

Wednesday, November 20, 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 Vice Chairperson Purcell at 6:02 PM**

Commission Members present:

Vice-chair Judy Purcell
Latrina Caldwell, At-large
Doug Crandall, At-large
Taylor Murray, East
Terry Parks, At-large
Joshua Uloth, West

Councilmember McGarvey

Absent:

Dwain Erickson, Chairperson
Emily Arias, At-large
Mercy Matthews, West
Miriam Osammor, East
Kellina Quigley, At-large
Jenkins Vangehn, Central

Aria Reickard, Youth Liaison
Klarissa Yu, Youth Liaison

No Quorum

Brooklyn Park Staff present:

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

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

N/A

- 3. APPROVAL OF AGENDA**

No Quorum

- 4. APPROVAL OF MINUTES**

No Quorum

- 5. ACTION ITEMS**

No Quorum

- 6. GENERAL INFORMATION - PRESENTATIONS**

6.1 ADA UPDATE

Director Tullberg introduced Erin Bonikowske, Adaptive Recreation Specialist. Erin provided a PowerPoint presentation (attachment 4.0A 6.1 ADA & INCLUSION UPDATE).

Questions/Comments:

Vice Chair Purcell asked when discussing ADA compliance is that a "building" situation? Also is there a Minnesota ADA or what does staff follow? Erin stated that besides the Federal ADA, every state has its own. Staff follows the strictness ADA.

Vice Chair Purcell asked what is a van accessible parking space? Erin responded that has a no parking spot next to the space so that it can accommodate a lift.

Commissioner Crandall asked how is it determined how many handicap spots are available in a parking lot?

Erin stated that there is a table/chart that shows the ratio of handicap spots vs regular parking spaces.

Director Tullberg mentioned that when buildings such as the CAC were first built there was no ADA compliance. As buildings/parks are remodeled or redeveloped the ADA compliance measures are put in place.

Commissioner Uloth are there any sensory compliance measures? Erin responded that there are no specific guidelines, however staff are implementing sensory corners at programming events and Rec On the Go.

Commissioner Parks was one of the inspectors for the polling places. There were some issues that could not be corrected. Erin said that they have made recommendations which could be a new location of a polling place or are there different things such as purchasing a ramp or changing the entrance locations.

Commissioner Uloth how are modifications for ADA paid for? Director Tullberg stated that the building/park needed changes are prioritize along with additional staff to support programming. Erin stated that the Inclusion Intern program that the city has is unique to Brooklyn Park in the State of Minnesota. These interns are college students who have completed their studies and need an internship in inclusion before they complete the exam for accreditation. They spend a summer helping staff and run an inclusion program of their own. Director Tullberg also stated that funds are included in the CIP.

Vice Chair Purcell stated that it seems Brooklyn Park is on the cutting edge of ADA compliance in programs and services and asked if staff is seeing people from other cities enrolling in our programs because of it?

Erin stated there are some enrollments from outside of Brooklyn Park, however, she has been contacted by other cities asking for guidance. Also, there is a nonprofit organization called Reach for Resources consortium that provides adaptive resources programs and inclusion services for a city might not be able to provide on their own.

Commissioner Uloth – Great Work!

6.2 GOLF REVIEW & EDINBURGH CLUBHOUSE REVIEW

Director Tullberg provided a PowerPoint presentation (attached 4.0B 6.2 GOLF REVIEW & CLUBHOUSE UPDATE) to the Commissioners.

Questions/Comments

Councilmember McGarvey asked if the Operation Maintenance staff worked at Edinburgh? Manager Hoag stated that O&M staff assigned to Recreation and Parks does not work at the CAC or the golf courses.

Director Tullberg stated that all maintenance is done by Recreation & Parks staff.

Commissioner Crandall asked if the surplus accumulates? Director Tullberg stated that yes it does. It is held as a fund balance to help during lean years.

Commissioner Murray asked if Edinburgh continues to have a surplus, is the loan to OSLAD paid off sooner? Director Tullberg confirmed that the payoff has accelerated due to the good golf years.

Councilmember McGarvey asked what is the average number of employees work at Edinburgh? Director Tullberg stated that it is approximately 18 – 20 seasonal for maintenance and about 6 – 8 at the golf shop and another 8-10 on the golf carts and driving range.

Commissioner Crandall does the rest of the clubhouse stay open during the winter? Director Tullberg stated yes, it does.

Commissioner Parks asked about outside caters and the loss of kitchen utensils? Director Tullberg stated that there will be zero small ware utensils available to use. The caters will be required to bring all the serving and place setting utensils. The outside caters will not have access to The Tavern at Edinburgh's serving equipment. They will have use of the ovens, warming ovens and large appliances that are bolted down.

Vice Chair Purcell asked if outside caters included outside liquor providers? Director Tullberg stated that alcohol must be provided by The Tavern at Edinburgh. State law prohibits two alcohol licenses to operate in the same space.

Commissioner Parks will The Tavern be keeping some of the employees? Director Tullberg stated that yes, D'Amico has been sharing employees names/phone numbers for The Tavern to be in contact with.

Commissioner Crandell asked, other than the banquet parties are there a lot of people who eat there? Director Tullberg stated the restaurant business has been steady especially during the summer. The tough period is during the winter months.

7. OLD BUSINESS

7.1 4.10 Approve Professional Services Agreement with Design By Melo for Construction Administration
Director Tullberg announced the groundbreaking of “The Woods” Teen Center would be in the spring of 2025.

8. WRITTEN REPORTS

8.1 PROGRAM AND EVENTS UPDATE

8.2 PARK PROJECTS UPDATE

8.3 DIRECTORS REPORT

Manager Greg Hoag stated that the Emerald Ash work of felling trees would continue through the winter. Councilmember McGarvey asked if the city utilizes buying power where the residents can use that company to remove the trees? Manager Hoag stated that the city has contracted with Rainbow for treatment of trees. Residents can take advantage of the discount. It is difficult to design a contract for removal because the residential trees can be complicated by location in backyards and near homes.

9. DISCUSSION ITEMS

N/A

10. VERBAL REPORTS AND ANNOUNCEMENTS

10.1 CITY COUNCIL UPDATE – Councilmember McGarvey

Councilmember McGarvey stated that meetings have occurred with Smith Arenas as a possible option for the CAC development.

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 that the work of the Task Force ended on October 31. They did not have a meeting in November but plan to have a wrap up meeting in December. Response numbers:

581 people took the survey online

196 people took the survey in person

62 people took the survey out of the paper

Total of 839. Staff had hoped for 1000.

10.4 KEY TOPICS FOR DISCUSSION AT THE NEXT RPAC MEETING

- JANUARY –

- VOTE CHAIR/VICE CHAIR

- WORK PLAN – Director Tullberg will be sending out an email as a reminder for Commissioners to be thinking about topics that the commissioner would like to cover.

10.5 KEY DATES FOR FUTURE MEETINGS/EVENTS

11. ADJOURNMENT

No Quorum

Meeting was closed by Chairperson Purcell at 7:33

Submitted respectfully,
Jeanine Machan
Secretary

Attachments:

4.0A 6.1 ADA & INCLUSION UPDATE

4.0B 6.2 GOLF REVIEW & CLUBHOUSE UPDATE