda Item	6.1	Meeting Date:	September 21, 2022
Agenda Section:	Presentation	Presented By:	Jen Gillard, Recreation & Program Services Manager
Recreation & Parks Director Proposed Action	Celebrate Brooklyn Park Events update		

Overview:

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 and Program Services Manager Gillard will provide a review of the 2022 Celebrate Brooklyn Park Events that took place during the summer of 2022 and some ideas for change in 2023.

Primary Issues/Alternatives to Consider:

Budgetary/Fiscal Issues:

Attachments:

City of Brooklyn Park RECREATION AND PARKS ADVISORY COMMISSION			
Agenda Item	6.2	Meeting Date:	September 21, 2022
Agenda Section:	Presentation	Presented By:	Brad Tullberg, Park and Facilities Manager
Recreation & Parks Director Proposed Action	2023 Proposed Parks and Recreation Department General Fund, Special Revenue Funds and Enterprise Fund Budgets		

Overview:

Director Tullberg will present 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.

Primary Issues/Alternatives to Consider:

Budgetary/Fiscal Issues:

Attachments:

City of Brooklyn Park RECREATION AND PARKS ADVISORY COMMISSION			
Agenda Item	7	Meeting Date:	September 21, 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. 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
4. AWARD THE CONTRACT FOR THE BROOKDALE PARK TRAIL CONNECTION TO BARBER CONSTRUCTION IN THE AMOUNT OF \$156,847 – CC Meeting 9/12/2022

Primary Issues/Alternatives to Consider:

NA

Budgetary/Fiscal Issues:

NA

Attachments:

- 7.1 4.8 Edinburgh Cart Lease
- 7.2 4.3 Active Living Hennepin County Grant
- 7.3 4.4 MN Department of Education Youth Water Safety Grant
- 7.4 4.5 Brookdale Park Trail Connection

City of Brooklyn Park Request for Council Action

Agenda Item:	4.8	Meeting Date:	July 25, 2022
Agenda Section:	Consent	Originating Department:	Recreation and Parks
Resolution:	X	Prepared By:	Brad Tullberg, Director of Recreation and Parks
Ordinance:	N/A		
Attachments:	2	Presented By:	Brad Tullberg
Item:	Award the 2023-2027 Lease Agreement for E-Z-GO RXV Elite Lithium Golf Carts at Edinburgh USA to Versatile Vehicles Inc.		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2022-_____ TO AWARD THE 2023-2027 LEASE AGREEMENT FOR E-Z-GO RXV ELITE LITHIUM GOLF CARTS AT EDINBURGH USA TO VERSATILE VEHICLES INC., IN THE AMOUNT OF \$73,660 ANNUALLY.

Overview:

For many years, Edinburgh USA has had a fleet of sixty-three (63) golf carts. Over the years, the fleet has evolved from exclusively gas-powered carts to a hybrid fleet of gas and lead-acid batteries, and finally to a fleet of Lithium-Ion battery powered carts. Lithium-Ion batteries offer several advantages over lead-acid batteries:

- Lithium-Ion battery technology is more reliable, and carts charge more quickly than the previously used lead-acid battery technology.
- Lithium-Ion batteries use less energy, charge in half the time and require less out-of-wall power than leading lead acid competitors.
- Lithium-Ion batteries weigh 50% less than lead-acid batteries. This reduction in weight reduces damage to turf in wet conditions.
- Lithium-Ion batteries are the “greenest” type of golf cart battery and are virtually maintenance free.

In 2018, Edinburgh entered a five-year lease for 63 EZ-Go RXV Elite Lithium golf carts. The lease is set to expire March 31, 2023. Leasing has proven to be an effective way to reduce the annual maintenance costs of the golf cart fleet and the five-year term allows the Lithium-Ion batteries to remain under warranty for the entire term of the lease avoiding costly replacements. In order to be certain that the new fleet of golf carts will arrive in time for the start of the 2023 golf season, a lease commitment needs to be made now.

Staff requested golf cart lease proposals for a five-year term from Club Car, Yamaha and EZ-Go. A critical requirement of the proposal was to be certain that if the new carts did not arrive in time for the beginning of the 2023 golf season, that the vendor could provide other carts until the new carts arrive. EZ-Go was the only vendor that could guarantee carts for the start of the 2023 season. Edinburgh currently leases EZ-Go carts so the existing carts would remain in use at Edinburgh free of charge until the new carts arrive. Neither Yamaha, nor Club Car were willing to guarantee new cart delivery or use of other carts until the new carts arrived. For this reason, staff is recommending entering a five-year lease with Versatile Vehicles, the local EZ-Go dealer, in the amount of \$73,660 annually.

Primary Issues/Alternatives to Consider:

The Council has the following alternatives:

1. Award the five-year lease to Versatile Vehicles for 63 EZ-Go RXV Lithium carts in the amount of \$73,660 annually.
2. Purchase 63 EZ-Go RXV Lithium golf carts for the one-time cost of \$472,500 with an estimated trade-in value of \$1,200 per cart in 2028.

Budgetary/Fiscal Issues:

1. Golf cart rental is a significant source of revenue for Edinburgh USA. During the current lease golf cart rentals have generated the following amount annually:
 - 2018 - \$246,282
 - 2019 - \$245,955
 - 2020 - \$263,077
 - 2021 - \$335,142
2. EZ-Go RXV Elite Lithium carts are available on the OMNIA cooperative purchasing agreement.

Attachments:

- 4.8A RESOLUTION
- 4.8B 2023 EDINBURGH 63 RXV ELITE OMNIA LEASE PROPOSAL

7.2 4.3 Active Living Hennepin County Grant

City of Brooklyn Park Request for Council Action			
Agenda Item:	4.3	Meeting Date:	September 12, 2022
Agenda Section:	Consent	Originating Department:	Recreation and Parks
Resolution:	X	Prepared By:	Brad Tullberg, Director Recreation and Parks
Ordinance:	N/A		
Attachments:	1	Presented By:	Brad Tullberg
Item:	Acceptance of the Active Living Hennepin County Grant		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2022-____ TO AUTHORIZE ACCEPTANCE OF THE ACTIVE LIVING HENNEPIN COUNTY GRANT IN THE AMOUNT OF \$3,000.

Overview:

Hennepin County's Active Living Program aims to make it easier to be active, especially in communities with health disparities, by providing funding to help cities buy equipment that supports physical activity. The aim is to allow communities to purchase equipment to offer to the public to use without a rental fee that create access to activities for BIPOC and low-income residents. All cities and government agencies in Hennepin County are eligible.

The Community Activity Center requested \$3,000 to offset the cost of purchasing rental skates to offer for use free of charge to community members during open skating sessions. The skates can also be used to encourage schools to use the ice rinks for field trips at no cost.

Staff submitted the Active Living Hennepin County grant application and was awarded \$3,000.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues:

Receipt of \$3,000 for the purchase of ice skates to make available for use free of charge during public skating sessions and for schools to use for field trips.

Attachments:

4.3A RESOLUTION

7.3 4.4 MN Department of Education Youth Water Safety Grant

City of Brooklyn Park Request for Council Action			
Agenda Item:	4.4	Meeting Date:	September 12, 2022
Agenda Section:	Consent	Originating Department:	Recreation and Parks
Resolution:	X	Prepared By:	Jen Gillard, Recreation Services Manager
Ordinance:	N/A		
Attachments:	1	Presented By:	Brad Tullberg, Director Recreation and Parks
Item:	Acceptance of the Minnesota Department of Education Youth Water Safety Grant		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2022-____ TO AUTHORIZE ACCEPTANCE OF THE MINNESOTA DEPARTMENT OF EDUCATION YOUTH WATER SAFETY GRANT IN THE AMOUNT OF \$9,571.00.

Overview:

The Minnesota Department of Education makes this funding available to Minnesota nonprofit organizations and city and county parks and recreation programs providing swimming lessons to youth. These state funds are available primarily for the purpose of providing low-income and at-risk children with scholarships for swimming lessons based on nationally recognized water safety curricula. Up to 15% of the grant funds may also be used to hire water safety instructors or lifeguards or to train water safety instructors or lifeguards in nationally recognized water safety practices and instruction.

With funds from the Minnesota Youth Water Safety grant program, Brooklyn Park will focus on high barrier youth ages 3-18 and resident households that are led by someone that was born outside of the United States. Primary project goals are to:

1. Develop an aquatics staff that is representative of the residents of Brooklyn Park through targeted outreach and access to free training and certification for instructors.
2. Increase access to Learn to Swim programs by eliminating barriers to participation including fees and transportation.
3. Increase access to Learn to Swim programs through human translation services, translation of printed materials, and culturally relevant marketing strategies.

In Brooklyn Park, there is a high density of multi-family apartment communities that often have unsupervised pools. Increased participation in Learn to Swim programs by BIPOC members of the community will result in an increase in water safety that may lead to a reduction in drowning and near drowning incidents in the City. Learning to swim and creating a sense of water safety may also lead to an increased sense of enjoyment of recreation around the many lakes, rivers, and streams in Minnesota.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues:

Receipt of \$9,571 in grant funds to cover staff recruitment and training, free swimming lessons and transportation for under-served member of the community, translation, and promotional materials.

Attachments:

4.4A RESOLUTION

City of Brooklyn Park Request for Council Action

Agenda Item:	4.5	Meeting Date:	September 12, 2022
Agenda Section:	Consent	Originating Department:	Recreation and Parks
Resolution:	X	Prepared By:	Brad Tullberg, Director of Recreation and Parks
Ordinance:	N/A		
Attachments:	4	Presented By:	Brad Tullberg
Item:	Award the Contract for the Brookdale Park Trail Connection to Barber Construction in the Amount of \$156,847.60		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2022-_____ TO AWARD THE CONTRACT FOR THE BROOKDALE PARK TRAIL CONNECTION TO BARBER CONSTRUCTION IN THE AMOUNT OF \$156,847.60.

Overview:

Trails, wayfinding and lighting were identified as priorities of the 2017 Park System Planning process. Connecting existing trail segments, and the connections of trails into parks were identified as the highest priorities by residents during the process. Brooklyn Park voters supported the funding for making these connections as part of the \$26,000,000 2018 Park Bond Referendum.

During the community engagement process, several community members identified the need to improve the existing unpaved trail connection east of the baseball fields that connects the Brookdale Dog Park to the trail connecting to the Shingle Creek Regional Trail. As part of the project, staff also included a paved accessible entrance to the Dog Park, and speed bumps within Brookdale Park to slow traffic.

Staff contracted with WSB to provide the design and project specifications. The architects project estimate was \$157,340 based on similar projects and asphalt quantities. The architect and staff advertised the project for quotations and received five quotes with the lowest quote received being from Barber Construction in the amount of \$156,847.60.

WSB and Staff are recommending awarding the contract to Barber Construction in the amount of \$156,847.60 so work can be completed this Fall.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues:

- The Brookdale Park Trail connection was identified as part of the Park Bond Reinvestment Projects and included in the \$26,000,000 Park Bond Referendum passed by voters in November 2018.
- The architects estimate for the project was \$157,340 and the lowest quote received from Barber Construction in the amount of \$156,847.60 is less than the architects estimate.

Attachments:

- 4.5A RESOLUTION
- 4.5B PROJECT MAP
- 4.5C QUOTE TABULATION SUMMARY
- 4.5D WSB RECOMMENDATION LETTER

City of Brooklyn Park Recreation and Parks Advisory Commission			
Agenda Item:	8.1	Meeting Date:	September 21, 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

Pearl Warren started as the new Youth Outreach and Intervention Coordinator this week.

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.

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 hosting a gentleman's club this fall on Thursdays at 5:30.

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 kicked off the 2nd week in September. Silver Sneakers Yoga, Cardio Strength, Zumba Gold, and Hatha Yoga will be offered in the mornings and evenings mid-September through the end of December. Staff are looking for additional Adult Fitness instructors for the coming months.

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 is hosting an Oktoberfest Luncheon on Thursday, September 29, 11:30 am – 1:30 pm at Edinburgh USA in partnership with the Cities of Brooklyn Center, Crystal, Golden Valley, New Hope, Plymouth, Robbinsdale, and Robbinsdale Community Education. The luncheon will feature music by Wes "Squeeze" Miller and the Fridley Polka Band, an Oktoberfest meal, and community resources. This was a well-attended event pre-pandemic and staff are happy to bring it back to community older adults.

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. Support includes basic device overview, settings, troubleshooting, texting, video calls, streaming services, and more! Individuals bring in their device (cellular phone, tablet, or laptop). In-home services are also available.

Age-Friendly Communities

A large community resource list has been created featuring resources and services in 9 topic areas. Staff are working to have this list be available to the community online and in print in the coming weeks.

Events

Recreation & Parks staff hosted a number of well-attended community events over the summer months. Final events of the summer included the Back 2 School BBQ and School Supply Give-a-way in partnership with Honored2Help at Zanewood Recreation Center on Saturday, August 20. 2,500 backpacks with school supplies were distributed and thousands of meals were served.

Due to weather conditions the August Happy Hour at the Farm and Movie in the Park were cancelled. Staff are looking forward to hosting Happy Hour at the Farm Thursday, September 15 and Movie in the Park Friday, September 23 at Norwood Park.

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

Farmers Market

The 2022 Brooklyn Park Farmers Market continues to thrive. As the summer months wind down, the September market has continued to bring in an average of 500 visitors per day. The community has welcomed our new food truck vendors - Trickster Tacos, and Murphy's Micro Roast – and are thrilled to visit them each week.

Aquatics

Fall swimming programs kicked-off the weekend of Saturday, September 10. Fall months for aquatics consists of swimming lessons for all age groups Monday, Tuesday's, 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. The MN Water Safety Grant funds can be used through June of 2023.

Adaptive Recreation/ Inclusion Services:

Inclusion Services within summer programs and services wrapped up the week of August 8 – 11. The summer Inclusion Team consisted of two Therapeutic Recreation Interns and ten seasonal Inclusion Specialists who supported youth, teens, and adults with disability-related needs in a variety of recreation department programs and services. The Inclusion Team supported 106 participants with disability-related needs and 126 participants with various allergies and medical conditions. The total number of participant hours was 15,749.42 hours.

Our two Therapeutic Recreation Interns successfully completed their 15-week, 600-hour internship on Friday, September 2. As part of their internship, they each designed a special project where they created, marketed, assessed, planned, implemented, and evaluated a program or event of their choosing. One special project was Hit the Trail, an adaptive program for ages 13+ with disabilities to explore the outdoors with a nature scavenger hunt and gardening. The other special project was Find Your Music, an event for ages 5+ in our community to check out musical instruments and music organizations in our community. Both projects were a great success!

Fall Adaptive Recreation classes kicked off the week of September 12 – 16. Adaptive Recreation program offerings include two Adaptive Aquatics classes and Adaptive Fitness classes. Staff are also planning for inclusion services in a variety of programs and services that include: K5 Fusion, Teens, Aquatics, Youth Sports, Dance, Ice Skating, Adaptive Recreation, and more.

Dance

Enrollment for the 2022-23 dance year is well underway with many classes more than half full. The team kicked it off with open house on Thursday September 8 at the Community Activity Center. Staff are working to be more inclusive to members of the community.

- Daddy Daughter Dance has been renamed to VIPs (Very Important Partners) as some dancers may not have a father but rather, a father figure.
- New this year due to special interest and requests is Boys Hip Hop, introducing dancers to the basics with improvised choreography. Classes start in December at the CAC.

Summer Camp

Summer camp had a great end to the summer, joining together for the newly added Summer Camp Arts Festival. Campers engaged in a variety of arts stations from karaoke to face painting, creating personal canvases and more. For their final week, each of the 4 camp sites celebrated with talent shows, award ceremony and trivia with the last day on August 11. Coordinators will meet again in October to plan for Summer Camp 2023 as well as go over staffing strategies and overview training plans.

Youth Sports

Summer sports and gymnastics were successful with a lot of smiling faces from the kids and families. Fall session 1 will kick off with Gymnastics tennis, soccer, basketball in September. Lil' Tykes and Tiny Tots begin in October. The popular gymnastics program has been updated to include flexible scheduling options for all ages with classes scheduled one, two, or three days per week.

Adult Sports

Fall softball is in full swing with three weeks of play left in the season. Staff are currently promoting a brand-new Thursday night Adult Basketball league beginning in December. The Brooklyn Park Sports Turf fields hosts diverse, self-sustaining adult leagues for those in the community and region to participate on high quality lighted fields during spring, summer, and fall. Outdoor pickleball at Norwood is slowly coming to an end as the weather gradually turns. The transition to the indoor courts at the CAC happens in mid-October based on weather.

Historic Eidem Farm

Open Gate Hours ended at the Historic Eidem Farm on Saturday, September 3. Over 2,000 visitors made it out the farm this summer between Open Gate Hours, concerts, programs, and events. Farm staff had so much fun welcoming the community inside the gates for hands on learning and exploration. Visiting the goats were a favorite by most and were a great complement to the farm. The next event is Happy Hour at the Farm on Thursday, September 15, 4 to 9 pm. This fall there will be a two day long Fall on the Farm event on October 7th and 8th that families will be able to reserve time slots to have an engaging fall experience.

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 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 Acer in Brooklyn Park to engage community and skateboarders in creating a mural on the skatepark at the CAC.

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.

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

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:	September 21, 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 are two items that remain for completion:

- One bathroom building at Hartkopf still has some deficiencies that are being addressed by the manufacturer (CXT).
- 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 is expected to be completed this Fall.

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. September 2022, the City has approved and processed purchase orders to UMAC and SAAFE. UMAC will prepare all site work except bleachers and press box. SAAFE will construct the bleachers and the press box. Construction is planning to begin September 15th, 2022. City staff has picked out the color design of the dugouts, safety padding, and other related equipment with BMI

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. Both Pinebrook and Willows of Aspen, we are looking for volunteers to help from 4:00pm-7:00pm. 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. September 2022, 292 Design group has merged with (name?) Currently 292 Design group is investigating the possibility of recreating one of the ice arenas at the CAC into 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 working to develop an RFP for architecture and design services along with construction administration to start this project moving forward. Currently, drafting an RFP to hire an architect and architect firm 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

The Interpretive Development Plan is complete.

Project Update: No new update at this time.

11. CENTRAL PARK TENNIS COURT REHABILITATION

Funding Source(s): Heritage Fund

Project Update: The last week in August the Tennis Court at Central Park was Mill and Overlayed. New nets and posts are ordered and are expected in about a month. The color coating of the court will be completed after the new asphalt cures for thirty days.

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 are due back October 7th at which time we will evaluate proposals and select a vendor. Installation is not expected until 2023 due to production and supply chain issues that still exist.

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:	September 21, 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 in October of 2022 to inform plans for the Celebrate Brooklyn Park Events Series in 2023. Manager Gillard will provide a review of the 2022 events that have taken place to date 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:** On April 13, Adaptive Recreation Specialist, Erin Bonikowske, lead a training including the Parks and Facilities Manager and 5 staff in Operations and Maintenance on completion of an ADA Facility Assessment for a park location. Staff learned the criteria for assessment, how to complete the needed measurements, documentation, and reporting of results.

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:	September 21, 2022
Agenda Section:	Written Reports	Presented By:	Brad Tullberg, Director of Recreation and Parks
Recreation & Parks Director Proposed Action	Directors Report		

Overview:

1. 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.

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

2. Staffing Updates:

- a. Anel Braziel was hired as K-5 Specialist in the Youth Services division. Anel joins us from Hennepin County, where she was an adult probation/parole officer and supervised clients appointed by the Courts. Anel Braziel has 13 years in the youth work field. Anel's first day with the City of Brooklyn Park was July 29.
- b. Stan Scott was hired as Recreation Program Supervisor in the Youth Services division. He joins us from Minnesota Transition Charter Secondary school, where he led the Behavior Team. Stan has ten plus years of experience working in the education system, coaching teams, and leading clinics. Stan has excelled in sports and music which allows him to connect with youth artistically and through athletics. Stan's first day with the City of Brooklyn Park was August 22.
- c. Pearl Warren was hired as Outreach and Intervention Coordinator in the Youth Services division. Pearl has been a key member of the Brooklyn Park Youth Outreach team for the past four years. She has over 15 years of experience in Youth Outreach Services, housing services, curriculum, and program development both in the City of Minneapolis and Brooklyn Park. Pearl's first day with the City of Brooklyn Park was September 12.

Attachments: