

A G E N D A

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Yog xav tau kev pab, thov hu rau 763-424-8000 lawv mam li nrhiav ib tus neeg txhais lus rau koj.

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 16, 2024 AGENDA

4. APPROVAL OF MINUTES FROM September 18, 2024 MEETING

5. ACTION ITEMS

6. GENERAL INFORMATION - PRESENTATIONS

6.1 PROPOSAL FOR PARK TO HONOR INDIGENOUS PEOPLE

6.2 YOUTH SERVICES REPORT

7. OLD BUSINESS

7.1 4.10 RFCA Authorizing Application for HC Youth Activities Grant

7.2 4.11 Fiber Optic Conduit RFCA

7.3 4.12 RFCA Award Zanewood Contract

7.4 C.4 2025 Events Discussion

8. WRITTEN REPORTS

8.1 PROGRAM AND EVENTS UPDATE

8.2 PARK PROJECTS UPDATE

8.3 DIRECTORS REPORT

9 DISCUSSION ITEMS

OPEN FORUM – QUESTION AND ANSWERS

10 VERBAL REPORTS AND ANNOUNCEMENTS

10.1 CITY COUNCIL UPDATE – Councilmember McGarvey

10.2 CITY HALL ENHANCEMENT TASK FORCE – Commissioners Erickson and Matthews

10.3 COMMUNITY GOALS UPDATE TASK FORCE - Commissioner Parks

10.4 KEY TOPICS FOR DISCUSSION AT THE NEXT RPAC MEETING

- NOVEMBER

- DECEMBER – NO MEETING

10.5 KEY DATES FOR FUTURE MEETINGS/EVENTS

11 ADJOURNMENT

Wednesday, September 18, 2024
Recreation & Parks Advisory Commission
Minutes

- 1. CALL TO ORDER/ROLL CALL - The Recreation & Parks Advisory Commission meeting was held at the Community Activity Center in Grand Room 1 and was called to order by Chairperson Erickson at 6:02 PM**

Commission Members present:

Dwain Erickson, Chairperson
Vice-chair Judy Purcell
Latrina Caldwell, At-large
Taylor Murray, East
Miriam Osammor, East
Terry Parks, At-large
Kellina Quigley, At-large
Joshua Uloth, West

Councilmember McGarvey

Absent:

Doug Crandall, At-large
Mercy Matthews, West
Aria Reickard, Youth Liaison
Klarissa Yu, Youth Liaison

Brooklyn Park Staff present:

Brad Tullberg, Director of Recreation and Parks
Jeanine Machan, Administrative Assistant

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

N/A

- 3. APPROVAL OF AGENDA**

**A Motion was made to Approve the September 18, 2024 amended agenda by Commissioner Caldwell and second by Vice Chair Purcell.
Motion unanimously approved.**

- 4. APPROVAL OF MINUTES**

**A Motion was made to Approve the August 21, 2024 minutes by Commissioner Park and second by Commissioner Uloth.
Motion unanimously approved.**

- 5. ACTION ITEMS**

NA

- 6. GENERAL INFORMATION - PRESENTATIONS**

6.1 2025 BUDGET UPDATE

Director Tullberg presented the 2025 Recreation and Parks Budget via PowerPoint (see attached 6.1) Questions/Comments

Chairperson Erickson asked for clarification on the increase in \$10K for expenses for building supervision and \$19K for revenue regarding aquatics. Director Tullberg confirmed the numbers and stated the increase was due to fee increases and an increase in offerings.

Commissioner Parks stated that with more offerings that also brings about the need for more staff.

Vice-Chair Purcell asked if there is a high demand for aquatic classes? Director Tullberg stated that we do not have enough pool time to meet the current demand.

Commissioner Osammor stated that she tried to get 3 children into swim lessons but only was able to 1 in. Commissioner Uloth asked if there were any other pools to rent? Director Tullberg stated that there is none. Chairperson Erickson asked where the tree cutting expenses would be on the chart? Director Tullberg stated those expenses are in the Operations and Maintenance budget.

Commissioner Uloth asked about the advertising budget showing at 0 dollars. Director Tullberg stated that it is less than 1%, but there are dollars allocated for advertising. Staff utilizes mostly social media to advertise programming.

Vice-Chair Purcell asked where the fee for a community garden plot would show up? Director Tullberg stated it would be under Park Services.

Chairperson Erickson asked if the decrease in 2022 ice arena expenditures was due to COVID? Director Tullberg stated it was due to 3 staff shortages throughout the year.

Commissioner Purcell asked for clarification on the actual 2024 Brookland Golf Course would be? Director Tullberg stated that he was optimistic that Brookland would end up in the black for 2024.

Chairperson Erickson asked if there will be redesign/remodeling at the Edinburgh Clubhouse with the new tenant? Director Tullberg stated that staff do not anticipate any major changes. Possibly some minor tweaks. At some point there will be carpet that will need replacing.

Commissioner Uloth asked why the clubhouse has performed so poorly? Director Tullberg stated there is more than one reason such as the terms of the agreement.

Vice-Chair Purcell asked if the city built the cell towers or lease the land rights? Director Tullberg stated that the city has leased the ground land rights along with the leases on the water towers.

Commissioner Uloth asked when was the last time the facility rental fees were adjusted? Director Tullberg stated that the fees for facilities and park shelters are evaluated and adjusted each year.

Commissioner Murray asked for confirmation on the irrigation repairs due to the hard water. Director Tullberg confirmed it is usually at the T junctions and elbows.

Vice-Chair Purcell asked when was the first irrigation put in? Director Tullberg stated that at Brookland they did a significant replacement in the mid-90s and at Edinburgh it was in 1987 when the course was built.

6.2 CAC IMPROVEMENTS PROJECT UPDATE

Director Tullberg presented the CAC Improvements update via a PowerPoint presentation. (see attached 6.2)

Questions/Comments

Vice-chair Purcell was there any recommendations for outside basketball courts? Director Tullberg stated this was based on indoor year-round use courts only.

Vice-chair Purcell commented that it would be better for the City Council to appoint the community at large members to the new Task Force. Director Tullberg stated the Council will have final approval.

7. OLD BUSINESS

7.1 4.4 Amend the 2024 Edinburgh Golf Course Budget to Purchase a Pesticide Sprayer CC – Aug 26

7.2 4.11 Authorize the Replacement of Community Activity Center Grand Room Flooring CC – Sept 9

7.3 8.2 CAC Improvement Discussion CC – September 9

8. WRITTEN REPORTS

8.1 PROGRAM AND EVENTS UPDATE

8.2 PARK PROJECTS UPDATE

8.3 DIRECTORS REPORT

Director Tullberg highlighted that Recreation and Parks has offered several events in the past 6 to 8 weeks where attendance has been good.

Director Tullberg stated that he hopes to have an announcement at the October meeting who will take over at the Edinburgh Clubhouse Restaurant.

9. DISCUSSION ITEMS

Commissioner Uloth ask about the August combined City Council / Commissioners meeting where someone asked about getting more Native American Representation wondered if staff have considered using park property? Director Tullberg stated that at the October meeting we will have a presentation / request for some park property to celebrate Native American cultural events.

10. VERBAL REPORTS AND ANNOUNCEMENTS

- 10.1 CITY COUNCIL UPDATE – Councilmember McGarvey
Councilmember McGarvey states he supports the idea for the CAC Task Force to come to a consensus.
- 10.2 CITY HALL ENHANCEMENT TASK FORCE Commissioners Erickson and Matthews
No Report
- 10.3 COMMUNITY GOALS STEERING COMMITTEE UPDATE Commissioner Parks
Commissioner Parks reported there was no meeting in September. The scheduled 3 District meetings were complete. Turnout was low.
- 10.4 KEY TOPICS FOR DISCUSSION AT THE NEXT RPAC MEETING
- OCTOBER – YOUTH SERVICES
 - NATIVE AMERICAN HERITAGE PARK
 - NOVEMBER –
- 10.5 KEY DATES FOR FUTURE MEETINGS/EVENTS
- October 5 Fall on the Farm
 - October 5 Rotary Beer Fest

11. ADJOURNMENT

A Motion was made by Commissioner Uloth to close the meeting, second by Commissioner Caldwell.

Motion unanimously approved.

Adjourned by Chairperson Erickson at 7:43PM

Submitted respectfully,
Jeanine Machan
Secretary

Attachments:

6.1 2025 Recreations and Parks Budget

6.2 Community Activity Center Improvements Discussion

2025 Recreation & Parks Department Budget Overview

Recreation & Parks Advisory Commission
September 18, 2024

2025 Budget Process & Timeline

- **July 31** – Dept. submit budget & CIP/CEP requests
- **July 31 – August 30** – City Manager/ Finance Director Review of Dept. Budget Requests
- **September 3** – Budget Work Session with City Council
- **September 23** – Council Adopts Preliminary Budget and Tax Levy
- **November 12** - Department Presentations to Council
- **November 12** – Presentation of CIP/CEP to City Council
- **November 12** – City Council Reviews 2022 Amended Budget
- **December 2** – Truth and Taxation Public Hearing
- **December 9** – Adopt final Budget, CIP/CEP and Tax Levy

General Fund Overview

(as of 9/18/24)

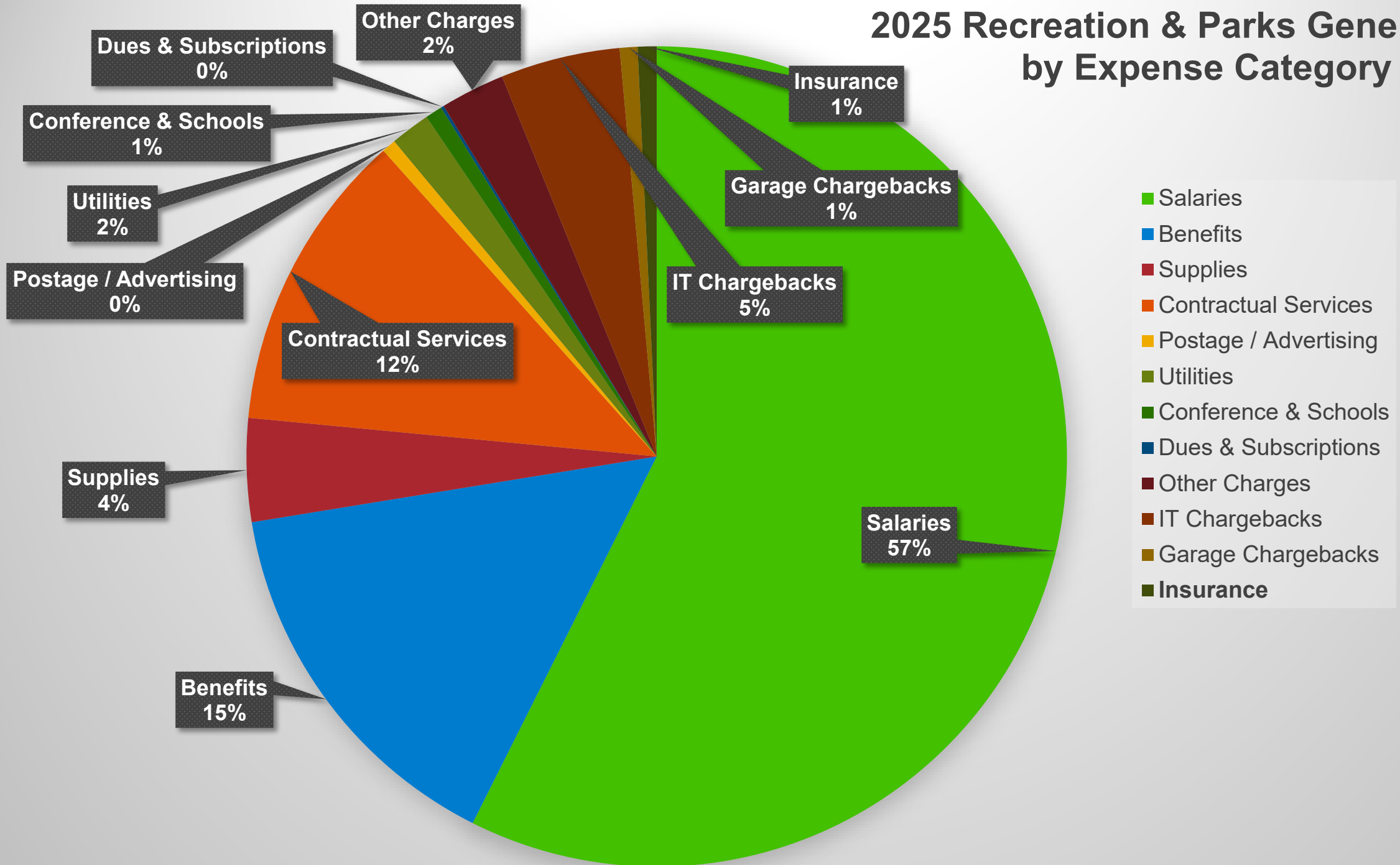
- 2025 General Fund Revenues (\$1,149,995)
 - Income from Program Registrations
 - Daily Fees
 - Merchandise for Sale
- 2025 General Fund Expenditures (\$6,477,456)
 - Staffing & Benefits (FT, PT, and Seasonal)
 - Contractual Services
 - Operating Supplies
 - Utilities
 - Training
 - Other (Chargebacks, Printing, Postage, etc.)
- 2025 Total Levy Request \$5,327,461
 - A proposed increase of \$334,812 or 6.2%

2025 Budget Priorities

(as of 9/18/24)

- Second Year of two-year budget process
- Series of small adjustments in supplies and contractual services
- \$203,981 of \$334,812 increase is staffing & benefits
- \$10k Increase in Building Supervision Expense at Osseo Area Schools
- \$19k increase in aquatics fees
- \$150k - 200k startup and utility fees for Zanewood Expansion

2025 Recreation & Parks General Fund by Expense Category



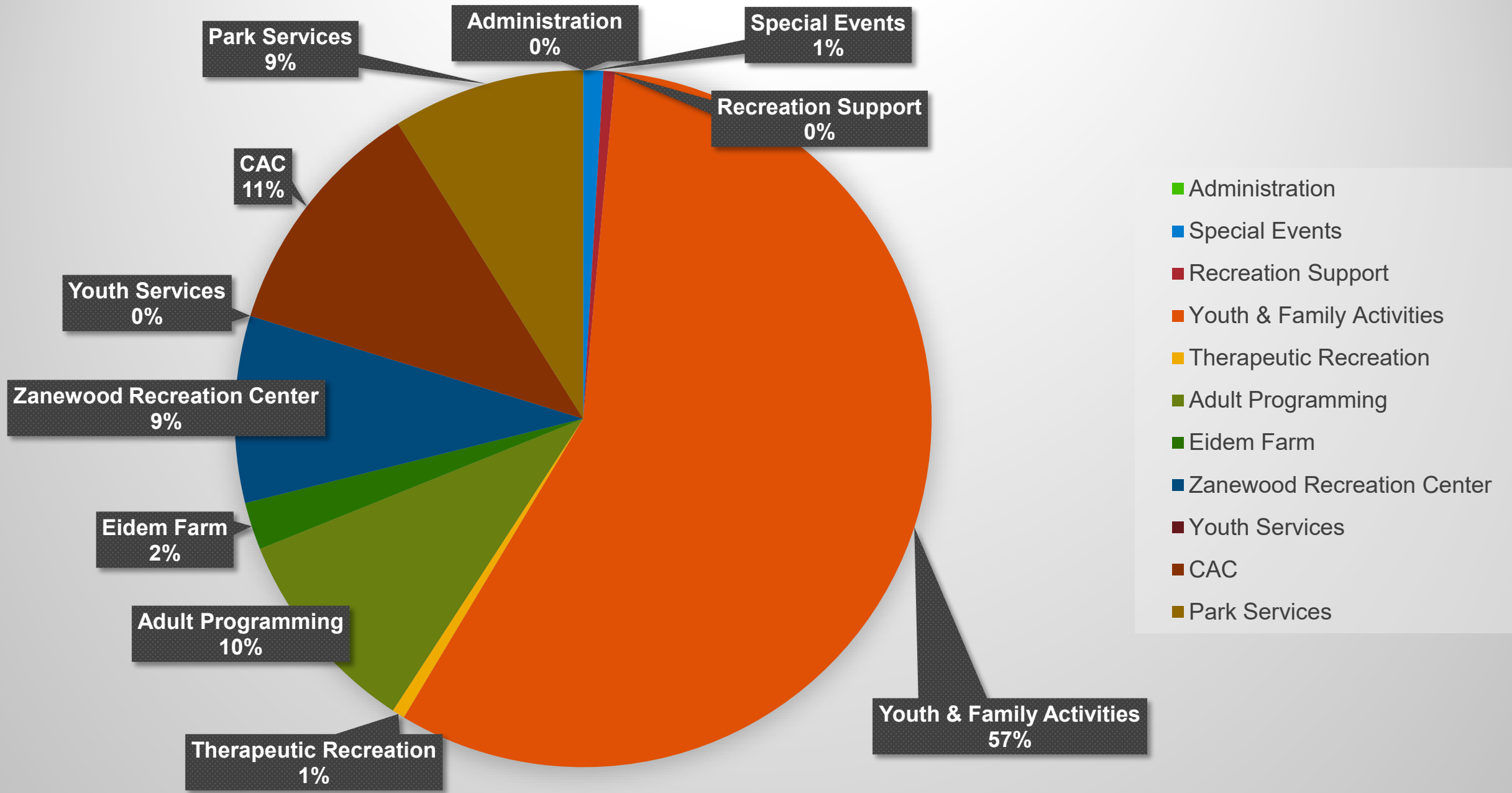
2025 Proposed Recreation & Park Budget – General Fund

\$7,000,000
 \$6,000,000
 \$5,000,000
 \$4,000,000
 \$3,000,000
 \$2,000,000
 \$1,000,000
 \$0

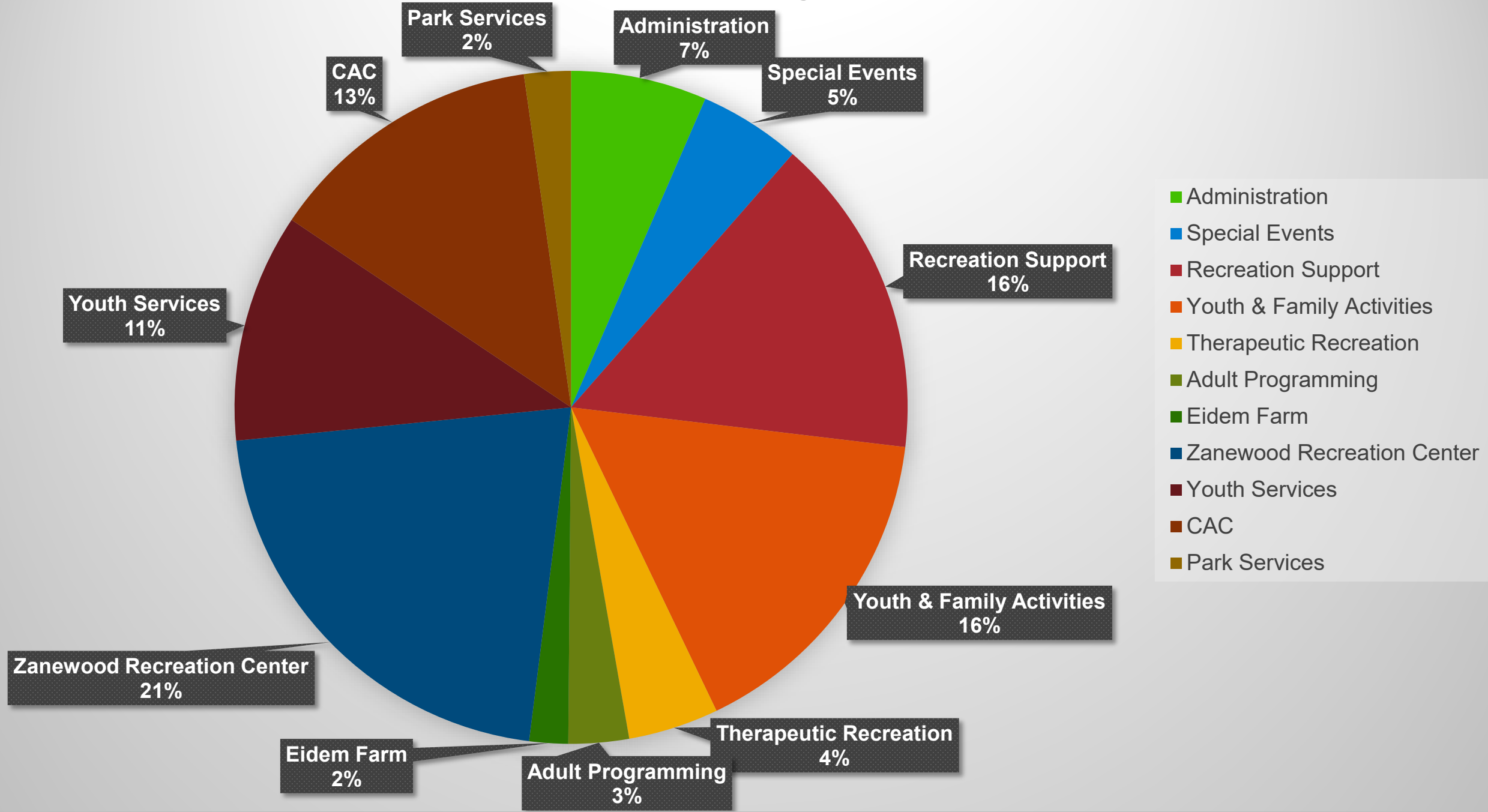
	Administra tion	Special Events	Recreatio n Support	Youth & Family Activities	Therapeuti c Recreatio n	Adult Programm ing	Eidem Farm	Zanewood Recreatio n Center	Youth Services	CAC	Park Services	Totals
■ Revenues	\$0	\$10,475	\$6,100	\$646,285	\$6,630	\$109,810	\$24,875	\$98,000	\$0	\$127,870	\$100,950	\$1,149,995
■ Expenditures	\$411,973	\$472,664	\$932,767	\$915,535	\$279,214	\$176,546	\$131,971	\$1,318,242	\$675,829	\$833,718	\$141,110	\$6,477,456
■ Net Property Tax Supported	\$411,973	\$462,169	\$926,667	\$269,250	\$272,584	\$69,736	\$107,096	\$1,220,242	\$675,829	\$705,848	\$40,160	\$5,327,461

■ Revenues ■ Expenditures ■ Net Property Tax Supported

2025 Recreation & Park Budget – General Fund Revenues



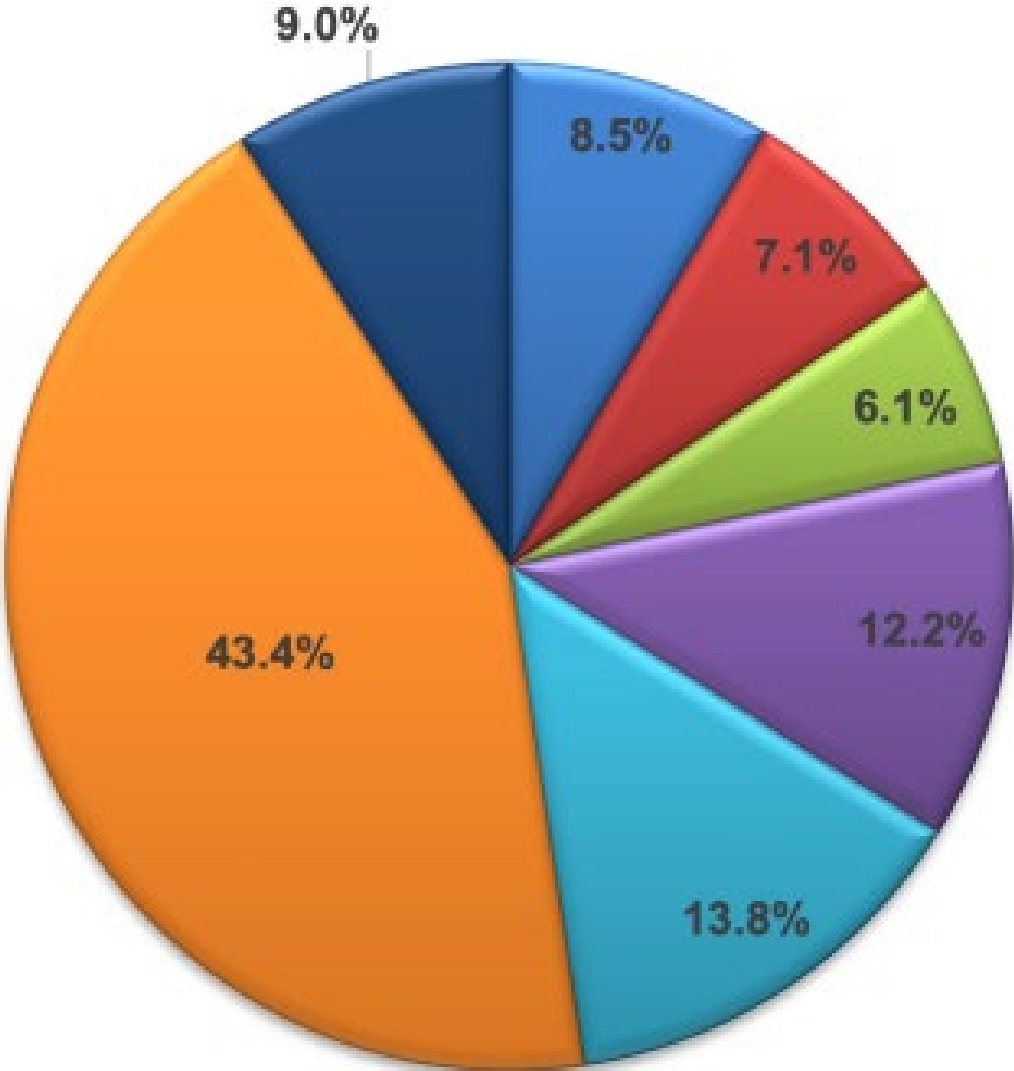
2025 Proposed Recreation & Parks Budget – General Fund Expenditures



RECREATION & PARKS GENERAL FUND



2024 CITY OF BROOKLYN PARK EXPENDITURES BY DEPARTMENT

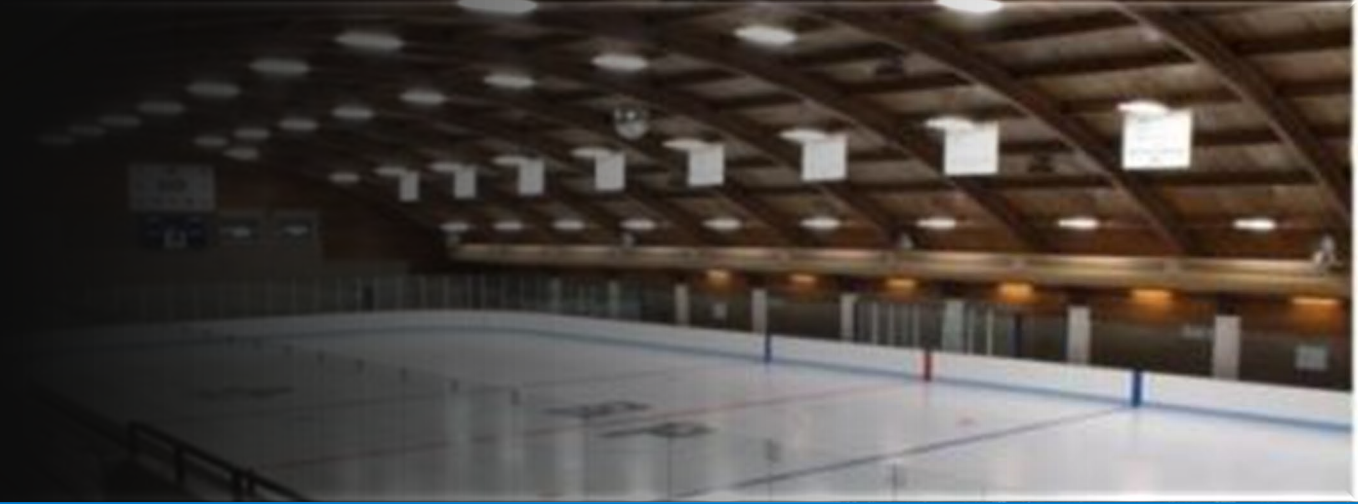


- Administration
\$5.81 million
- Community Development
\$4.88 million
- Finance
\$4.17 million
- Fire
\$8.34 million
- Operations & Maintenance
\$9.47 million
- Police
\$29.76 million
- Recreation & Parks
\$6.14 million

Budget Fund Overview

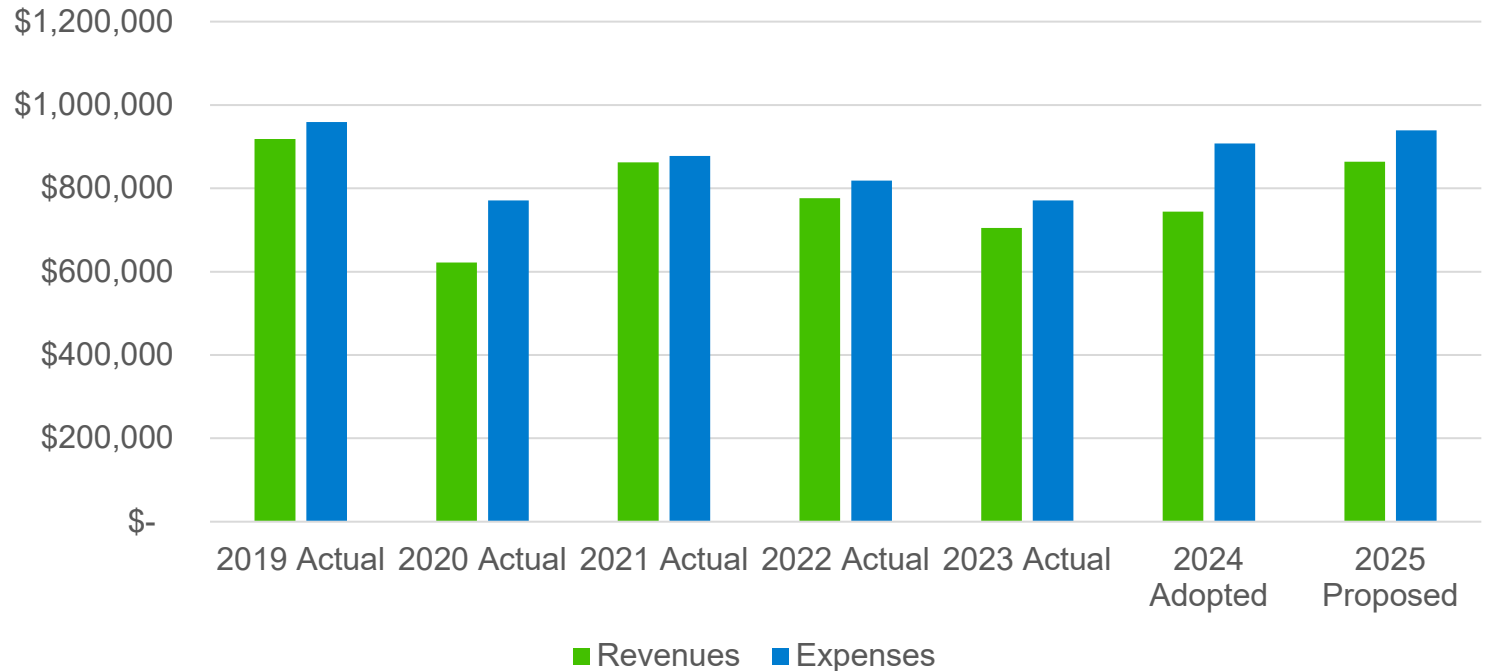
Special Revenue Fund

- 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.



2025 RECREATION & PARKS BUDGET ICE ARENA (Special Revenue Fund)

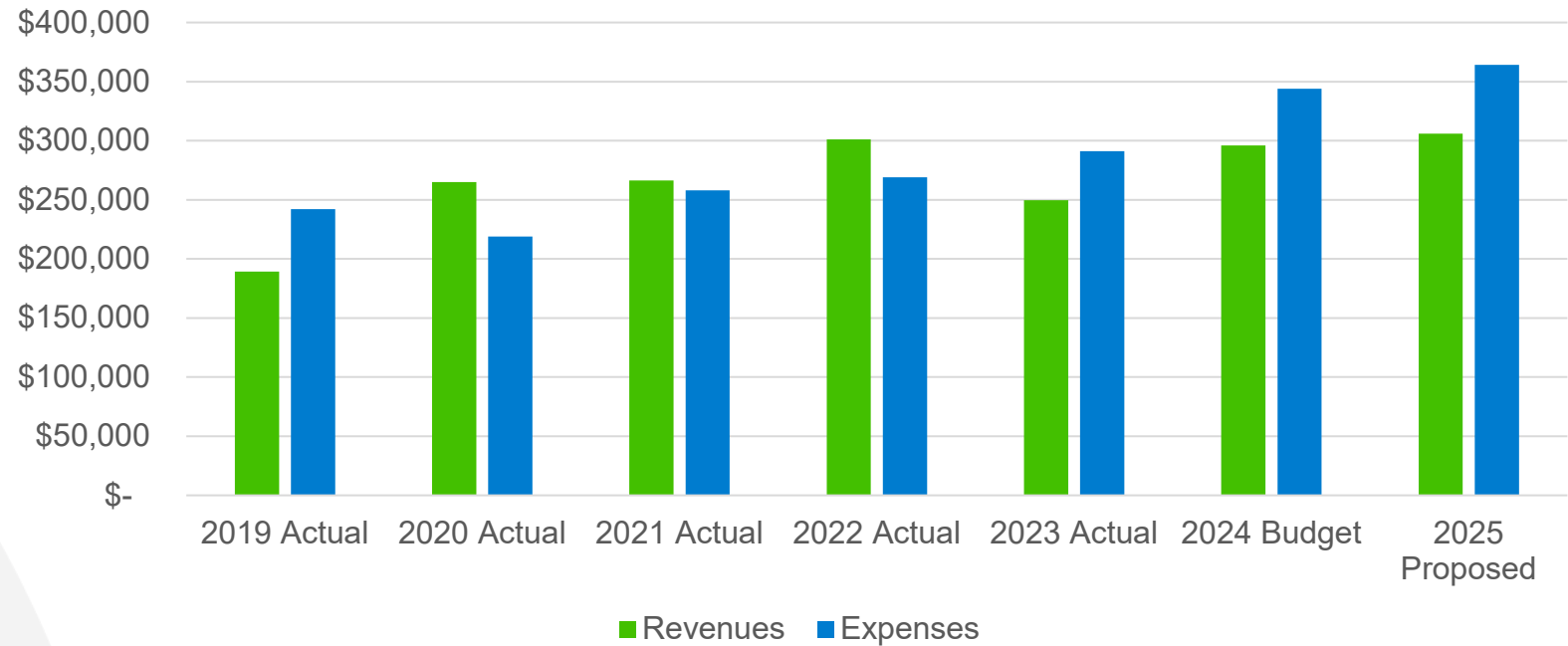
- Consistent annual budget
- Forecast to “average” year
- Transfer In of \$315,527
 - \$195,527 revenue shortfall in 2025
 - \$120,000 debt service



	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Adopted	2025 Proposed*
Recreation General Fund							
Revenue	\$ 918,434	\$ 621,709	\$ 862,075	\$ 728,842	\$ 705,166	\$ 743,937	\$ 863,851
Expenditure	\$ 958,656	\$ 770,978	\$ 877,871	\$ 670,347	\$ 771,245	\$ 907,890	\$ 939,378
Balance (Levy)	(\$ 40,222)	(\$ 149,269)	(\$ 15,796)	\$ 58,485	(\$ 66,078)	(\$ 163,953)	(\$ 75,527)

2025 RECREATION & PARKS BUDGET BROOKLAND GOLF PARK (Special Revenue Fund)

- Consistent annual budget
- Forecast to “average” year
- Slight Increase in Rates
- Transfer In of \$ 93,217
 - \$ 58,217 revenue shortfall in 2025
 - \$ 35,000 CIP (irrigation)



	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Adopted	2025 Proposed
Recreation General Fund							
Revenue	\$ 189,256	\$ 264,952	\$ 266,305	\$ 301,055	\$ 312,767	\$ 296,033	\$ 306,033
Expenditure	\$ 242,168	\$ 218,898	\$ 258,089	\$ 269,117	\$ 313,761	\$ 344,522	\$ 364,250
Balance (Levy)	(\$ 52,912)	\$ 46,054	\$ 8,216	\$ 31,938	(\$ 994)	(\$ 48,017)	(\$ 58,217)

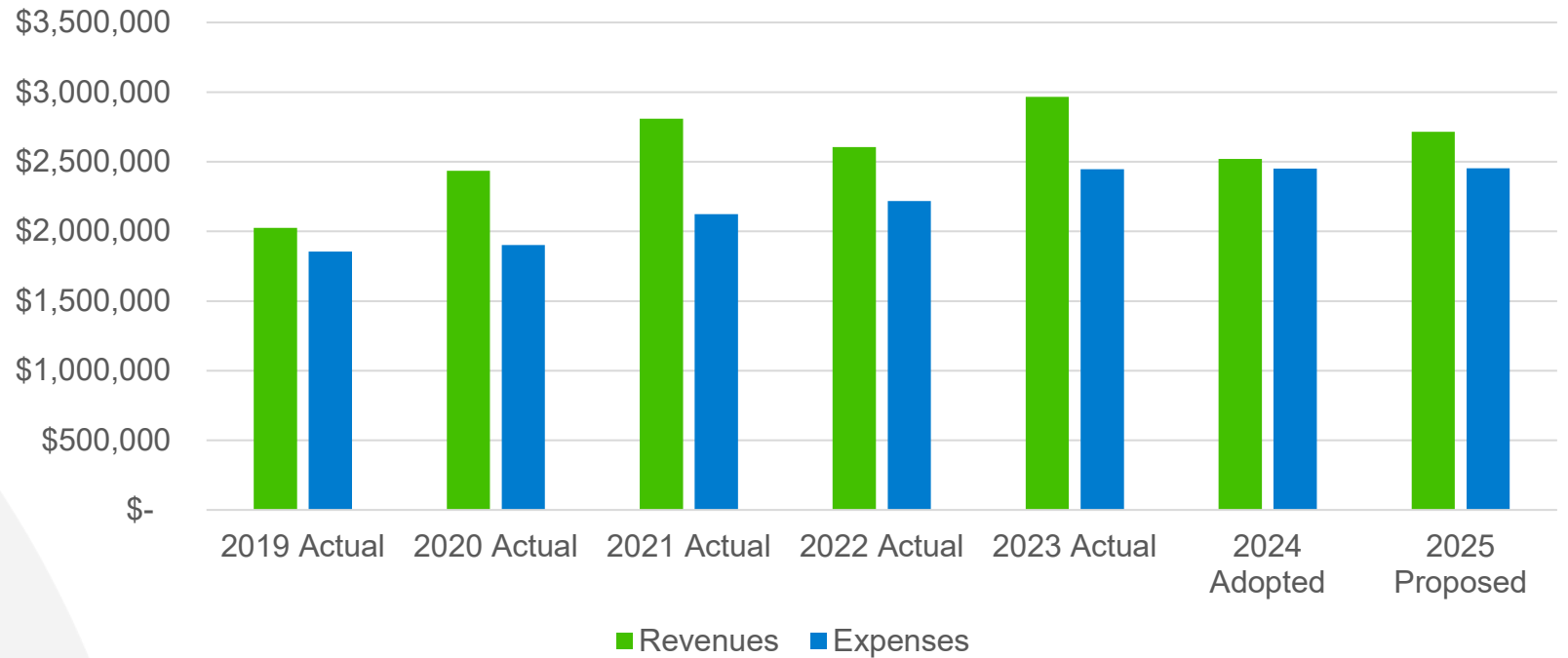


Recreation Enterprise Fund

- 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.

2025 RECREATION & PARKS BUDGET EDINBURGH USA GOLF COURSE (Enterprise Fund)

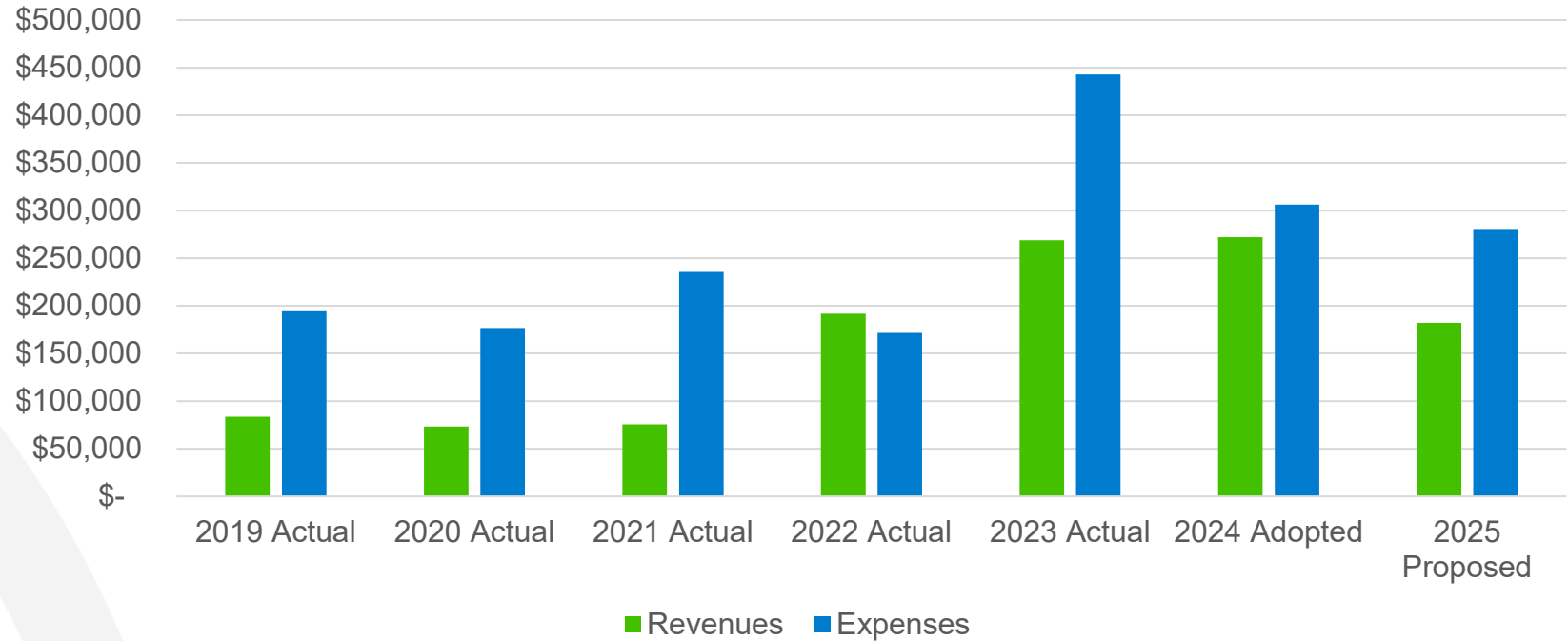
- Forecast to “average” year
- Slight increase in rates
- Includes \$115k annual payment of irrigation system loan
- Increased cost of carts



Recreation General Fund	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Adopted	2025 Proposed
Revenue	\$ 2,024,722	\$ 2,436,083	\$ 2,810,095	\$ 2,606,227	\$ 2,966,072	\$ 2,521,137	\$ 2,716,137
Expenditure	\$ 1,854,484	\$ 1,901,892	\$ 2,124,300	\$ 2,214,326	\$ 2,446,430	\$ 2,450,222	\$ 2,453,980
Balance (Levy)	\$ 170,237	\$ 534,191	\$ 685,795	\$ 391,901	\$ 519,642	\$ 70,915	\$ 262,157

2025 RECREATION & PARKS BUDGET EDINBURGH USA CLUBHOUSE (Enterprise Fund)

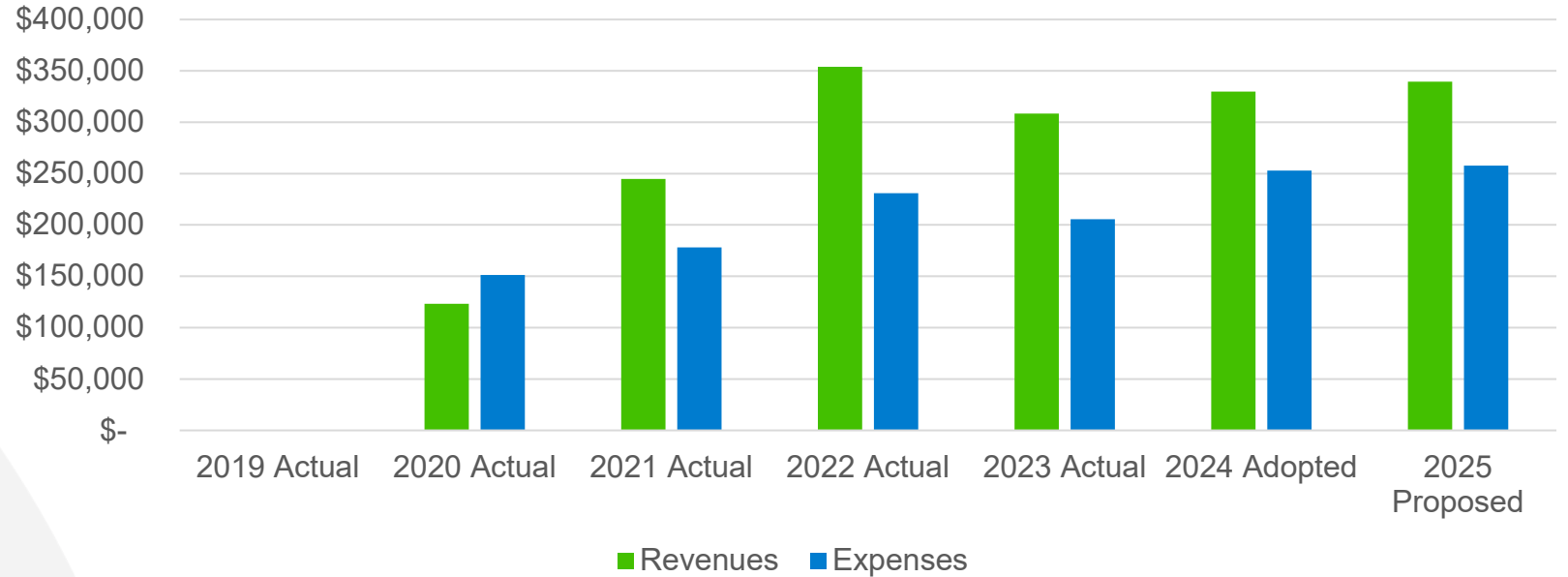
- Clubhouse utilities, maintenance and CIP
- 2024 Last year of D'Amico operations
- New model for 2025 which will change proposed numbers



	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Adopted	2025 Proposed
Recreation General Fund							
Revenue	\$ 1,528,838	\$ 73,325	\$ 75,456	\$ 191,597	\$ 268,752	\$ 272,000	\$ 182,000
Expenditure	\$ 1,639,469	\$ 176,826	\$ 235,456	\$ 171,702	\$ 291,356	\$ 306,141	\$ 280,736
Balance (Levy)	(\$ 110,631)	(\$ 103,501)	(\$ 160,000)	\$ 25,254	(\$ 22,604)	(\$ 34,141)	(\$ 98,736)

2025 RECREATION & PARKS BUDGET BROOKLYN PARK SPORTS DOME (Enterprise Fund)

- Similar to original forecasted budget
- 2022 first true operational year
- Rental Rate increase in 2025



Recreation General Fund	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Adopted	2025 Proposed
Revenue		\$ 123,310	\$ 244,748	\$ 353,968	\$ 308,404	\$ 329,828	\$ 339,484
Expenditure		\$ 151,215	\$ 177,999	\$ 231,029	\$ 205,669	\$ 252,905	\$ 257,795
Balance (Levy)		(\$ 27,905)	\$ 66,749	\$ 122,939	\$ 102,735	\$ 76,923	\$ 81,689

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.

2025 Proposed CIP Projects

Heritage Fund Projects

- Playground (\$ 275,000)
- Park Buildings, Shelters & Amenities (\$ 50,000)
- Parking Lots (\$ 150,000)
- Courts – likely Bass Creek (\$ 100,000)
- Trails (\$ 300,000)
- Irrigation System Master Planning for Athletic Complexes (\$ 50,000)*
- Eidem Farm Rehabilitation (\$ 25,000)
- Brookland Irrigation repairs (\$ 35,000)
- Community Activity Center Arena #1 Roof (\$ 350,000)
- Emerald Ash Borer (\$ 500,000)
- Natural Resource Management (\$25,000)

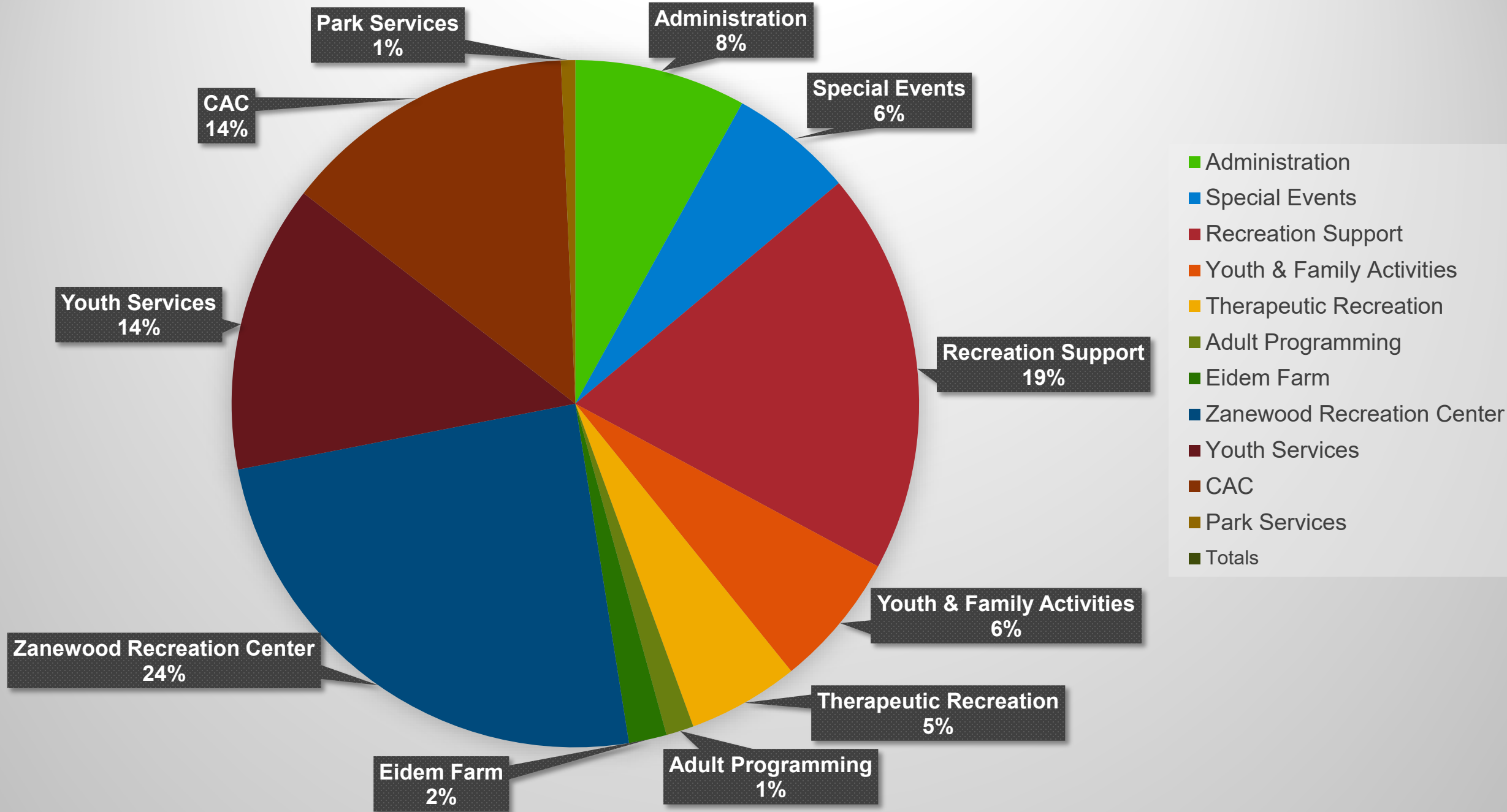
QUESTIONS?

Brooklyn
Park



Unique.
United.
Undiscovered.

2024 Proposed Recreation & Parks – General Fund Tax Levy Support

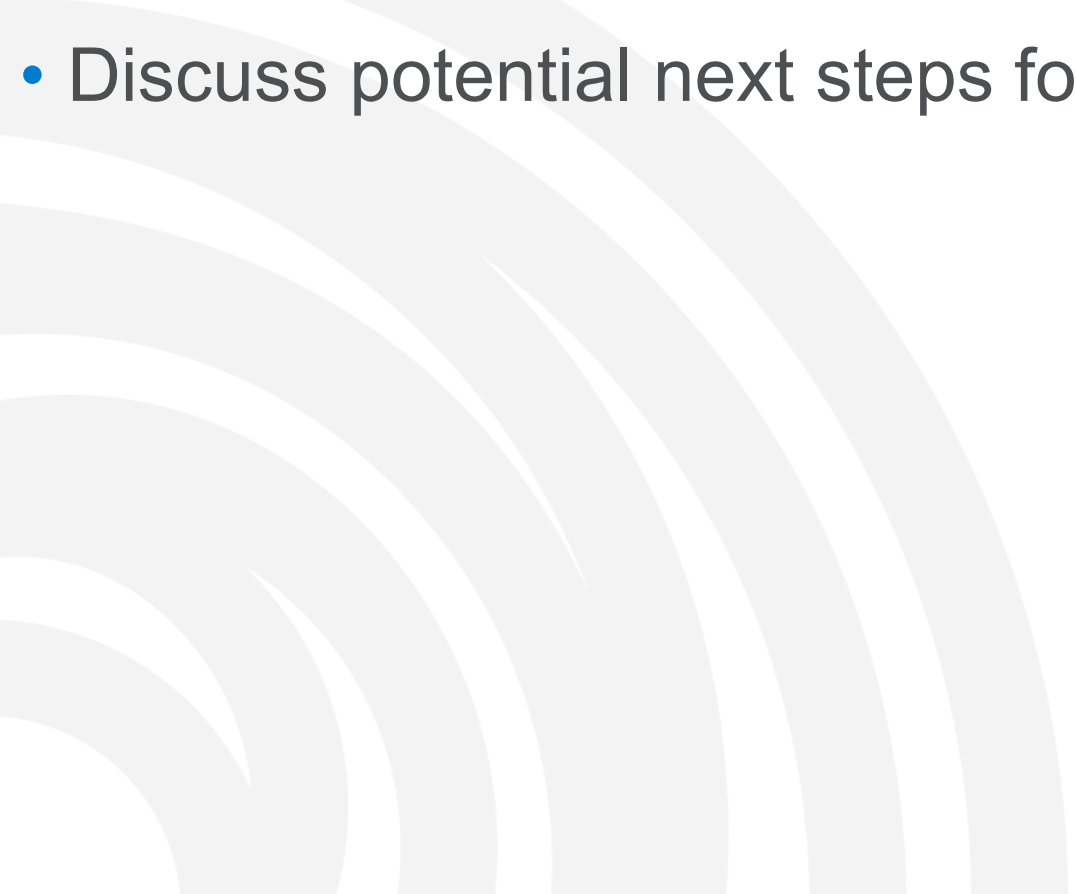


Community Activity Center Improvements Discussion

September 9, 2024

Brad Tullberg, Recreation & Parks Director

Purpose

- Share Information from the needs assessment
 - Discuss framework of community task force
 - Discuss potential next steps for planning
- 

Needs Assessment

- Staff contracted with Ballard*King to conduct a needs assessment for court and ice usage at the CAC
- Ballard*King & Associates is a recreation consulting firm specializing in recreation and sports feasibility studies, parks and/or recreation master plans, operational audits and assessments for recreation, sports and wellness facilities, and management solutions for parks and recreation departments or organizations.
- Rec & Parks staff worked with Ballard*King for previous aquatics studies

Needs Assessment

- The intent was to measure the need for additional facility access based on the City Council direction to consider adding three courts
- Surveys invitations were sent to existing ice and court users and requested users to identify other potential users.
- A total of 33 organizations (27 court and 6 ice) submitted information
- Combination of recreation and competition level programs from both ice and court programs

Needs Assessment

Question 2. Organizations reported the following participant numbers:

	Court Organization Recreation Participants*	Court Organization Competitive Participants*
Total Current Participants	8,040*	9,275*
Average Number of Participants	335	344
Median Number of Participants	40	50
	Ice Organization Recreation Participants	Ice Organization Competitive Participants
Total Current Participants	593	1,976
Average Number of Participants	119	329
Median Number of Participants	25	217

Needs Assessment

Question 3. What has the trend of your organization's membership numbers been over the past five years?

	Court Users <i>*27 Organization Respondents</i>	Ice Users <i>*6 Organization Respondents</i>
Decrease	0.0%	0.0%
Static	22.2%	50.0%
Increase	77.8%	50.0%

Needs Assessment

Question 4. Does your organization anticipate stability, growth or decline in your future registration numbers?

	Court Users <i>*27 Organization Respondents</i>	Ice Users <i>*6 Organization Respondents</i>
Stability	3.7%	33.3%
Growth	96.3%	66.7%
Decline	0.0%	0.0%

Needs Assessment

Question 6. What percentage of your members are Brooklyn Park residents?

	Number of Organizations Responding	Percentage of Organizations of the 33 Respondents
None (0%)	4	12%
1%-24%	5	15%
25-49%	6	18%
50%-69%	7	21%
70% or more	11	33%

	Court Users <i>*27 Organization Respondents</i>	Ice Users <i>*6 Organization Respondents</i>
Average Percentage of Brooklyn Park Residents	53.1%	23.3%
Median Percentage of Brooklyn Park Residents	50.0%	20.0%

Needs Assessment

Question 8: In a typical month, about how many hours does your organization typically rent?

	Court Users <i>*24 Organization Respondents</i>	Ice Users <i>*5 Organization Respondents</i>
Total Hours Rented Per Month	2,195	653
Average Hours Rented Per Month	91.5	130.6
Median Hours Rented Per Month	24.0	27.0

Needs Assessment

Question 9: In a typical month, about how many more hours of facility space would you like to rent?

	Court Users <i>*24 Organization Respondents</i>	Ice Users <i>*5 Organization Respondents</i>
Total Additional Hours Per Month Desired	2,293	124
Average Additional Hours Per Month Desired	99.7	24.8
Median Additional Hours Per Month Desired	20.0	4.0

Needs Assessment

Question 10: What days/times would your organization like to have more time for programs/practices? (Top 5)

	Court Users <i>*24 Organization Respondents</i>	Ice Users <i>*5 Organization Respondents</i>
Monday – Friday 5:00pm – 7:00pm	67%	60%
Monday – Friday 7:00pm – 9:00pm	54%	80%
Saturday Morning 8:00am – 12:00pm	42%	40%
Saturday Afternoon 12:00pm – 5:00pm	42%	60%
Sunday Afternoon 12:00pm – 5:00pm	42%	60%

Court User Key Differences:

No requests for SUN after 9pm
Extremely limited request for after 9pm SAT

Ice User Key Differences:

Request for MON-FRI before Noon
Slight increase in requests for after 9pm

Needs Assessment

Question 11: Does your organization want to implement additional programs but cannot due to limitations in space?

	Court Users <i>*24 Organization Respondents</i>	Ice Users <i>*5 Organization Respondents</i>
Yes	83%	60%
No	17%	40%

Needs Assessment

Question 12: Is one of your organization's challenges having access to an appropriate space or facility?

	Court Users <i>*20 Organization Respondents</i>	Ice Users <i>*3 Organization Respondents</i>
Yes	95%	67%
No	5%	33%

* This question was only posed to the 23 organizations that responded to Question 11 that they wanted to implement additional programs but could not due to limitation in space.

Needs Assessment

Question 13: Is your organization's challenges having access to appropriate use times?

	Court Users <i>*20 Organization Respondents</i>	Ice Users <i>*3 Organization Respondents</i>
Yes	95%	67%
No	5%	33%

* This question was only posed to the 23 organizations that responded to Question 11 that they wanted to implement additional programs but could not due to limitation in space.

Needs Assessment

- Based on annual data collected by the National Recreation and Park Association from their member institutions, a community the size of Brooklyn Park could support the following indoor spaces.
 - 4.6 Pickleball Courts
 - 3.4 Multiuse Courts (basketball, volleyball, etc.)
 - 3.0 Basketball Courts (standalone)
- Considering this data, combined with the input received through the survey, Ballard*King would recommend the following:

Needs Assessment

- **2 Full-Size Basketball Courts (minimum)**
 - Strong possibility that two basketball courts would meet the demands of the Recreation & Parks Department but many user groups would have limited access
- **4 Full-Size Basketball courts (optimal)**
 - Allows for Recreation & Parks to meet the current demand, expand offerings, accommodate the user groups engaged, and allow for drop-in play.
 - Would allow for an elevated walk/jog track of significant size.
 - The other benefit of a facility of this size, is that it could also accommodate up to 8 cross-court volleyball courts, and as many as 12 pickleball courts. This would allow CAC to host local and small regional competitions.

Needs Assessment

- **Ice Arena**

While not addressed in the report, in a follow-up with Ballard*King, they stated:

Based on the information that was collected from the user groups Ballard*King would recommend to maintain the status quo regarding the existing ice facility. There is sufficient demand from inside the community and the surrounding areas. Ice rinks by their very nature tend to be more of a regional attractor of participants, hence the participation from both inside and outside Brooklyn Park.

Needs Assessment

- The Challenge of court and ice time
 - Not enough weeknight times (Prime) between 5:30 and 9:30pm to meet the demand
 - Sufficient weekend times (non-Prime) are available to meet demand
- Determining the space needed is a balancing act
 - If facilities are built to meet only the Prime demand, there is a lack of revenue and increased cost of operation during the non-Prime times to be financially sustainable
 - A lack of facilities to meet the Prime demand limits participation and growth
 - The current plan to add three courts appears to be the appropriate model

Community Task Force

- Establish a Community Task Force with Two Primary Functions:
 - Serve as an advisory resource for the development of plans for the Community Activity Center Improvements
 - Provide community engagement to generate legislative support for 2025 MN State Bonding request
- Task Force would be comprised of:
 - City Council Member (1)
 - Recreation & Parks Advisory Commission Member (1)
 - Ice User Representative (2)
 - Courts User Representative (2)
 - Community At-Large (4)

Next Steps for Planning

- In order to be more prepared for an additional 2025 MN State Bonding request, it would help to further develop existing concept plans
- Planning for facility improvements that would include a multi-court gymnasium is a 9+ month process
- There is a need for planning coordination with the new fire station
- Phased approach to planning
 - Community Engagement with Task Force, user groups and staff for facility components and further development of concept level plans
 - Schematic Design and Design Development of preferred concept plan
 - Develop construction documents.
- Cost is a consideration

City Council Input

- Staff are seeking input from City Council on:
 - Information shared in Needs Assessment
 - Structure and purpose of Task Force
 - Interest to advance the CAC Improvement planning process

QUESTIONS?

Brad Tullberg

Director of Recreation and Parks

763-493-8344

brad.tullberg@brooklynpark.org

City of Brooklyn Park

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Brooklyn Park, MN 55443

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Twitter: [@brooklynpark](https://twitter.com/brooklynpark)

YouTube: [/user/brooklynparkmncity](https://www.youtube.com/user/brooklynparkmncity)

Thank You!

**Brooklyn
Park** 

Unique.

United.

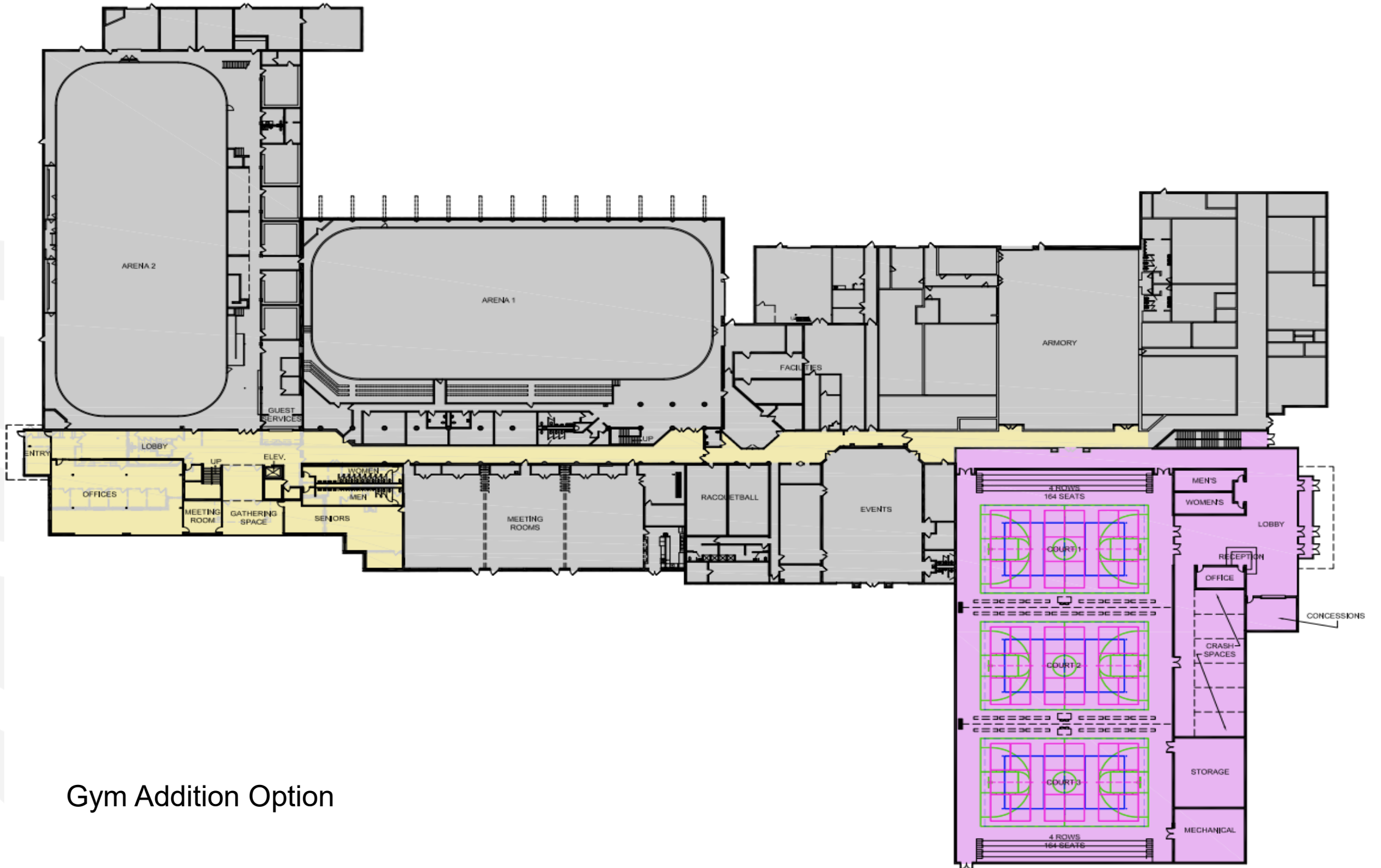
Undiscovered.

On-Going Space Challenges

- Osseo Schools has taken 2 Brooklyn Park School gyms offline
- Osseo Schools moved access to gym time from 5:30 to 6:00pm

Option #3

- Improvements to CAC Entrances and Corridors (\$5,047,869)
- Addition of multi court gym space (\$13,494,620)
 - Add space for 3 multi use courts – similar size to conversion of Arena 1
 - Could be used for basketball, volleyball, pickleball or event support space
 - Added bathrooms per state code for additional facility use
- Exterior Grounds and Parking Improvements (\$1,784,635)
 - Outdoor events space and improved traffic flow. (Remove 85th Avenue entrance)
- Total Estimated Project Cost (\$20,227,437)
- Identified Funding
 - \$2M allocated from 2018 Park Bond Referendum
 - \$5M Allocation State of MN Bonding (assuming amendment request granted)
 - Estimated \$13,227,437 gap



Gym Addition Option

EDINBROOK TERRACE

ZANE AVENUE N

FUTURE FIRE STATION

EXISTING PARKING TO REMAIN
138 SPACES

EXISTING PARKING TO REMAIN
23 SPACES

EXISTING NORTH PARKING TO REMAIN
118 SPACES

NEW WEST PARKING
105 SPACES

FUTURE CONNECTION
TO 85TH AVE N.

WEST ENTRY

EAST ENTRY

PUMP HOUSE

FUTURE PARKING
RECONFIGURATION

NEW EAST PARKING
132 SPACES

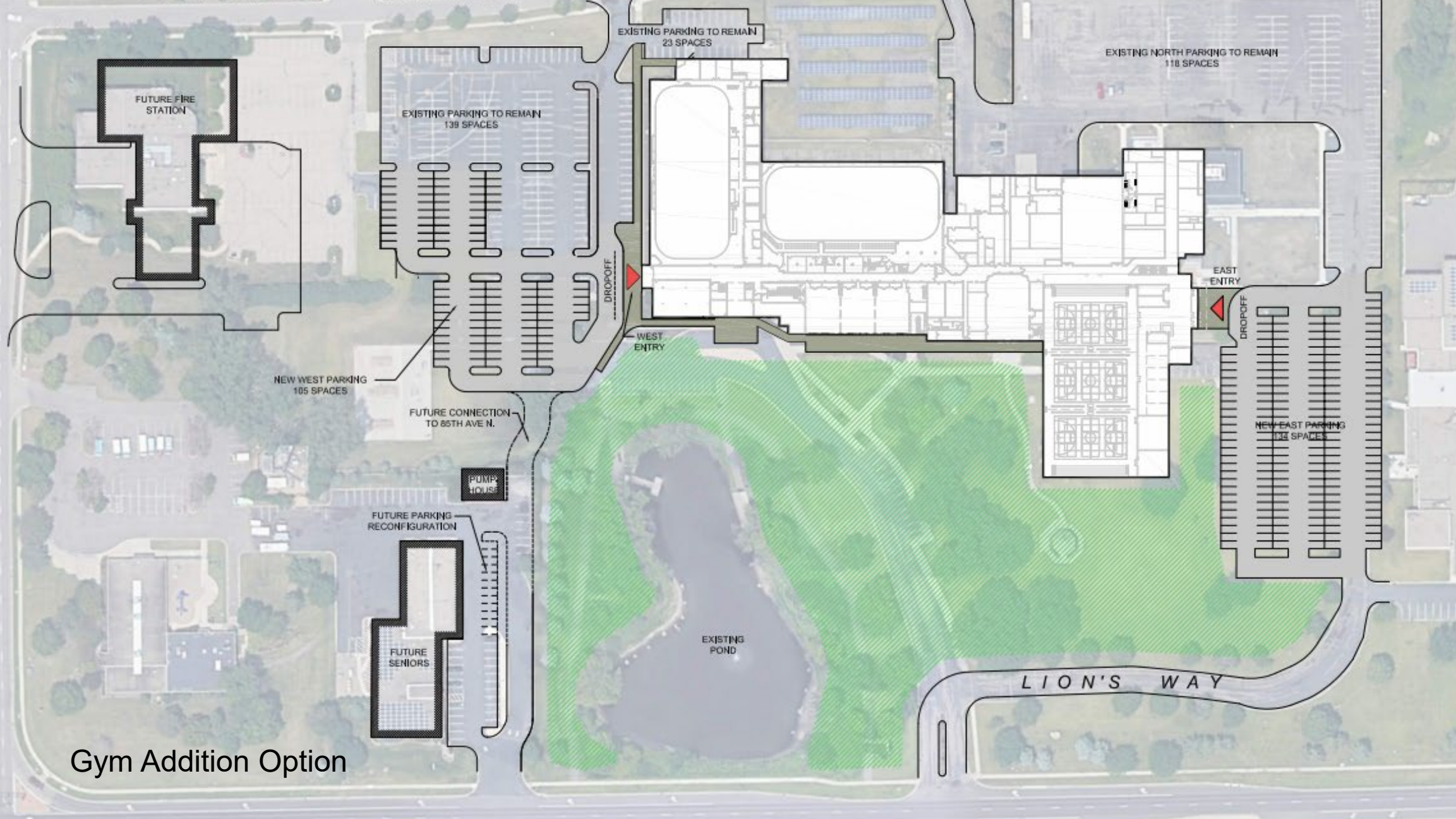
EXISTING POND

LION'S WAY

FUTURE SENIORS

Gym Addition Option

85TH AVENUE N



Financial Summary of Options

	ENTRANCE/ CORRIDOR IMPROVEMENTS	ARENA #1 CONVERSION (including entrance & exterior improvements)	GYM ADDITION (including entrance & exterior improvements)
Entrance & Corridor Improvements	\$5,047,869	\$5,047,869	\$5,047,869
Courts	N/A	\$6,662,116	\$13,394,933
Exterior Improvements	None	\$1,784,635	\$1,784,635
Total Cost Estimate	\$5,047,869	\$13,494,620	\$20,227,437
Park Bond Funding	\$2,000,000	\$2,000,000	\$2,000,000
State Bonding	\$ 0	\$5,000,000	\$5,000,000*
Estimated Funding Gap	\$3,047,869	\$6,494,620	\$13,227,437
Staffing Impact	None	Possible reduction	Likely to increase

* Pending outcome of language amendment to 2023 State Bonding request

City Council and RPAC Engagement

- City Council – July 25, 2022
- Recreation & Parks Advisory Commission – November 16, 2022
- City Council – Legislative Agenda – January 17, 2023
- City Council – Park Project Update – March 6, 2023
- City Council – Big Ticket Items Discussion – July 31, 2023
- City Council – CAC Improvements – September 5, 2023
- Recreation & Parks Advisory Commission – November 15, 2023
- City Council – CAC Improvements – November 27, 2023
- Community Engagement meeting – March 7 , 2024

City of Brooklyn Park RECREATION AND PARKS ADVISORY COMMISSION			
Agenda Item	6.1	Meeting Date:	October 16, 2024
Agenda Section:	General information - presentations	Presented By:	Brad Tullberg, Recreation & Parks Director
Recreation & Parks Director Proposed Action	Proposal for Park to Honor Indigenous People		

Overview:

Brooklyn Park resident Cheryl Avina will present a proposal to create a park in Brooklyn Park that celebrates the heritage of indigenous people in Brooklyn Park.

Primary Issues/Alternatives to Consider:

NA

Budgetary/Fiscal Issues:

NA

Attachments:

6.1A PARK PROPOSAL

PROPOSAL FOR LAND USE

REQUEST: One acre of land within the City of Brooklyn Park
PURPOSE: Commemorate the Indigenous People originally from Minnesota
USE: Education; Community Events

“Land back is not just about giving land back it is about land access.”

This proposal is about “land access”. It puts action to the words used regarding respecting who’s land we are on. The land on which the City of Brooklyn Park is located was originally part of the Missouri Territory in the early 19th century. The Missouri Territory was originally part of the Louisiana Territory. The distribution of land between the British, Spanish, French and American governments is its own history lesson. Within a few decades land distribution and ownership was narrowed down to what became the State of Minnesota. With settlers moving into Minnesota, the Dakota people became even more displaced in their homeland. Many Indigenous nations were displaced. This very short synopsis does not do justice in describing the loss of land and way of life Indigenous people of this country have endured. Although we cannot change what happened in the past, it is important that we learn from it and do better today.

The land I am proposing the city set aside would be dedicated to the Indigenous People originally of Minnesota. The lot size is requested to accommodate events such an outdoor traditional “wacipi” (Dakota word for “dance”), also known as a pow-wow. It would also be used for teaching cultural history. There would be space for a community garden. The garden would provide traditional crops to be used in teaching about traditional cultural foods. Native language speakers would also have a space to offer language classes. The space would allow for a public square to offer a place for the community to come together in a peaceful space.

To accommodate larger events and on-going activities, food trucks, etc. parking accommodations are necessary. Local on street parking would not be sufficient and may disrupt the local neighborhood. Additional parking space is needed along with electrical outlets for food trucks or other things.

As the develop of ideas and use for land partnering with other resources such as: the Osseo School District Indian Education Program; Native American local organizations and finding financial resources. These resources will take time to establish and will be ongoing.

I believe the City of Brooklyn Park in moving forward with this proposal will demonstrate the city’s commitment to its 2025 Goals.

Cheryl Aviña
7608 67th Ave. N.
763-442-6718
Crlafon1@gmail.com

City of Brooklyn Park RECREATION AND PARKS ADVISORY COMMISION			
Agenda Item	6.2	Meeting Date:	October 16, 2024
Agenda Section:	General information - presentations	Presented By:	Pam McBride, Youth Services Manager
Recreation & Parks Director Proposed Action	Youth Services Update		

Overview:

Pam McBride, Youth Services Manager, will present an overview of the Youth Services Division body of work. This will include an update on the Youth Services framework, Brooklyn Park Youth Outreach Team, the partnership between the Brooklyn Park Police Department and the Youth Services division.

Primary Issues/Alternatives to Consider:

NA

Budgetary/Fiscal Issues:

NA

Attachments:

POWERPOINT PRESENTATION WILL BE PROVIDED AT MEETING

City of Brooklyn Park RECREATION AND PARKS ADVISORY COMMISSION			
Agenda Item	7.0	Meeting Date:	October 16, 2024
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:

- 7.1 4.10 RFCA Authorizing Application for HC Youth Activities Grant - CC Sept. 23
- 7.2 4.11 Fiber Optic Conduit RFCA - CC Sept. 23
- 7.3 4.12 RFCA Award Zanewood Contract - CC Sept. 23
- 7.4 C.4 2025 Events Discussion - Work Session CC Oct. 7

Primary Issues/Alternatives to Consider:

NA

Budgetary/Fiscal Issues:

NA

Attachments:

- 7.1 4.10 RFCA Authorizing Application for HC Youth Activities Grant
- 7.1A 4.10A RESOLUTION Authorizing Application for HC Youth Activities Grant
- 7.2 4.11 Fiber Optic Conduit RFCA
- 7.2A 4.11A Fiber Optic Conduit Resolution
- 7.3 4.12 RFCA Award Zanewood Contract
- 7.3A 4.12A RESOLUTION Award Zanewood Contract
- 7.3B 4.12B Proposal Scoring Grid
- 7.4 C.4 2025 Events Discussion

City of Brooklyn Park Request for Council Action

Agenda Item:	4.10	Meeting Date:	September 23, 2024
Agenda Section:	Consent	Originating Department:	Recreation and Parks
Resolution:	X	Prepared By:	Brad Tullberg, Recreation and Parks Director
Ordinance:	N/A		
Attachments:	1	Presented By:	Brad Tullberg
Item:	Authorize Application for Grant Funding through Hennepin Youth Activities Grant		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-____ TO AUTHORIZE APPLICATION FOR GRANT FUNDING THROUGH THE HENNEPIN YOUTH ACTIVITIES FACILITIES GRANT PROGRAM.

Overview:

The Twins Ballpark sales tax, approved by the Minnesota Legislature in 2006, funds the Hennepin Youth Sports Program. State legislation authorizing the construction of Target Field allows Hennepin County to use a portion of the 0.15% sales tax surcharge to grant over \$2 million dollars each year to Hennepin County communities to assist with youth activities.

Hennepin County is currently soliciting applications for the Youth Sports Facilities Grant. The purpose of the facility grants is to allow municipalities, park districts, watershed districts, and school districts to create, expand, or improve athletic and recreational facilities to enhance opportunities for youth participation. Grant funds are meant to be the last funds for a project; therefore, funding is not meant to be used for fundraising purposes or as seed money for new projects. Grant funding may not be used for programming, operations, or maintenance of any facility. Grants between \$100,000 to \$300,000 are available. Grant awards will be paid to grant recipients through a cost-reimbursement contract. The awards are paid as reimbursement after the Local Government Unit (LGU) submits documentation of project activity expenses.

Staff has reviewed grant requirements and agree to be bound by Hennepin County Grant Agreement and are prepared to be the fiscal agent for the award, to disburse the funds, and ensure the funds are used as listed in the application.

Primary Issues/Alternatives to Consider:

Staff recommends authorization to submit application for the Hennepin Youth Sports Facilities Grant to support the renovation and expansion of Zanewood Recreation Center.

Budgetary/Fiscal Issues:

Staff is requesting up to \$300,000 in Hennepin Youth Sports Facilities Grant funds to be used to support the renovation and expansion of the Zanewood Recreation Center.

Attachments:

4.10A RESOLUTION

RESOLUTION #2024-

RESOLUTION TO AUTHORIZE APPLICATION FOR GRANT FUNDING
THROUGH THE HENNEPIN YOUTH ACTIVITIES GRANT PROGRAM

WHEREAS, the Hennepin County Board of Commissioners, via the Hennepin Youth Activities Grants, provides for capital funds to assist local government units of Hennepin County for the development of sports or recreational facilities; and

WHEREAS, The City of Brooklyn Park (local government unit, hereinafter LGU) desires to develop the renovation and expansion of the Zanewood Recreation Center (hereinafter PROJECT).

NOW, THEREFORE BE IT RESOLVED BY THE CITY OF BROOKLYN PARK:

- I. The estimate of the total cost of developing PROJECT shall be \$10,000,000. The LGU is requesting \$ 300,000 from the Hennepin Youth Activities Grants and will assume responsibility for providing matching funds of \$ 9,700,000.
- II. The City of Brooklyn Park is the owner of the property where the PROJECT is located. The City of Brooklyn Park will own the property where PROJECT is located for at least the functional life of the facility, which is estimated to be 40 years. The PROJECT may not be converted to a non-public or non-recreational use within this time period without the approval of Hennepin County.
- III. The City of Brooklyn Park agrees to assume one hundred (100) percent of operational and maintenance costs for PROJECT. The City of Brooklyn Park will operate PROJECT for its intended purpose as stated in the PROJECT application for the functional life of the facility.
- IV. LGU agrees to enter into necessary and required agreements with Hennepin County for the specific purpose of developing the PROJECT and managing its long-term operation.
- V. That the City Manager is authorized and directed to execute the application for the Hennepin Youth Activities Grants program.

City of Brooklyn Park Request for Council Action

Agenda Item:	4.11	Meeting Date:	September 23, 2024
Agenda Section:	Consent	Originating Department:	Recreation and Parks Operations and Maintenance
Resolution:	X	Prepared By:	Brad Tullberg, Recreation & Parks Director Keith Ehrlichman, Information and Technology Manager
Ordinance:	N/A		
Attachments:	2	Presented By:	Brad Tullberg, Recreation & Parks Director Keith Ehrlichman, Information and Technology Manager
Item:	Authorize the City Manager to Enter into a Contract with Gateway Fiber to Install Fiber Optic Cabling Conduit and Purchase Fiber Optic Cable in 2024		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-_____ AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH GATEWAY FIBER TO INSTALL FIBER OPTION CABLING CONDUIT AND PURCHASE FIBER OPTIC CABLE IN 2024.

Overview:

The City of Brooklyn Park uses an underground fiber network to connect city buildings to the City's data network. This network provides staff with access to the City's technology including computer applications, internet, telephone system, security cameras and numerous other technology items.

Background:

Gateway Fiber is installing fiber throughout the city as part of expanding their internet and cable TV services in the metro area. City staff met with Gateway, and they have agreed to install an additional conduit in areas that would support the connectivity of City facilities that are currently not connected to the City's fiber network.

Currently, wells and lift stations communicate with the water treatment plant through cellular connections. This is older technology and building out the City's fiber network to these locations will support the modernization of the City's SCADA system. There has also been requests for security cameras in multiple park locations. Fiber optic cabling plays a crucial role in supporting municipal operations involving water wells and security cameras due to their high-speed data transmission, reliability, bandwidth capacity, scalability, security, lower maintenance costs and can ensure efficient, real-time monitoring and control.

Project 1: Fiber conduit installed by Gateway to support future fiber connections to Well #1 and Well #2 for remote management and monitoring of operations and alarms. Additional conduit would be installed at Norwood Park and Monroe to support the connection and installation of security cameras and in addition to providing technology availability for programming and public use during rentals. The estimated cost is \$84,865 for Phase 1. Because Gateway will already be installing conduit for fiber optic cabling in these areas the estimated savings is approximately \$105,537 when compared to Brooklyn Park installing their own conduit. Brooklyn Park network connections would take place at 85th Ave and through Hennepin County fiber (already approved by the County).

Project 2: Fiber conduit installed by Gateway to support future fiber connections to Oak Grove Park to support existing security cameras using 4G cellular service, card access and other network related needs. Fiber optic connectivity will support better video quality and reliability. The estimated cost is \$16,140, a projected savings

of \$16,090 when compared to Brooklyn Park installing their own conduit. Brooklyn Park network access connection would take place at Hennepin County fiber on Zane Ave (already approved by the county)

In addition to the installation of the conduit to support the future fiber optic cabling, staff are recommending the purchase of materials from LOGIS to complete the cabling and connections at each location. This total cost for materials in Project #1 and Project #2 is estimated to be \$79,025. It is expected that the completion of the cabling and network connections would take place as part of a separate project in 2025.

Primary Issues/Alternatives to Consider:

The project savings being offered by Gateway is time sensitive because they are currently working in the area. The savings cannot be realized in the future once their installation is complete. The savings are identified compared to a stand-alone separate project.

Budgetary/Fiscal Issues:

Staff are recommending the use of American Rescue Plan Act funding for this project.

Attachments:

4.11A RESOLUTION

RESOLUTION #2024-

AUTHORIZING A CONTRACT WITH GATEWAY FIBER TO INSTALL FIBER OPTION CABLING CONDUIT
AND PURCHASE FIBER OPTIC CABLE IN 2024

WHEREAS, Brooklyn Park uses an underground fiber network to connect city buildings to the City's data network. This network provides staff with access to the City's technology including computer applications, internet, telephone system, security cameras and numerous other technology items; and

WHEREAS, Gateway Fiber is installing fiber throughout the city as part of expanding their services in the metro area and Gateway has agreed to install an additional conduit in areas that would support the connectivity of City facilities that are currently not connected to the City's fiber network; and

WHEREAS, wells and lift stations communicate with the water treatment plant through cellular connections and can benefit from fiber optic connections; and

WHEREAS, there have been requests for security cameras in multiple park locations that would be more reliable and have increased bandwidth capacity with fiber optic cabling; and

WHEREAS, in Project 1 fiber conduit would be installed by Gateway to support future fiber connections to Well #1, Well #2, Norwood Park and Monroe Park at an estimated cost of \$84,865, a savings of approximately \$105,537; and

WHEREAS, in Project 2 fiber conduit would be installed by Gateway to support future fiber connections to Oak Grove Park to support existing security cameras using 4G cellular service at an estimated cost of \$16,140, a projected savings of \$16,090; and

WHEREAS, staff are recommending the purchase of materials from Logis to complete the cabling and connections at the Project 1 and Project 2 locations at a cost of \$79,025; and

WHEREAS, the project savings being offered by Gateway is time sensitive because they are currently working in the area and savings cannot be realized in the future once their installation is complete; and

WHEREAS, staff are recommending the use of American Rescue Plan Act funds for this project.;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Brooklyn Park to Authorize the City Manager to Enter into a Contract with Gateway Fiber to Install Fiber Optic Cabling Conduit and Purchase Fiber Optic Cable through LOGIS in 2024.

City of Brooklyn Park Request for Council Action

Agenda Item:	4.12	Meeting Date:	September 23, 2024
Agenda Section:	Action Item	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, Director of Recreation and Parks
Item:	Award the Contract to Donlar Construction for the Renovation and Expansion of Zanewood Recreation Center and Authorize City Manager to Enter into a Contract not to Exceed \$9,800,000		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-_____ TO AWARD THE CONTRACT TO DONLAR CONSTRUCTION FOR THE RENOVATION AND EXPANSION OF ZANEWOOD RECREATION CENTER AND AUTHORIZE CITY MANAGER TO ENTER INTO A CONTRACT NOT TO EXCEED \$9,800,000

Overview:

As part of the 2018 Park Bond Referendum, \$2M was allocated for additional teen recreation center programming. On March 27, 2023, City Council approved a professional services agreement with Design by Melo to provide community engagement, concept planning and design development for a youth and teen recreation center. After extensive community engagement during the summer of 2023, it was determined that the most effective design would be to renovate the existing Zanewood Recreation Center to be utilized for dedicated K-5 program space, then construct an addition dedicated for teen programming. The new facility will feature gym space, space for workforce development, a Best Buy Teen Tech Center, arts programming space, gaming lounge, and general gathering space to give young people a place to engage in positive experiences and serve as a hub to support youth and families in Brooklyn Park.

The total cost of the project is estimated to be \$10M. At the July 8, 2024 meeting the City Council approved the following structure to fund the project:

- \$7.1M from 2018 Park Bond Referendum
- \$500k from 2023 Congressionally Directed Spending for Community Project Funding
- \$150k from Best Buy Teen Tech Center Grant
- \$750k from CDBG funding over next three funding cycles (\$250k per year)
- \$1.5M from the Open Space, Land Acquisition and Development (OSLAD) fund

Staff continue to seek grant opportunities during the construction of the Teen Center to offset the costs of the projects and minimize the amount of Park Bond Referendum funds needed for reallocation.

The project was advertised for proposals on July 25, 2024 in the Sun Post and on QuestCDN. A total of eight proposals were received on the due date of August 27, 2024. One contractor, Jorgenson Construction, withdrew their proposal immediately due to a calculation error in their submittal. Using the criteria defined in the Request for Proposal for Team Qualifications, Work Plan, and Project Cost, four firms were selected for interviews that were conducted on Friday September 6, 2024. Based on the final scores, including interviews and proposed value engineering opportunities, staff are recommending Donlar Construction as the best value contractor for the project.

Primary Issues/Alternatives to Consider:

Staff and the architect (Design by Melo) recommend awarding the project to Donlar Construction

Budgetary/Fiscal Issues:

- The funding plan was approved at the July 8, 2024 City Council meeting
- Staff and the design team will continue to work with Donlar Construction to explore value engineering opportunities to further reduce overall project costs.

Attachments:

4.12A RESOLUTION

4.12B PROJECT SCORING GRID

RESOLUTION #2024-

RESOLUTION TO AWARD THE CONTRACT TO DONLAR CONSTRUCTION FOR THE RENOVATION AND EXPANSION OF ZANEWOOD RECREATION CENTER AND AUTHORIZE CITY MANAGER TO ENTER INTO A CONTRACT NOT TO EXCEED \$9,800,000

WHEREAS, a Youth and Teen Recreation Center project was part of the proposed 2018 Park Bond Referendum; and

WHEREAS, on March 27, 2023, City Council approved a professional services agreement with Design by Melo to provide community engagement, concept planning and design development for a youth and teen recreation center; and

WHEREAS, the project would be to renovate the existing Zanewood Recreation Center to be utilized for dedicated K-5 program space, then construct an addition dedicated for teen programming; and

WHEREAS, the total cost of the project was estimated to be \$10,000,000 and a funding plan was approved at the July 8, 2024 City Council meeting; and

WHEREAS, staff would continue seeking other grant funding opportunities to minimize the amount to be reallocated from the Park Bond Referendum projects; and

WHEREAS, the project was advertised for proposals on July 25, 2024 in the Sun Post and on QuestCDN and a total of eight proposals were received on the due date of August 27, 2024; and

WHEREAS, using the criteria defined in the Request for Proposal for Team Qualifications, Work Plan, and Project Cost, four firms were selected for interviews that were held on Friday September 6, 2024; and

WHEREAS, based on the final scores, including interviews and proposed value engineering opportunities, staff are recommending Donlar Construction as the best value contractor for the project; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park to Award the Contract to Donlar Construction for the Renovation and Expansion of Zanewood Recreation Center and Authorize City Manager to Enter into a Contract not to exceed \$9,800,000.

7.3B 4.12B Proposal Scoring Grid

Company	Declaration (Pass/Fail)	Safety (Pass/Fail)	Team Qualifications (25)	Schedule & Work Plan (30)	Project Cost (25)	Short List Total	Interviews (20)	Final Score
Donlar Construction	Pass	Pass	24.5	27.5	21	73	19.75	92.75
Ebert Construction	Pass	Pass	23.75	26.25	22	72	19	91
C70 Construction	Pass	Pass	24.25	26.75	20	71	17.25	88.25
BCI Construction	Pass	Pass	23.5	23	23	69.5	18	87.5
Shaw - Lundquist	Pass	Pass	24.25	25.25	19	68.5	0	68.5
Stahl Construction	Pass	Pass	22.75	24	17	63.75	0	63.75
Flannery Construction	Pass	Pass	21	21.5	15	57.5	0	57.5

Average scores of four review team members

City of Brooklyn Park Council Work Session			
Meeting Date:	October 7, 2024	Originating Department:	Recreation & Parks
Agenda Item:	C.4	Prepared By:	Jen Gillard, Recreation Services Manager Brad Tullberg, Recreation & Parks Director
Agenda Section:	Discussion Items/ General Action Items	Presented By:	Jen Gillard, Recreation Services Manager Brad Tullberg, Recreation & Parks Director
Item:	2025 Events Discussion		

Summary:

Over the years the community events offered by the City of Brooklyn Park have changed frequently to meet the changing needs of the community. In 2023, an Events Task Force developed the following parameters they would like to see implemented in events:

- Increase opportunities to gather and create shared sense of community
- Use performances & food to authentically celebrate different cultures of Brooklyn Park at events
- Collaborate with community groups in city-wide events

In 2024, the Recreation and Parks Department added an events specialist to support additional events that celebrate the diversity of Brooklyn Park and allow residents to gather and create a united community using the parameters set forth by the Events Task Force

Staff will present a review of the event offerings from 2024 and seek input from City Council on the possible opportunities to expand those events in 2025 and additional ways to support other community gatherings.

City of Brooklyn Park Recreation and Parks Advisory Commission			
Agenda Item:	8.1	Meeting Date:	October 16, 2024
Agenda Section:	Written Reports	Presented By:	Pam McBride, Youth Services Manager; Jen Gillard, Recreation Manager
Recreation & Parks Director Proposed Action	Program and Events Update		

September 2024

- 5 Brooklyn Park Dance Open House at the CAC
- 7 Pick Up Truck Opera: Faust at North Hennepin Community College
- 13 Happy Hour & Concert at the Farm
- 14 Salsa del Soul at Community Activity Center Lawn
- 16 Brooklyn Park Dance classes begin
- 21 September Soul Arts & Music Festival at Zanewood Recreation Center
- 24 Music Together begins

October 2024

- 3 Oktoberfest Luncheon at Edinburgh USA
- 4 Movie on the Barn at the Historic Eidem Farm
- 5 Fall on the Farm at the Historic Eidem Farm
- 11 Latinofest
- 25 Ghostly Gala (Reach for Resources)
- 26 Spooktacular

November 2024

- 15 Living Well Resource Fair at CAC

Farm Open Gate Hours for Fall Mon –Thurs 9 am – 2 pm | Sat 10 am – 3 pm, ends on October 30
 Weekly drop-in activities for adults 50+ at the CAC Monday-Friday
 Wednesday weekly Tech Support for Seniors at the CAC
 Weekly Fitness classes at the CAC Mon/Tues/Wed/Fri
 Weekly drop-in activities for youth and teens at Zanewood Recreation Center Monday-Friday 2-8pm

Program and Event Updates:

Brooklyn Park Youth Outreach Team and Intervention Services

The Brooklyn Park Youth Outreach Team works M-F from 5:00-9:00 pm 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.

Intervention Team is increasing access of Intervention Services with a form that is accessible through a QR code to providers and people supporting young people. This form is used to connect and provide essential services.



Young Women's group- ages, 14-17 years old, Every Friday 4:00- 6:00pm at Zanewood

Young Men's group- ages 16- 18-year-old, every Monday, 4:30- 6:30pm at Zanewood

Young Adult program group- 18-25, every Tuesday 5:00- 7:00pm at Zanewood

Adult Fitness

Fall sessions of adult fitness classes are off to a great start at the Community Activity Center including regularly scheduled Monday, Tuesday, Wednesday & Friday morning fitness classes, Tuesday evening yoga, and Wednesday evening AfroBeats Dance Workout class. This session we are welcoming a new Hatha Yoga instructor, Adriane to our program.

Adults on the Move

The October - December Adults on the Move Guide is available at www.brooklynpark.org/adults The guide features luncheons, trips, lifelong learning opportunities, community programs, fitness classes, resources, and weekly activities. The guide is available online and mailed to about 785 people.

Day Trips

September 18 a group went on a City History tour in Rochester, participants learned about the Mayo family, the doctors they brought on, and how the City and Mayo system have expanded over the years. On October 15 a full bus will head to Warrens Wisconsin for a Cranberry Country tour.

Outreach

Recreation & Parks, Administrative, and Fire department staff are presenting and engaging with residents at senior living sites in September and October around Falls Prevention Awareness Month, Fire Safety, BP Future Goals, what residents would like to see in a future facility for older adults, and feedback on the quarterly Adults On The Move guide. September 4 was our first meeting with 50 residents at Realife Cooperative. September 26 we talked to 20 residents at Waterford Estates. October 9 staff presented to 30 residents at SummerCrest.

Luncheons

Thursday, October 3 the Cities of Brooklyn Center, Brooklyn Park, Crystal, Golden Valley, New Hope, and Robbinsdale hosted the 5th Annual Oktoberfest luncheon at Edinburgh USA for 140 guests. Entertainment was provided by Wes "Squeezy" Miller and the band Lost in Deutschland. D'Amico provided a delicious Oktoberfest meal. Attendees continue to share with staff that it is one of their favorite events of the year.

Weekly Adult Social Groups

Weekly social activity groups are actively using their 2024 yearly membership. Participants are 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 Jongh, 65 Rummy, 500 Cards, Dominoes, Scrabble, and a Book Club.

Save the Date for the Living Well Resource Fair – Friday, November 15, 10 am – 2 pm at the CAC. The event will feature vendors, resources, speakers, and refreshments for older adults and their care givers.

Speakers include: Medication Safety with the MN Regional Poison Center, 10 Warning Signs with the Alzheimer's Association of MN-ND, Protect Yourself from Fraud and Identity Theft with AARP and the FBI's Citizen's Academy, and The Back-Up Plan for Solo Seniors with Linda Camp.

A Free Shred truck will be available from 9:30 – 11 am in the CAC parking lot.

Events

Brooklyn Park Farmers Market season started on July 10 and runs every Wednesday until October 9 from 1-6pm at North Hennepin Community College parking lot. This year, there are a total of 22 vendors selling a range of produce, baked goods, and other craft items.

In partnership with the Historic Eidem Farm, the events team co-hosted two Movies on the Barn events. The first one was on Friday, August 23, featuring happy hour, music from Jake Stow, followed by a showing of the Wedding Singer. Doors opened at 6:00pm and the movie started at dusk. 75 people stayed for the movie. The second movie was planned for Thursday, August 29 but was rescheduled to October 4 due to weather. Around 65 people attended Babe this past Friday. Weather was beautiful and the movie started at 7 p.m.

The first three Saturdays in September highlighted three events with live performances. Pick Up Truck Opera: Faust at North Hennepin Community College took place on September 7 from 2 p.m. – 3:30 p.m. The event featured Mixed Precipitations annual outdoor opera. There were 106 who attended Faust. Salsa del Soul at Community Activity Center Lawn took place on September 14 from 11 a.m. – 12:30 p.m. This 7-piece band features music from South America and the Caribbean. 50 people attended the concert. Rain lasted all the way up till the start of the performance. Remained cloudy and cool throughout. September Soul Arts & Music Festival at Zanewood Recreation Center took place on September 21 from 4 – 7 p.m. This event featured music and art vendors. 81 people attended this event with about a dozen local artist vendors and two live performances from Kendra Glen Band and Smitty Pitt.

In partnership with Pueblos de Lucha y Esperanza and CAPI, USA, the events team is hosting Latinofest on October 11 at the CAC from 5-7pm. The event features performances, food samples from various Latino-owned restaurants, resources, art activities, and a family photoshoot opportunity.

On October 26 at Zanewood Recreation Center from 2-5pm is Spooktacular. There are currently 28 booths registered including the city's Recreation and Parks Adaptive, Aquatics, Farm, Dance, Summer Camp, Youth Services, and Youth Sports programs. The event also attracted 7 sponsors totaling \$2,000 in donation dollars and \$250 in in-kind gifts. The additional funds allowed for a refresh in decorations, additional kids activities, and 9,000+ treats to pass out to the community.

Aquatics

Fall aquatics began early September with our regular Saturday daytime, and Monday & Tuesday evening program offerings. Fall program offerings include: Infant-Adult swim lessons for all ages & abilities, along with our Monday evening Women & Girls only swim class, and Tuesday evening Adaptive aquatics classes.

Fall session 1 of aquatics programs will run September-October, with Fall session 2 following in November-December.

Adaptive Recreation/ Inclusion Services:

Fall adaptive recreation programs began mid-September and include two Adaptive Aquatics classes, Adaptive Fitness, and Beauty Within: Adaptive Art. Reach for Resources partnership programs continue in Brooklyn Park and include: Fall Fun Day at the Historic Eidem Farm, Snacks & Cinema, and Holiday Jamboree. The biggest Reach for Resources event of the year, the Ghostly Gala, returns to the Brooklyn Park Community Activity on Friday, October 25; this event has been hosted in Brooklyn Park for 15+ years. Inclusion Services continue in many programs this fall including K5 Fusion, Ice Skating, dance, and youth sports.

Youth Sports

Fall Youth Sports started up at Edinbrook Elementary School on September 23. Brooklyn Park is currently offering sessions of soccer and basketball programming for ages 4 – 10 years old this fall. Session 2 will begin the week of October 28.

Lil Tykes and Tiny tots sports started at the Community Activity Center on Saturday, Sept 28. These programs are introductory sports for young children ages 2 – 4. Participants and parents will be able to try out multiple sports and social with others in their class. Session 2 will begin on Saturday, Oct 26.

Tobler Gymnastics have started programming at the Park Center Gymnastics room. Youth ages 3 to 14 have been attending the ongoing classes. Fall session 2 will begin the first week of November.

Adult Sports

Men's Adult Fall softball at Noble Park wrapped up on Thursday, Oct 3 with an end of season tournament. Team Ballz Away are the league champions and also win the Fall Tournament to claim the top prizes.

Our next Adult Sports League will be Basketball. Registration started on October 1 and the season will begin on Wednesday, January 8th 2025.

Historic Eidem Farm

2024 Happy Hours on the Farm wrapped up on September 13, with 367 people in attendance. The event was hosted in partnership with Heavy Rotation Brewery and included a performance by Pirates, Guitars and Beachfront Bars, games, and food from La Cocina Food Truck. The first Happy Hour of the year took place on August 23 in partnership with Heavy Rotation Brewery and included an acoustic performance by Jake Stow, games, food from La Cocina food truck, and a movie on the barn to follow. Over 500 people attended.

Open Gate Hours began on May 20 where the Farm is open for free exploration, Storytime, and drop-in activities. Nearly 5,000 people attended Summer Open Gate Hours.

The Farm continues to be open into the fall with updated hours:

- Monday—Thursday: 9am-2pm
- Saturday: 10am-3pm

The Eidem Farm's annual fall celebration took place on October 5, 12-3 p.m. Fall on the Farm featured cider from the 1900s cider press, hayrides, baking demos, fall crafts and a Fall Scavenger Hunt. Just over 1,700 people were in attendance.

Fall program offerings started on October 7, with a monthly preschool drop-off program. Preschoolers spent the morning meeting the animals, hiking the trails around the prairie, and exploring the barnyard. The Survivalist Series program is set to begin on October 14. This new Homeschool program aims to teach essential outdoor survival skills to families, including fire safety and first aid, fort building, and navigation. A Fall Dance is planned for October 11, in partnership with Reach for Resources.

Brooklyn Park Dance

Dance classes are up and running with 429 registered dancers. Classes run in the evening M-Th at Eidenbrook Elementary.

There is an adult (18+) Argentine Tango Foundation Workshop scheduled for Sunday, November 24th for couples to learn the embrace, the walks, and common movement variations in the social tango dance style as well as a little musicality. Registration is \$30/couple and now open.

Music Together

Music Together has started and has a handful of families with children 8 months – 5 years old meeting at Northwoods Park on Tuesday mornings. The 45 minutes classes are full of singing, laughing and learning for all who attend. Registration is still open.

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.

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 and Fridays from 6-8pm

ZW Open Volleyball: Sundays- 8:30am- noon.

Zanewood Meals program: Free, M-F from 2-5:00pm

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

Chess Club- September 12- December 20 on Mondays and Friday's 4-6:00

Zanewood Music Studio- Tuesdays and Thursdays 4-6:00pm

Young Adult programming

Young Adult Open gym-Wednesday from 8:00- 10:00pm. \$3 BP resident/ \$5 non-resident

Arts, Wellness & Engagement Programming

Sewing 101- Wednesdays: September 4- October 23, 6:00- 8:00pm, Lakeland Park
Sunrise Apple Orchard Field Trip- October 17 11:00- 3:00pm, meet at Zanewood Recreation Center

K- 5 grade programming

Let's Read Together Literacy Program- August 24- December 28, 2 Saturdays per month 11-1:00pm,
Listeners ages 5-9 at Zanewood Recreation Center

Fusion Sites: 4:00- 6:00pm, Monday- Thursday at Zanewood Recreation Center - 7100 Zane Ave North.

➤ Session 3 September 9- December 20

Rec on the Go- September 9- December 20

At Huntington, Autumn Ridge, Park Haven Apartments

Ages: K-5

Rec on the Go is a FREE program that brings recreation opportunities to youth, K–5th grade, all-over Brooklyn Park. Kids must be 5 years old by June 1, 2024 and entering kindergarten to participate.

Activities will include group games, team-building challenges, sports, arts and crafts, and science. Meals and snack will be provided

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 16, 2024
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. 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.

Construction began on April 17, 2023. Construction of the maintenance facility is complete. The work on the Gateway Center is moving along quickly. The building is fully enclosed. Construction is nearly complete on the reservation shelter on the west unit. The curbing for the parking lot and the playground on the west unit are in place. Work on the playground is complete, but the playground will remain closed during construction.

Construction of the underpass on West River Road has begun. The road is closed to through traffic until mid- November.

2. EAB UPDATE

Funding Source(s): Heritage Fund

Project Update: Work will continue in 2024. The city received the 2023-2024 Healthy Tree Canopy Grant from Hennepin County for \$50,000. This Grant will continue to assist in the removal and re-planting of trees. The city also received a \$498,840 Bonding Grant from the DNR. This grant will focus on removal and replacement of boulevard trees. The city recently received the 2024-2025 Healthy Tree Canopy Grant from Hennepin County for \$50,000. These funds will be for updated work on the tree inventory and to purchase additional replacement trees.

3. 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. Work will continue in 2024 in key park areas.

4. **COMMUNITY ACTIVITY CENTER IMPROVEMENTS** (2025 planning, 2025-2026 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.

Staff worked with the JLG/292 Design Group to evaluate the possibility of converting one ice arena into three basketball courts. A final concept design was provided to staff in January and refined in February. JLG/292 Design Group provided cost estimates in the range of \$12 - \$15 million for the improvements to the CAC including improved entrances, informal gathering space, relocated office space, improved parking and possible Arena conversion to gym space. The City of Brooklyn Park was awarded \$5 million in state bonding funds during the 2023 Legislative Session to support the improvements to the Community Activity Center. This language was amended in the 2024 legislative session to remove language about the conversion of rink one.

Project Update: Staff worked with Ballard-King to develop a needs assessment survey to gauge the current and future facility needs for ice and court users in Brooklyn Park. Staff presented the Needs Assessment at the September 9th City Council meeting. Staff will be working to form a task force to inform the design and increase the community engagement of the CAC Improvements project.

- **SENIOR CENTER (2025 planning, 2026 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. The Senior Center is being considered with the CAC improvements and Fire Station projects. A new Central Fire station is planned to be constructed on the site of the former Hennepin County Library. The plan is to then remodel the current Central Fire Station into a new space dedicated to fitness and social activities for older adults.

Project Update: No New Update

5. **TEEN CENTER (2023 planning, 2024-25 construction)**

Project Overview: The Zanewood Recreation Center has been a popular hub for youth services and recreation activities. The programming happening in the space has outgrown the facility and additional program space is needed. Staff will work with the design consultant (Design by Melo) to develop plans to renovate the existing space for K-5 programming and create new space in the form of an addition for teen and young adult programming.

Project Update:

Teen Center project has officially awarded the bid to Donlar Construction and was granted approval from city council to move forward with value engineering exercises to get the overall project within budget. The construction timeline states that it will take roughly ten months to complete construction and with a tentative start date of this fall, or early spring for breaking ground. City leadership and staff will continue to look for additional funding through grants and sponsorships to help keep the project from being pushed too far into 2025.

6. TRAILS, WAYFINDING AND LIGHTING

Funding Source(s): Park Bond Reinvestment Projects

Project Update: Staff in Recreation & Parks have partnered with Community Development staff to implement the first phase of the Trails Wayfinding Plan developed by AVIA Design. The Wayfinding Project will provide signage and direction and key intersections and points of interest along the trails in Brooklyn Park. The project was awarded to SignArt and installation is taking place into the early Fall.

7. PLAYGROUND REPLACEMENT

Funding Source(s): Heritage Fund

Project Update: On August 28, 2023 City Council approved the City Park playground replacement project. Installation was completed at the end of June. Pinebrook Park recently had a new 2-5 playground structure installed by city staff. The old playground was removed in 2022 due to safety concerns.

8. TRAIL REHABILITATION

Funding Source(s): Heritage Fund

Project Update: As part of the trail rehabilitation project the trail on the west side of Jefferson Highway is getting rehabilitated. The section from 109th to 101st Avenue was completed in mid-November. In July of 2024 a mill and overlay of the trail south from 101st Avenue to 93rd Avenue along Jefferson Highway was completed. The trails in Tessman Acres Park were also recently rehabilitated.

9. HISTORIC EIDEM FARM VISITOR CENTER (TDB planning, TBD construction)

Funding Source(s): Park Bond Reinvestment Projects

Project Update: Staff are preparing for a grant application to help construct a picnic shelter with restrooms and indoor program space. The application is due near the end of 2024.

10. PARKING LOT REHABILITATION

Funding Source(s): Heritage Fund

Project Update: As part of the 2024 Street Rehabilitation project the parking lots at Central Park and the Brookdale dog park area were rehabilitated. This work was completed in July.

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 16, 2024
Agenda Section:	Written Reports	Presented By:	Brad Tullberg, Director of Recreation and Parks
Recreation & Parks Director Proposed Action	Directors Report		

Overview:

1. Teen Center Bidding

The Teen Center project was advertised for proposals on July 26th. Proposals were due on Tuesday August 20th. Staff received eight bids, but one was immediately withdrawn due to an error in calculations. The project was initially about 7% over budget. On September 23rd, City Council authorized the City Manager to enter into an agreement with Donlar Construction not to exceed \$9.8M. Staff are working with Donlar to identify value engineering options to bring the project within budget before finalizing the contract.

2. Edinburgh RFP

The Restaurant Management Services RFP was released for advertisement on June 27. A total of five proposals were received by the August 7th deadline. A committee reviewed the proposals and has interviewed three potential teams to provide Restaurant, Beverage Cart and Alcohol Catering Services at Edinburgh Clubhouse and is working toward a contract with Green Haven Tavern LLC. Staff expect to bring the terms of a contract to the October 21st Economic Development Authority meeting for approval.

3. City Council Approves 2025 Maximum Levy

Each year, the City Council must set the maximum property tax levy for the upcoming budget year. Once that number is established, the City of Brooklyn Park cannot exceed that amount in finalizing its property tax levy. The Brooklyn Park City Council set the maximum levy for 2025 at 11%. The budget process will dictate the final amount.

4. City Council Approves Compensation Plan

The City of Brooklyn Park last completed a compensation study in 2014. In the years since the study the employment market has changed significantly, and the city's compensation fell behind comparable cities and other employers. In May 2023, we selected David Drone and Associates to conduct a comprehensive compensation study. The study reviewed market competitiveness and resulted in salary structures that are externally competitive, internally equitable and legally defensible. The consultant also recommended a compensation strategy and implementation options that was approved at the September 23rd City Council meeting.

5. Central Fire and CAC traffic planning

The Central Fire station took another step forward when City Council approved a Construction Manager at the September 23rd meeting. A traffic study of Zane Avenue, 85th Avenue and Edinbrook Terrace traffic will determine the safest access for emergency vehicles to enter traffic. This study will look at scenarios for the CAC improvements and best ways to manage traffic in and out of the facility. Staff are currently working with the Fire Station design team to minimize parking impacts for CAC events.

Attachments: