

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 February 19, 2025 AGENDA

Request to move agenda item 6.1 before 5.1

4. APPROVAL OF MINUTES FROM January 15, 2025

5. ACTION ITEMS

5.1 WORK PLAN CALENDAR

6. GENERAL INFORMATION - PRESENTATIONS

6.1 EDINBURGH CLUBHOUSE OPERATIONS

7. OLD BUSINESS

7.1 4.6 APPROVE EDINBURGH EQUIPMENT PURCHASE – CC 1/27/25

7.2 4.8 HENNEPIN YOUTH ACTIVITIES GRANT ACCEPTANCE – CC 1/27/25

7.3 4.9 THIELEN FOUNDATION DONATION ACCEPTANCE – CC 1/27/25

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 Page

10.2 CITY HALL ENHANCEMENT TASK FORCE – Commissioners Erickson and Matthews

10.3 KEY TOPICS FOR DISCUSSION AT THE NEXT RPAC MEETING

- MARCH 19

- APRIL 16

10.4 KEY DATES FOR FUTURE MEETINGS/EVENTS

- MARCH 10 – CHAIRPERSON PRESENTATION TO CITY COUNCIL

- APRIL 2 – COMMISSIONERS ORIENTATION

11. ADJOURNMENT

**Wednesday, January 15, 2025
Recreation & Parks Advisory Commission
Minutes**

Director Tullberg introduced our two new Commissioners and our new Councilmember liaison:

Emily Arias, Commissioner At-large
Jenkins Vangehn, Commissioner Central
Shelle Page, Councilmember Liaison

- 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 6:05 PM**

Commission Members present:

Dwain Erickson, Chairperson
Vice-chair Judy Purcell
Emily Arias, At-large
Latrina Caldwell, At-large
Doug Crandall, At-large
Taylor Murray, East
Miriam Osammor, East
Terry Parks, At-large
Kellina Quigley, At-large
Joshua Uloth, West
Jenkins Vangehn, Central

Aria Reickard, Youth Liaison

Councilmember Page

Absent:

Mercy Matthews, West
Klarissa Yu, Youth Liaison

Brooklyn Park Staff present:

Brad Tullberg, Director of Recreation and Parks
Greg Hoag, Parks and Buildings Maintenance Manager
Jeanine Machan, Administrative Assistant

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

N/A

- 3. APPROVAL OF AGENDA**

A Motion was made to Approve the January 15, 2025 agenda by Commissioner Uloth and second by Commissioner Caldwell.

Motion unanimously approved.

- 4. APPROVAL OF MINUTES**

A Motion was made to Approve the September 18, 2024 minutes by Commissioner Park and second by Commissioner Caldwell.

Motion unanimously approved.

A Motion was made to Approve the October 16, 2024 minutes by Commissioner Crandall and second by Commissioner Uloth.

Motion unanimously approved.

A Motion was made to Approve the November 20, 2024 minutes by Vice-chair Purcell and second by Commissioner Caldwell.

Motion unanimously approved.

5. ACTION ITEMS

5.1 ELECTION OF OFFICERS

Director Tullberg called for elections of Chairperson and Vice Chair.

Chairperson:

Commissioner Uloth nominated Commissioner Purcell

A vote was taken with 11 votes for Purcell.

Commissioner Judy Purcell will be the Chairperson for RPAC in 2025.

Vice-Chair

Commissioner Parks nominated Commissioner Uloth

A vote was taken 11 votes for Uloth

Commissioner Joshua Uloth will be the Vice-Chair for RPAC in 2025.

5.2 WORK PLAN

Director Tullberg provided instructions to the Commission on what a “work plan” for RPAC is.

Commissioners provided ideas for what they want on the 2025 work plan. The list is as follows:

Top 4 -5

Programming for BIPOC

Community Health Resources

Signature Park

Revitalize South of 610 – Destination City of Brooklyn Park

Memorial To Syoka Siko @ Zanewood

Others

Outside Futsal

More Information on scholarships and expansion of scholarships

Additional Art/Beautification efforts

Concessions at Dome for youth to make money

Dog Park – North entrance needs to be re-engineered and path leading to east entrance

Water park

A motion was made by Commissioner Parks to approve the top items, seconded by Vice-Chair Uloth.

Motion unanimously approved.

6. GENERAL INFORMATION - PRESENTATIONS

NA

7. OLD BUSINESS

7.1 4.9 Accept Property Donation of Evergreen Trail from Nancy H. Schoenwetter – CC 12/9/24

7.2 3B.2 Thielen Foundation Donation for Zanewood - CC 1/6/25

7.3 4.8 CAC Improvements Task Force - CC 1/6/25

Director Tullberg provided a short verbal review of each.

A motion was made by Commissioner Erickson and second by Vice-Chair Uloth to nominate Commissioner Parks to the CAC Task Force.

Motion unanimously approved.

8. WRITTEN REPORTS

8.1 PROGRAM AND EVENTS UPDATE

8.2 PARK PROJECTS UPDATE

8.3 DIRECTORS REPORT

Director Tullberg reported that a Youth Activities Grant was awarded by the Hennepin County in the amount of \$300,000 that will go towards the new Zanewood Teen Center.

9. DISCUSSION ITEMS

Councilmember Page asked for a timeline of all projects that are either in the works or are to come. Commissioner Parks stated that the Rotary would like to return to the Edinburgh Clubhouse if the new management would be willing to provide a reasonable fee.

Vice-chair Uloth asked if RPAC would be given advanced notice of the Zanewood Teen Center groundbreaking ceremony.

10. VERBAL REPORTS AND ANNOUNCEMENTS

10.1 CITY COUNCIL UPDATE – Councilmember Page

Councilmember Page announced the grand opening of Lucky Shots pickleball courts, January 18 from 10 – 2 pm.

10.2 CITY HALL ENHANCEMENT TASK FORCE Commissioners Erickson and Matthews

Commissioner Erickson stated that no work has begun.

10.3 COMMUNITY GOALS STEERING COMMITTEE UPDATE Commissioner Parks

Commissioner Parks stated the final meeting was held in December. The goals are posted on-line for residents to provide feedback.

10.4 KEY TOPICS FOR DISCUSSION AT THE NEXT RPAC MEETING

- February – possibly Jason Tollette Manager of The Tavern at Edinburgh
- March

10.5 KEY DATES FOR FUTURE MEETINGS/EVENTS

April 2, 2025 City led Commissioners Orientation

11. ADJOURNMENT

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

Motion unanimously approved.

Adjourned by Chairperson Purcell at 7:29 PM

Submitted respectfully,
Jeanine Machan
Secretary

Attachments:

City of Brooklyn Park RECREATION AND PARKS ADVISORY COMMISSION			
Agenda Item	5.1	Meeting Date:	February 19, 2025
Agenda Section:	Action Items	Presented By:	Brad Tullberg, Director of Recreation and Parks
Recreation & Parks Director Proposed Action	DEVELOP RPAC WORK PLAN CALENDAR		

Overview:

At the January meeting, the Recreation and Parks Advisory Commission established the following priorities for 2025:

- Zanewood Recreation Center Construction
- Community Activity Center Improvements
- Programming for BIPOC
- Signature Park Discussion
- Community Health Resources
- Revitalize South of 610 – City of Brooklyn Park as Destination Sports City
- Memorial To Syoka Siko at Zanewood

Other items that were offered for consideration were:

- Outside Futsal
- More Information on scholarships and expansion of scholarships
- Additional Art/Beautification efforts
- Concessions at Dome for youth to make money
- Dog Park – North entrance needs to be re-engineered and path leading to east entrance
- Water park

As we move into 2025, the Recreation and Parks Advisory Commission, in collaboration with staff, will identify a work plan calendar for discussion of the priority of topics.

Primary Issues/Alternatives to Consider:

N/A

Budgetary/Fiscal Issues:

N/A

Attachments:

N/A

City of Brooklyn Park RECREATION AND PARKS ADVISORY COMMISSION			
Agenda Item	6.1	Meeting Date:	February 19, 2025
Agenda Section:	Presentations	Presented By:	Brad Tullberg, Director of Recreation and Parks
Recreation & Parks Director Proposed Action	EDINBURGH CLUBHOUSE OPERATIONS OVERVIEW		

Overview:

Effective January 1, 2025 the Edinburgh Clubhouse operation began the transition to a new restaurant management services provider and hired a clubhouse supervisor to manage the room rentals and events. The change in operation will also allow any licensed caterer to provide food for events at Edinburgh.

Jason Tollette is the owner and operator of the Tavern at Edinburgh, the new restaurant at Edinburgh USA. Mr. Tollette currently operates the food and beverage operation at Greenhaven Golf Course in Anoka for the City of Anoka. He has also been involved in food and beverage operations previously at Izatty's Resort and at the Tavern at Wild Marsh in Buffalo, MN. The restaurant is expected to open around March 1st. Mr. Tollette will be at the February meeting to talk about his vision for the restaurant operation.

Roxann Maxey is the new Clubhouse Supervisor at Edinburgh USA. Roxann joined the Brooklyn Park team after several years managing the operation of Theodore Wirth Golf Course for the Minneapolis Parks and Recreation Board. Roxann will manage the room rentals and events that take place at Edinburgh USA.

Primary Issues/Alternatives to Consider:

N/A

Budgetary/Fiscal Issues:

N/A

Attachments:

N/A

City of Brooklyn Park RECREATION AND PARKS ADVISORY COMMISSION			
Agenda Item	7.0	Meeting Date:	February 19, 2025
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 4.6 Approve Edinburgh Equipment Purchase – CC 1/27/25
- 7.2 4.8 Hennepin Youth Activities Grant Acceptance – CC 1/27/25
- 7.3 4.9 Thielen Foundation Donation Acceptance – CC 1/27/25

Primary Issues/Alternatives to Consider:

NA

Budgetary/Fiscal Issues:

NA

Attachments:

- 7.1 4.6 APPROVE EDINBURGH EQUIPMENT PURCHASE RFCA
- 7.1A 4.6A APPROVE EDINBURGH EQUIPMENT PURCHASE RESOLUTION
- 7.1B 4.6B EDINBURGH EQUIPMENT LIST
- 7.2 4.8 HENNEPIN YOUTH ACTIVITIES GRANT ACCEPTANCE RFCA
- 7.2A 4.8A HENNEPIN YOUTH ACTIVITIES GRANT ACCEPTANCE RESOLUTION
- 7.2B 4.8B HENNEPIN YOUTH ACTIVITIES GRANT ANALYSIS
- 7.3 4.9 THIELEN FOUNDATION DONATION ACCEPTANCE RFCA
- 7.3A 4.9A THIELEN FOUNDATION DONATION ACCEPTANCE RESOLUTION

City of Brooklyn Park Request for Council Action			
Agenda Item:	4.6	Meeting Date:	January 27, 2025
Agenda Section:	Consent	Originating Department:	Recreation & Parks
Resolution:	X	Prepared By:	Brad Tullberg, Recreation & Parks Director
Ordinance:	N/A		
Attachments:	2	Presented By:	Brad Tullberg, Recreation & Parks Director
Item:	Approve the Purchase of Edinburgh USA Equipment from D'Amico Catering		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2025-____ TO APPROVE THE PURCHASE OF EDINBURGH USA EQUIPMENT FROM D'AMICO CATERING IN THE AMOUNT OF \$75,000.

Overview:

The Clubhouse at Edinburgh USA is both a community public recreation facility and an economic development strategy designed to meet the leisure time needs of our golf course patrons, individual residents, community groups, organizations and the public to enhance the quality of life in Brooklyn Park. While the EDA owns the clubhouse, Recreation and Parks manages clubhouse operations along with golf course operations.

The Brooklyn Park Economic Development Authority (EDA) entered into a Clubhouse Management Services Agreement with D'Amico Catering beginning January 1, 2019 to operate all food and beverage services at the Edinburgh Clubhouse. The EDA and D'Amico Catering mutually agreed to terminate the agreement on December 31, 2024 due to poor financial performance.

Through a Request for Proposal process the EDA selected the Tavern at Edinburgh to enter into an agreement for restaurant management and alcohol catering services at Edinburgh USA effective January 1, 2025. In addition, the EDA approved the change in banquet and event operations to allow for an open catering policy in the clubhouse. Open catering allows customers to utilize any licensed caterer to provide food for their banquets or events.

In order to provide the appropriate amenities to allow open catering, it is necessary for the clubhouse to purchase equipment that is currently used to service banquets and events that was purchased by D'Amico Catering in 2019 from former operator Lancer Catering. The items being purchased are needed to execute events include; AV equipment, tables, kitchen equipment to plate and serve food, and other miscellaneous items. The equipment identified on the list was purchased by D'Amico Catering through a loan from the EDA. The loan will be paid off prior to the purchase of the equipment as listed.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues:

The equipment will be purchased through the Recreation Enterprise Fund for the Clubhouse. The final value of the equipment was established through a third-party equipment vendor.

Attachments:

- 4.6A RESOLUTION
- 4.6B EQUIPMENT LIST

RESOLUTION #2025-

TO APPROVE THE PURCHASE OF EDINBURGH USA EQUIPMENT FROM D'AMICO CATERING IN THE AMOUNT OF \$75,000

WHEREAS, the Clubhouse at Edinburgh USA is both a community public recreation facility and an economic development strategy owned by the Brooklyn Park Economic Development Authority (EDA) and operated by the Recreation and Parks department; and

WHEREAS, the EDA entered into a Clubhouse Management Services Agreement with D'Amico Catering beginning January 1, 2019 to operate all food and beverage services at the Edinburgh Clubhouse and both parties agreed to terminate the agreement on December 31, 2024; and

WHEREAS, the EDA selected the Tavern at Edinburgh to enter into an agreement for restaurant management and alcohol catering services at Edinburgh USA effective January 1, 2025; and

WHEREAS, the EDA also approved the change in banquet and event operations to allow for an open catering policy in the clubhouse which allows customers to utilize any licensed caterer to provide food for their banquets or events; and

WHEREAS, to support open catering it is necessary for the clubhouse to purchase equipment that is currently used to service banquets and events that was purchased by D'Amico Catering in 2019 from former operator Lancer Catering; and

WHEREAS, the equipment will be purchased through the Recreation Enterprise Fund for the Clubhouse at an amount established by a third party equipment vendor; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park to Approve the Purchase of Edinburgh USA Equipment from D'Amico Catering in the Amount of \$75,000.

Edinburgh Equipment

1/1/2025

ITEM NAME	2025 Quantity
Cater Hoffman banquet cart w/wheels - 64 in	1
Oval tables	54
Single Door Carter Hoffman	1
Double stack Accu-temp steamer w/ rack	1
Dance Floor (21 X 21) & (19 X 19)	2
Vulcan two door oven on wheels	1
Blodgett two door oven on wheels	1
Cookshack electric smoker - 26 in	1
Classroom tables	31
Stainless steel portable bar units on wheels - 66"	3
Tables - 8 ft	30
Carter Hoffman heated banquet cart - single door	1
Hobart floor mixer w/bowl	1
Broiler - 47"	1
Two door beer meister on wheels - 69"	2
Stainless steel tables w/1 shelf on wheels - 6'x 42'	3
Metro shelves w/wheels - 5' x 2'	6
True refrigerator double door below w/sandwich table - 5'	1
Superior chef base refrigerator for broiler - 53"	1
Hoshizaki Tabletop worktop refrigerator w/bottom 2 doors - 5 ft	1
Tables - 4 ft	13
Portable bars	2
Custom 9 ft table w/ multi-level shelves - Middle island	1
Metro racks - 5 ft x 80 in	3
Pitco double fryers 65 lb 140,000 BTU	2
Gas salamander - 34"	1
Flat top grill w/oven - 36"	1

Edinburgh Equipment

1/1/2025

Superior 6 burner oven w/single oven door	1
Cocktail tables	10
Grade A security safe	1
Built-in Catering prep table w/backsplash & single drawer (10')	1
Pitco single fryer 40-50lb	1
Built-in water station sink - 66' x 32"	1
Double door beer bottle refrigerator unit - 6 ft	1
Single door mega top w/single door refrigerator below - 28"	1
Coat racks - 76"	2
Dance Floor Carts	4
Hobart slicer	1
Therma-tek char grill - 3 ft	1
Built-in Catering prep table w/produce wash sink/single drawer (12')	1
Double door beer bottle refrig unit - 4 ft	2
Bolted propane rack	1
Green metro w/wheels - 5'	1
Green metro rack - 5' x 2'	1
Stainless steel square table w/lower shelf - 8' x 30"	1
Rolling metro racks - 5' x 2'	1
Built in pass through - 2 ft x 150"	1
Built in pass through - 2 ft x 80"	1
Metro rack - 2 ft x 36 in	1
Rolling metro rack - 4' x 2'	1
Rolling metro rack - 3' x 2'	1
Rolling metro rack - 4' x 2'	1
Stainless steel table - 48'	1
Stainless steel square table - 8' x 2'	1
Stainless steel coffee table - 4' x 30"	1

Edinburgh Equipment

1/1/2025

Rolling metro rack - 3 ft x 2 ft	1
Hayman deposit safe w/keypad	1
Mixer stand	1
Stand for grill w/wheels - 3 ft	1
Office chairs	3
2-drawer file cabinet	1
Outdoor Chairs	30
Round patio tables	8
Tile faced firepit table w/4 chairs	1
Tents	4
Christmas Tree	1
Yamaha Speakers	2
Soundcraft Audio mixers	2
LTI Blox interface	1
Panasonic projector	1
Outdoor Grill	1
Combi Oven	1

City of Brooklyn Park Request for Council Action

Agenda Item:	4.8	Meeting Date:	January 27, 2025
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 Brad Tullberg, Recreation and Parks Director
Item:	Accept Hennepin Youth Activities Grant for The Zanewood Recreation Center Project		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2025-____ TO ACCEPT HENNEPIN YOUTH ACTIVITIES GRANT FOR THE ZANEWOOD RECREATION CENTER PROJECT IN THE AMOUNT OF \$300,000.

Overview:

The Minnesota 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.

In October 2024, Recreation & Parks staff applied for a Hennepin Youth Activities Grant for the Zanewood Recreation Center project in the amount of \$300,000. The purpose of the 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.

Staff were notified on December 12, 2024, that the Zanewood Recreation Center renovation and expansion project had been awarded a grant in the amount of \$300,000.

Staff have reviewed grant requirements and agree to be bound by the 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 acceptance of the Hennepin Youth Activities Grant in the amount of \$300,000 to support the renovation and expansion of the Zanewood Recreation Center.

Budgetary/Fiscal Issues:

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.

Attachments:

- 4.8A RESOLUTION
- 4.8B FINANCIAL ANALYSIS/BUDGET AMENDMENT

RESOLUTION #2025-

TO ACCEPT A HENNEPIN YOUTH ACTIVITIES GRANT FOR THE ZANEWOOD RECREATION CENTER
PROJECT IN THE AMOUNT OF \$300,000

WHEREAS, 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; and

WHEREAS, in October 2024, Recreation & Parks staff applied for a Hennepin Youth Activities Grant for the Zanewood Recreation Center project in the amount of \$300,000; and

WHEREAS, staff were notified on December 12, 2024, that the Zanewood Recreation Center renovation and expansion project had been awarded a grant in the amount of \$300,000; and

WHEREAS, staff have reviewed grant requirements and agree to be bound by the 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; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park to Accept a Hennepin Youth Activities Grant for the Zanewood Recreation Center Project in the Amount of \$300,000.

City of Brooklyn Park Financial Analysis



City Council Meeting Date: 1/27/2025

RFCA Title: Youth Activities Grant Acceptance

Agenda Section/Number: 4.8

Fiscal Analysis/Explanation for Budget Amendment:

Rec and Park applied for and received the Hennepin County Youth Activities Grant, which provides \$300,000 towards the construction of the new gymnasium at Zanewood Recreation Center.

Changes to the GENERAL LEDGER Budget

Financing Changes					
<u>Fund</u>	<u>Revenue Classification</u>	<u>Description</u>	<u>Current Budget</u>	<u>Changes</u>	<u>Amended Budget</u>
203	Other Grants	HC Youth Activities Grant	\$ -	\$300,000.00	\$ 300,000.00
			\$ -	\$ -	\$ -
					\$ -
					\$ -
					\$ -
Total			\$ -	\$300,000.00	\$ 300,000.00

Spending Changes					
<u>Fund</u>	<u>Expense Classification</u>	<u>Description</u>	<u>Current Budget</u>	<u>Changes</u>	<u>Amended Budget</u>
203	Capital Outlay	Teen Center Construction	\$ -	\$300,000.00	\$ 300,000.00
			\$ -	\$ -	\$ -
					\$ -
					\$ -
					\$ -
Total			\$ -	\$300,000.00	\$ 300,000.00

Changes to the PROJECT Budget *(Only complete this section if this is a CIP/CEP/Grant)*

Financing Changes					
<u>Project Number</u>	<u>Funding Source</u>	<u>Description</u>	<u>Current Budget</u>	<u>Changes</u>	<u>Amended Budget</u>
GROHC-YAG	G.R. - Grants	HC Youth Activities Grant	\$ -	\$300,000.00	\$ 300,000.00
					\$ -
					\$ -
					\$ -
Total			\$ -	\$300,000.00	\$ 300,000.00

Spending Changes					
<u>Project Number</u>	<u>Expense Category</u>	<u>Description</u>	<u>Current Budget</u>	<u>Changes</u>	<u>Amended Budget</u>
GROHC-YAG	Construction/Maintenance	Teen Center Construction	\$ -	\$300,000.00	\$ 300,000.00
					\$ -
					\$ -
					\$ -
Total			\$ -	\$300,000.00	\$ 300,000.00

City of Brooklyn Park Request for Council Action			
Agenda Item:	4.9	Meeting Date:	January 27, 2025
Agenda Section:	Consent	Originating Department:	Recreation & Parks
Resolution:	X	Prepared By:	Brad Tullberg, Recreation & Parks Director
Ordinance:	N/A		
Attachments:	2	Presented By:	Brad Tullberg, Recreation & Parks Director
Item:	Accept \$100,000 Donation from the Thielen Foundation for the Zanewood Recreation Center Project		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2025-____ TO ACCEPT A \$100,000 DONATION FROM THE THIELEN FOUNDATION FOR THE ZANEWOOD RECREATION CENTE PROJECT.

Overview:

Adam Thielen is a National Football League wide receiver who played for the Minnesota Vikings and currently plays for the Carolina Panthers. Adam and his wife, Caitlin Thielen, founded the Thielen Foundation in the fall of 2018 to help serve, educate and inspire those in need.

With an overarching theme on youth development, the Thielen Foundation aims to create programs that will equip and empower kids to reach their full potential in life. The motto, "achieve your full potential", is a guiding principle lived out by Adam every day and is meant to inspire and motivate individuals to overcome challenges and adversity, so they can tackle some of life's biggest goals.

Brooklyn Park staff and representatives from the MN Chill Foundation worked with the Thielen Foundation to request and receive a \$100,000 donation to support the construction and furnishing of the gym during the Zanewood Recreation Center expansion and renovation. Amy Sinclair, Executive Director of the Thielen Foundation, announced the award of the \$100,000 donation during a presentation at the January 6, 2025 City Council meeting.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

4.9A RESOLUTION

RESOLUTION #2025-

TO ACCEPT A \$100,000 DONATION FROM THE THIELEN FOUNDATION FOR THE ZANEWOOD RECREATION CENTER PROJECT

WHEREAS, Adam Thielen is a National Football League wide receiver who played for the Minnesota Vikings and currently plays for the Carolina Panthers and along with his wife, Caitlin Thielen, founded the Thielen Foundation in the fall of 2018 to help serve, educate and inspire those in need; and

WHEREAS, the Thielen Foundation aims to create programs that will equip and empower kids to reach their full potential in life; and

WHEREAS, on January 6, 2025, the Thielen Foundation presented a donation of \$100,000 to the City of Brooklyn Park for the Zanewood Recreation Center gymnasium construction and equipment; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park to Accept a \$100,000 Donation from the Thielen Foundation for the Zanewood Recreation Center Project.

City of Brooklyn Park Recreation and Parks Advisory Commission			
Agenda Item:	8.1	Meeting Date:	February 19, 2025
Agenda Section:	Written Reports	Presented By:	Pam McBride, Youth Services Manager; Jen Gillard, Recreation Manager
Recreation & Parks Director Proposed Action	Program and Events Update		

February 2025

- 1 Winterfest (Canceled)
- 3 Little Farmers Nature Preschool Drop-off
- 8 Snow Day at the Farm
- 14 Valentine's Day Luncheon
- 15 Skate Through the Decades
- 19 Sunset Snowshoe at the Farm
- 20 All Abilities Resource Fair
- 20 Summer Camp Registration
- 21 Black History Month Showcase

March 2025

- 1 Brooklyn Park Game Night and Puzzle Competition
- 3 Little Farmers Nature Preschool Drop-off
- 6 International Women's Day Event
- 13 Luck 'O the Irish Luncheon
- 14 Luminary Snowshoe
- 17 Preschool and Parent Adventures on the Farm
- 17 Maple Syruping for Homeschool Families
- 21 Anti- Violence Game Night At Zanewood Rec Center
- 22 Maple Syruping at the Farm

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

Adult Fitness

2025 Adult Fitness classes are underway at the Community Activity Center. Scheduled classes included Monday-Friday offerings. Staff have designed and implemented an updated check-in processing system which will allow for more accurate tracking and reporting of fitness (and pickleball) participation within Brooklyn Park. The first month reporting tracking showed significantly higher attendance numbers, signaling that this new check-in process is working as desired.

Adults on the Move

The January - March 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 800 people.

Outreach

Staff have been talking with Brooklyn Park senior living communities to do more outreach at their locations, bring opportunities to residents, and bring residents to the CAC for programs and luncheons.

Luncheons

The Valentine's Day Luncheon was Friday, February 14, 11:30 am – 1:30 pm at the CAC and had 101 attendees. The next luncheon is Thursday, March 13 with a Luck 'O the Irish theme.

Trips

February 5 was a fun-filled afternoon with lunch at the River Inn in Hanover and a Dueling Piano show at the La Musique room in St Micheal. Upcoming trips are March 6 to see Grease at the Chanhassen Dinner Theater, April 10 to SkyRock Farms in Medina, May 14 a day in Historic Northfield.

Weekly Adult Social Groups

Weekly social activity group members are renewing their 2025 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. The yearly fee is an affordable \$16/residents and \$22/non-residents for all programs throughout the year.

Events

Due to no snow, Winterfest on February 1 was canceled. Hot chocolate, sponsored by Fire Foundation, will be moved to the Skate Through the Decades event on Feb 15. This new event features a progressive playlist of music spanning from the 1960s – today as well as games and a costume contest.

Black History Month Showcase is on February 21 at the Community Activity Center from 5-8pm. Performance lineup includes: Lions Drum and Dance, Juice Lord – Hip Hop, and Kimberly Brown – Gospel. In addition to food and performances, a resource fair and art activities will be available for attendees to enjoy.

New this year – on March 1 Brooklyn Park Game Night and Puzzle Competition gives attendees a chance to try out board/card games and participate in competitive or a family friendly puzzle competition. There is also live

music featuring Sesay and the Living Trio. The Lions Club is collaborating with the City to provide food for purchase at this event.

On March 6, to celebrate International Women's Day. The City of Brooklyn Park is partnering with NHCC to host an event. The event features guest speaker Cinthia Rodriguez, Women's Expo, and a panel discussion.

Aquatics

Winter aquatics classes started the week of January 25 with classes running Saturday daytimes, and Monday & Tuesday evenings. The theme of 2025 for Aquatics is growth. To combat large waitlists for swimming programs & classes, staff seek to expand the program. Winter 2025 swim offerings are now serving 33 additional families and providing 10 additional classes than what was offered Winter 2024.

Adaptive Recreation/ Inclusion Services:

Winter Adaptive Recreation programs began the week of January 21. Reach for Resources partnership programs continue in Brooklyn Park and include a variety of offerings at the CAC and Historic Eidem Farm. Inclusion Services have continued in many programs this winter including K5 Fusion, Ice Skating, dance, youth sports, and more.

Adaptive Recreation is looking forward to hosting the third annual All Abilities Resource Fair in partnership with District 279 Osseo Area Schools on Thursday, February 20 from 5:30 – 7:30 pm at the Community Activity Center.

Registration for a new partnership program, Camp FUNdamentals, opens on Monday, February 24. Camp FUNdamentals will take place in the mornings at Norwood Park and is a therapeutic day camp program supported by a Pediatric Occupational Therapist through FUNdamentals in Nature. This camp will offer two separate sessions for ages 4 – 7 and ages 18 – 22 this summer.

Youth Sports

Youth Sports Sampler Winter 2 will begin on February 24. Youth Soccer Winter 2 will begin on February 25.

Lil Tykes and Tiny tots Winter 2 will begin on Feb 15.

Tobler Gymnastics Winter 1 programming is now in session at the Park Center Gymnastics room. Youth ages 3 to 14 have started at Park Center High School as of January 6, 2025

Adult Sports

Adult League Basketball was cancelled last month due to low team registration with a few teams mentioning that moving games from Thursday to Wednesday was a challenge for them. We will most likely move back to Thursdays in 2026 in hopes of revitalizing our Adult basketball league.

Adult Softball registration has begun for summer of 2025. Last year we had 15 Bronze league teams and anticipate similar numbers this year.

Historic Eidem Farm

The 2024 farm attendance wrapped up at an estimated 10,262 visitors. 5,743 people attended Open Gate between the months of May and October. 4,079 people attended events, and 440 people participated in the farm's program offerings.

A Snow Fun Day took place on Saturday, January 18, from 12-3 pm, allowing visitors to enjoy winter activities such as snow art, sitting by the bonfire, and playing with winter toys. A total of 46 people attended. The second Snow Day of the year took place on Saturday, February 8, from 12-3pm. A total of 30 people attended.

The monthly Nature Preschool Drop-off program continues to be on the first Monday of each month, with 10 participants in both January and February. Activities have included a song circle, fort building, playing in the snow, and nature hikes. Registration for Farm Summer Camps opened on January 20 and are filling up fast.

Looking ahead to March, Maple Syruping on the Farm is planned for March 17 and 22, with 48 people currently registered. This program will allow participants to experience the process of collecting sap from maple trees and turning it into syrup. A Luminary Snowshoe is planned for Friday, March 14, from 7:30-9pm with a total of 7 registered so far.

Community Gardens

Applications open for 2025 community garden plots on February 11 at 10:30 am, Brooklyn Park residents can apply for available plots. Non-residents will have the opportunity to apply beginning February 18 at 10:30 am. The community gardens are located at Historic Eidem Farm, Southbrook Park, and Lakeland Park. Each plot measures 20 by 20 feet, with a seasonal rental fee of \$55. Applications are prioritized as follows: returning gardeners, Brooklyn Park residents, and then non-residents.

Brooklyn Park Dance

Dance officially has 487 participants in the 2024-2025 season. The recital is slated for May 2025.

Summer Camp

Summer camp registration starts on January 20th. The Summer Camp Coordinator position will be posted in January with other open positions being posted in February.

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

Convince Us! Debate Club- Tuesdays/ Fridays 6:00- 8:00pm

Aura Beauty Class- Fridays 5:00- 6:30pm

On the Wood, At the Wood- Spring Break Basketball Camp March 25- 26, 10am- noon , grades 6-12

Young Adult programming

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

Arts, Wellness & Engagement Programming

Sewing Class- Wednesdays, January 15- March 5

K- 5 grade programming

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

➤ Session 4 January 6- June 5

Rec on the Go- January 13- March 20, 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:	February 19, 2025
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 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 been completed.

2. EAB UPDATE

Funding Source(s): Heritage Fund

Project Update: Work on two Hennepin County Grants and a Grant from the DNR will continue in 2025.

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 2025 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 options for creating a multi-court gymnasium. 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 \$20 million for the improvements to the CAC including improved entrances and corridors, relocated office space, improved parking, enhanced outdoor event space and the addition of multi-court 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. The city will seek an additional \$9.5M in funding during the 2025 legislative process.

Project Update: City Council approved a Task Force of Brooklyn Park residents to assist with the planning and community engagement for the Community Activity Center Improvements at the January 6th City Council meeting. The Task Force will focus on working with Recreation & Parks Department staff and a consultant to help further develop the concept vision for the addition of a multicourt gymnasium, entrance and corridor improvements, and exterior events space at the CAC. The Task Force will also serve as a community engagement resource to share information about the importance of the project with the community and legislators leading up to a 2025 MN State Legislature bonding request. The Task Force held meetings on January 14th and February 11th.

- **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 the 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:

The 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 and as of today, the project is now within budget. The construction timeline states that it will take roughly ten months to complete construction and with a tentative start date of early spring for breaking ground. At the January 6th City Council meeting staff presented a large donation from the Thielen Foundation of \$100,000 that will go towards the gym construction costs of the project. In recent news, staff also received word of the Hennepin County Youth Facilities Grant of \$300,000 was awarded and it will also go towards the construction of the gymnasium.

The groundbreaking ceremony for the Teen Center project is tentatively April 7th. Staff are working to finalize the list of attendees as well as inform the community and media outlets for this event. This month staff will also be working with the interior designer to go over furniture, reviewing construction panels and other miscellaneous items to complete the project. Staff applied for an MDE grant of \$500,000 to renovate the existing multipurpose room and hope to hear news on this sometime in April.

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 and second 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 in progress.

6. PLAYGROUND REPLACEMENT

Funding Source(s): Heritage Fund

Project Update: Staff is finalizing the playgrounds for replacement in 2025.

7. TRAIL REHABILITATION

Funding Source(s): Heritage Fund

Project Update: Trinity Gardens Park trails are programmed for 2025.

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

Funding Source(s): Park Bond Reinvestment Projects

Project Update: Staff are preparing for an application for the DNR Outdoor Recreation Grant to help fund construction of building including a picnic shelter with restrooms and indoor program space. The application is due March 31, 2025.

9. PARKING LOT REHABILITATION

Funding Source(s): Heritage Fund

Project Update: As part of the 2025 Street Rehabilitation project there are several parking lots scheduled for rehabilitation.

10. TENNIS COURT REHABILITATION

Funding Source(s): Heritage Fund

Project Update: Bass Creek Park tennis court is scheduled for rehabilitation in 2025.

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:	February 19, 2025
Agenda Section:	Written Reports	Presented By:	Brad Tullberg, Director of Recreation and Parks
Recreation & Parks Director Proposed Action	Directors Report		

Overview:

1. Edinburgh Clubhouse Update

The Edinburgh Clubhouse transition to the Tavern at Edinburgh is nearly complete. D'Amico has exited the clubhouse, and the new Restaurant Services Manager has started to set up its operation in preparation to open around March 1st. The new Clubhouse Supervisor, Roxann Maxey, is actively showing and booking rooms and events at Edinburgh utilizing the new open catering model. Tavern at Edinburgh owner/operator, Jason Tollette, will be a guest at the February RPAC meeting to talk about the new operation.

2. CAC Improvements Task Force

The CAC Improvements Task Force held its first meeting on January 14th at the Community Activity Center. Director Tullberg shared information that has been shared with the community about the project over the past eighteen months. The next meeting of the Task Force is scheduled for February 11th.

Attachments: