

A G E N D A

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Yog xav tau kev pab, thov hu rau 763-424-8000 lawv mam li nrhiv 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 August 20, 2025 AGENDA

4. APPROVAL OF MINUTES FROM May 21, 2025

5. ACTION ITEMS

6. GENERAL INFORMATION - PRESENTATIONS

6.1 NW AREA PARK PLANNING DISCUSSION

6.2 MARK AND MELISSA HORTMAN MEMORIAL DISCUSSION

7. OLD BUSINESS

8. WRITTEN REPORTS

8.1 PROGRAM AND EVENTS UPDATE

8.2 PARK PROJECTS UPDATE

8.3 DIRECTORS REPORT

8.4 RECENT CITY COUNCIL AGENDA ITEMS

9. DISCUSSION ITEMS

9.1 OPEN FORUM – QUESTION AND ANSWERS

9.2 REMOTE MEETING POLICY UPDATE

10. VERBAL REPORTS AND ANNOUNCEMENTS

10.1 CITY COUNCIL UPDATE – Councilmember Page

10.2 CAC TASKFORCE UPDATE – Commissioner Parks

10.3 KEY TOPICS FOR DISCUSSION AT THE NEXT RPAC MEETING

- SEPTEMBER 17 – TENTATIVE - MEET AT ZANEWOOD
 - YOUTH SERVICES UPDATE
 - PROPOSED REC & PARKS BUDGET & CIP / CEP
- OCTOBER 15 - BUDGETS

11. KEY DATES FOR FUTURE MEETINGS/EVENTS

12. ADJOURNMENT

Wednesday, May 21, 2025
Recreation & Parks Advisory Commission
Minutes

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

Commission Members present:

Judy Purcell Chairperson
Joshua Uloth Vice-chair
Doug Crandall, At-large
Long Dang, East
Kyle Krysinski, Central
Terry Parks, At-large
Taylor Murray, East

Absent:

Emily Arias, At-large
Latrina Caldwell, At-large
Miriam Osammor, East
Kellina Quigley, At-large

Youth Liaisons:

Abundance Anako
Keesha Ramirez

Councilmember Page

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 move Agenda item General Information – Presentations, 6.1 Destination Sports City in front of Agenda Action Item, 5.1 Annual Deer Hunt, by Commissioner Parks and second by Commissioner Uloth.

Motion unanimously approved.

A Motion was made to approve the revised May 21st, 2025 agenda by Commissioner Uloth and second by Commissioner Crandall

Motion unanimously approved.

- 4. APPROVAL OF MINUTES**

A Motion was made to Approve April 16th, 2025 minutes by Commissioner Murray and second by Commissioner Uloth

Motion unanimously approved.

- 6. GENERAL INFORMATION - PRESENTATIONS**

6.1 DESTINATION SPORTS CITY

Director Tullberg introduced Jen Durdahl-Johnson, Destination Sales Director (SD), from Minneapolis Northwest Tourism, who presented via PowerPoint (attached) the operation of the Minneapolis Northwest Tourism group, which is a destination management non-profit organization representing Brooklyn Park and Brooklyn Center.

Comments/Questions

Commissioner Uloth asked if in the future would Blaine be building a full-service hotel with restaurant facilities for families that travel here to the Blaine National Sports Center (NSC) for events? SD Durdahl-Johnson stated the NSC has received funds and has approved the building of two hotels, one being a full service.

Commissioner Crandall asked if Brooklyn Park has plans to build any more hotels? SD Durdahl-Johnson stated that she knew of no plans.

Commissioner Crandall asked if it would make it hard for Brooklyn Park to become a destination city if the city does not have lodging available to accommodate? SD Durdahl-Johnson stated that between the two cities there are 12 hotels allowing for enough rooms.

Chairperson Purcell asked how do you count the number of rooms being booked for specific events? SD Durdahl-Johnson stated that the events use a "play and stay" link with the event.

Chairperson Purcell stated that it doesn't seem like Brooklyn Park is close to the airport.

Commissioner Uloth asked what is the long-term evidence of studies done to show benefits of being a destination sports location? SD Durdahl-Johnson stated that she would provide the documentation.

Chairperson Purcell asked if the events that are held in Blaine and Brooklyn Park, are they local Midwest that the attendees drive or are flying in? SD Durdahl-Johnson said that for Blaine it is National and International, for Brooklyn Park it is mostly regional. Director Tullberg stated there are national hockey events held at the CAC.

Chairperson Purcell asked if eating at a restaurant in the hotels you are paying a fee or is it only if staying at the hotel? SD Durdahl-Johnson stated it was only the hotel stay.

Commissioner Uloth asked what facilities SD Durdahl-Johnson would recommend being built? She stated that having a facility with 8 to 10 multi-use courts would be ideal.

Commissioner Uloth would every court have bleachers? SD Durdahl-Johnson stated there is a facility in Chicago that has bleachers. Some facilities offer areas for children play areas.

Commissioner Crandall asked where would this facility be built? SD Durdahl-Johnson stated the undeveloped area around Hwy 610 and 169.

Commissioner Uloth asked about aquatics? SD Durdahl-Johnson stated it is so expensive and the size for competition would need to be Olympic size. The only one in the metro area is at the University of MN.

Chairperson Purcell asked about the 8 to 10 courts, how long it would take to maintain the operating costs?

Director Tullberg stated the benefit shows in other ways such as bringing people into the city and a boost to the local economy versus just the revenue from court rentals. Other factors would also go into determination.

Commissioner Crandall asked if there was competition for hosting? SD Durdahl-Johnson stated events coordinators are always looking for space.

Sales Director Durhall-Johnson provided a pitch for the Gus Maker Tournament.

5. ACTION ITEMS

5.1 ANNUAL DEER HUNT

Director Tullberg provided the background for the proposed annual deer hunt. The PowerPoint presentation is attached. The hunt is conducted by the Metro Bowhunters Resource Base (MBRB).

Comments and Questions

Commissioner Crandall asked who decides where the stands are set up. Director Tullberg stated the stands are predetermined by the MBRB. The city provides maps of the hunt area and the site coordinator with the MBRB will determine where the stands go.

Chairperson Purcell asked about the hunt of Banfill Island? Director Tullberg explained the access is through Izaak Walton League land. A couple of residents do not want the deer hunted on Banfill Island and have put pressure on Izaak Walton to deny the access.

Commissioner Crandall asked if the hunt is bucks only? Director Tullberg stated it is antlerless and bucks.

Chairperson Purcell asked when the hunt will open back up in the Rush Creek Trail / Mississippi Gateway?

Director Tullberg stated that next year (2026) that area hunt will resume.

Commissioner Crandall asked if all the deer are killed that were hit by the cars? Director Tullberg stated that it is assumed but staff does not have that as fact.

Commissioner Uloth asked if a 4th weekend of the hunt can be done? Director Tullberg stated that MBRB has stated that they may not be able to staff a 4th weekend.

Commissioner Uloth asked if starting the hunt in September has ever been considered. Director Tullberg stated that tree cover is a factor for visibility.

Commissioner Crandall asked if the MBRB charges for their services? Director Tullberg stated there is no charge from MBRB. The only expense is an insurance waiver and the shared aerial view count of the deer. Chairperson Purcell stated there is an issue with people feeding the birds with low feeders that draws the deer in.

A Motion was made by commissioner Uloth to recommend to City Council to approve the 2025 Deer Management Program and authorize the agreement with the Metro Bowhunters Resource Base to conduct the 2025 hunt.

Motion unanimously approved.

7. OLD BUSINESS

N/A

8. WRITTEN REPORTS

8.1 PROGRAM AND EVENTS UPDATE

8.2 PARK PROJECTS UPDATE

8.3 DIRECTORS REPORT

8.4 RECENT CITY COUNCIL AGENDA ITEMS

Director Tullberg highlighted the following:

- Tater Daze Parade and Gathering May 31st
- Shared pictures of build at Zanewood
- City Council Town Hall meetings. The date in the report for Central District has been changed to July 17th. Commissioner Uloth asked where in Hennepin County Technical College is the West District, June 17th meeting being held. Director Tullberg stated he would find out and let the group know.
- State Bonding – Director Tullberg said the bonding would likely be for state needs only, not local projects. With a larger local bonding bill likely in 2026.
- Proclamation of Older Americans month
- Grant for the Farmers Market

9. DISCUSSION ITEMS

Director Tullberg reported back on the glass pickup at Brookdale Dog Park. It was a bigger issue than originally thought. Operation and Maintenance will end up taking off 4 – 6 inches of soil, put down fabric then bring fresh soil back in.

10. VERBAL REPORTS AND ANNOUNCEMENTS

10.1 CITY COUNCIL UPDATE – Councilmember Page

No report

10.2 CAC TASKFORCE UPDATE – Commissioner Parks

No report

10.3 KEY TOPICS FOR DISCUSSION AT THE NEXT RPAC MEETING

- MAY 21 - ANNUAL DEER HUNT, DESTINATION SPORTS CITY
- JUNE 18 - YOUTH SERVICES DIVISION, PROGRAMMING FOR BIPOC
- JULY 16 – NO MEETING

10.4 KEY DATES FOR FUTURE MEETINGS/EVENTS

11. ADJOURNMENT

A Motion was made by Commissioner Krynski to close the meeting, second by Commissioner Dang.

Motion unanimously approved.

Adjourned by Chairperson Purcell at 7:28 PM

Submitted respectfully,
Jeanine Machan
Secretary

Attachments:

4.1 2025 Deer Hunt Presentation

4.2 Minneapolis Northwest Tourism Sports Presentation

Minneapolis Northwest Tourism

Sports Tourism and Economic Impact

Jen Durdahl-Johnson jen@mplsnw.com 612-245-1538



Agenda

What you'll learn about today

- What is Minneapolis Northwest Tourism
- What is Sports Tourism
- How can Sports Tourism help Brooklyn Park?
- Questions/Comment?



About Minneapolis Northwest Tourism

Minneapolis Northwest Tourism is a nonprofit organization dedicated to promoting our vibrant cities of Brooklyn Center and Brooklyn Park – also known as Minneapolis Northwest or The Brooklyn's. Our mission is to promote The Brooklyn's activities and events, dining, hotels, attractions, and recreation opportunities while fostering economic impact.





What is a “DMO”?

Destination Marketing Organization

Destination marketing organizations are formed to market certain regions as desirable tourism destinations.

We are funded by the lodging tax collected in Brooklyn Park and Brooklyn Center. Meaning that it is **NOT** a residential tax collected. The lodging tax is collected by the cities and passed on to us. This tax **MUST** (due to state statutes) be used to promote the cities we represent.

My job as Destination Sales Director is to bring in visitors to our area through hotel bookings, conferences and events (including sports).

WHAT IS SPORTS TOURISM?

Is a type of tourism activity which refers to the travel experience of the tourist who either observes as a spectator or participant in a sporting event.

HOW DOES IT BENEFIT US?

01

Economic Impact

Visitors spend \$ on:

- *Lodging
- *Food
- *Transportation
- *Retail

Generates Local Revenue for above

02

Community Development

Create job opportunities in the hospitality and tourism sectors

Encourage the development of new sports facilities and the improvement of existing ones

Enhance the city's reputation as a destination for sports and recreation

03

Visability

Raise the profile of Brooklyn Park and attract visitors who may not have otherwise considered visiting the city.

Create positive publicity and promote the city as a desirable place to live, work, and play.



LET'S TALK NUMBERS!

SPORTS TRAVELER SPENDING BY INDUSTRY

Sports travelers, event organizers, and venues spent **\$52.5 billion** across a wide range of sectors in 2023.

Sports travelers, event organizers, and venues spent **\$13.5 billion** on transportation, **\$10.9 billion** on lodging, and **\$9.7 billion** on food and beverages. Recreation, retail, and tournament operations rounded out spending, registering **\$6.9 billion**, **\$6.5 billion**, and **\$4.7 billion**, respectively.

The lodging sector accounted for 21% of all sports-related travel spending. In 2023, sports-related travel generated 73.5 million room nights, which is an important factor given that hotel taxes are a primary funding source for many entities (refer to pages 32 and 41 for additional information).



\$52.2 BILLION

Sports-related traveler spending in 2023



\$13.5B TRANSPORTATION

Airfare, rental cars, taxis, buses, parking, public transportation, ride share



\$10.9B LODGING

Hotels, motels, private home rentals, RVs



\$9.7B FOOD & BEVERAGE

Full-service restaurants, fast food, convenience stores, alcohol



\$6.9B RECREATION

Amusements, theaters, entertainment, and other recreation



\$6.5B RETAIL

Souvenirs, general merchandise, malls, local retailers



\$4.7B TOURNAMENT OPERATIONS

Event organizer and venue spending



SPORTS TRAVELER COUNTS AND SPORTS-RELATED TRAVEL SPENDING

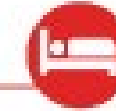
Overall tourism growth in 2023 was supported by sports travelers that stayed overnight and sports travelers that visited for the day.

The number of sports travelers surpassed 2019 levels in 2022, however, it took a year longer (2023) for the average spending per sports traveler to surpass 2019 levels.

The number of individual sports travelers that stayed overnight increased 9.4% year-over-year in 2022 and an additional 6.8% year-over-year in 2023 to 110.7 million.

An estimated 54% of all sports travelers spent the night in the event destination, which generated 73.5 million room nights in 2023.

Sports travelers that stayed overnight spent \$360 per person trip and day trippers spent \$81 per person trip in 2023, both of which exceed 2019 levels.



Overall tourism growth in 2023 was supported by an increase in sports travelers that stayed overnight and sports travelers that visited for the day, generating **73.5 million room nights**.

Total sports travelers and sports-related travel spending (millions of sports travelers, \$ millions – total traveler spending, \$ – per traveler spending)

	2019	2020	2021	2022	2023
Total travelers	179.3	96.0	174.7	191.5	204.9
Day	83.0	45.1	80.0	87.9	94.3
Overnight	96.4	50.9	94.7	103.6	110.7
Total traveler spending	\$41,174	\$18,992	\$36,032	\$42,793	\$47,452
Day	\$6,574	\$3,391	\$6,019	\$6,910	\$7,606
Overnight	\$34,600	\$15,601	\$30,014	\$35,883	\$39,846
Per traveler spending	\$230	\$198	\$206	\$223	\$232
Day	\$79	\$75	\$75	\$79	\$81
Overnight	\$359	\$306	\$317	\$346	\$360

Note: event organizer and venue spending on tournament operations is excluded from above table. In 2023, this amounted to \$4.7 billion.

Source: Tourism Economics

2024 Minneapolis Numbers

- The largest sporting events of 2024 included:
- Big Ten Women's Basketball Tournament (129,512), the Big Ten Men's Basketball Tournament (90,578),
- U.S. Olympic Gymnastics Trials (57,891), the USA Gymnastics Championships / USA Gymnastics For All National Championships & Gymfest / USA Gymnastics National Congress & Trade Show (52,010),
- January Thaw/Northern Lights Qualifier Volleyball (41,740).



2024 USA CUP Numbers for The Brooklyns

Target's USA Cup lasts 10 days

1568 room nights in just The Brooklyns

Total Actualized Local Revenue= \$278k!

TOTAL ROOM NIGHTS = 14,500

10-day economic impact was \$37 million!

An international celebration
of cultural exchange and
the great game of soccer.



Every Year
20 Countries
25 States
Over 1,100 Teams
16,000 Players

2025 Tournaments

The DPL Soccer Finals – over 2100 room nights booked

NAHL Hockey Tournament brings 3 tournaments in BP (Sept, Oct, December)

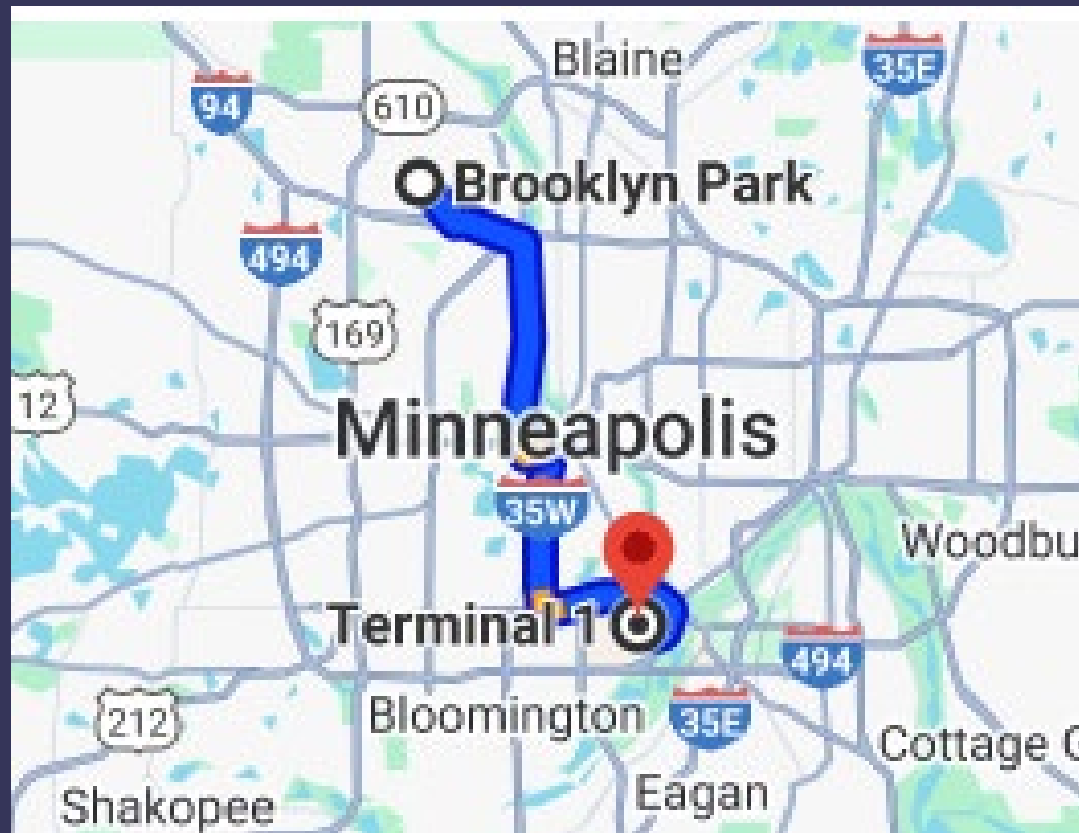
MNW Partners with Local Tournaments and can offer Room Rebates



Brooklyn Park Offerings:

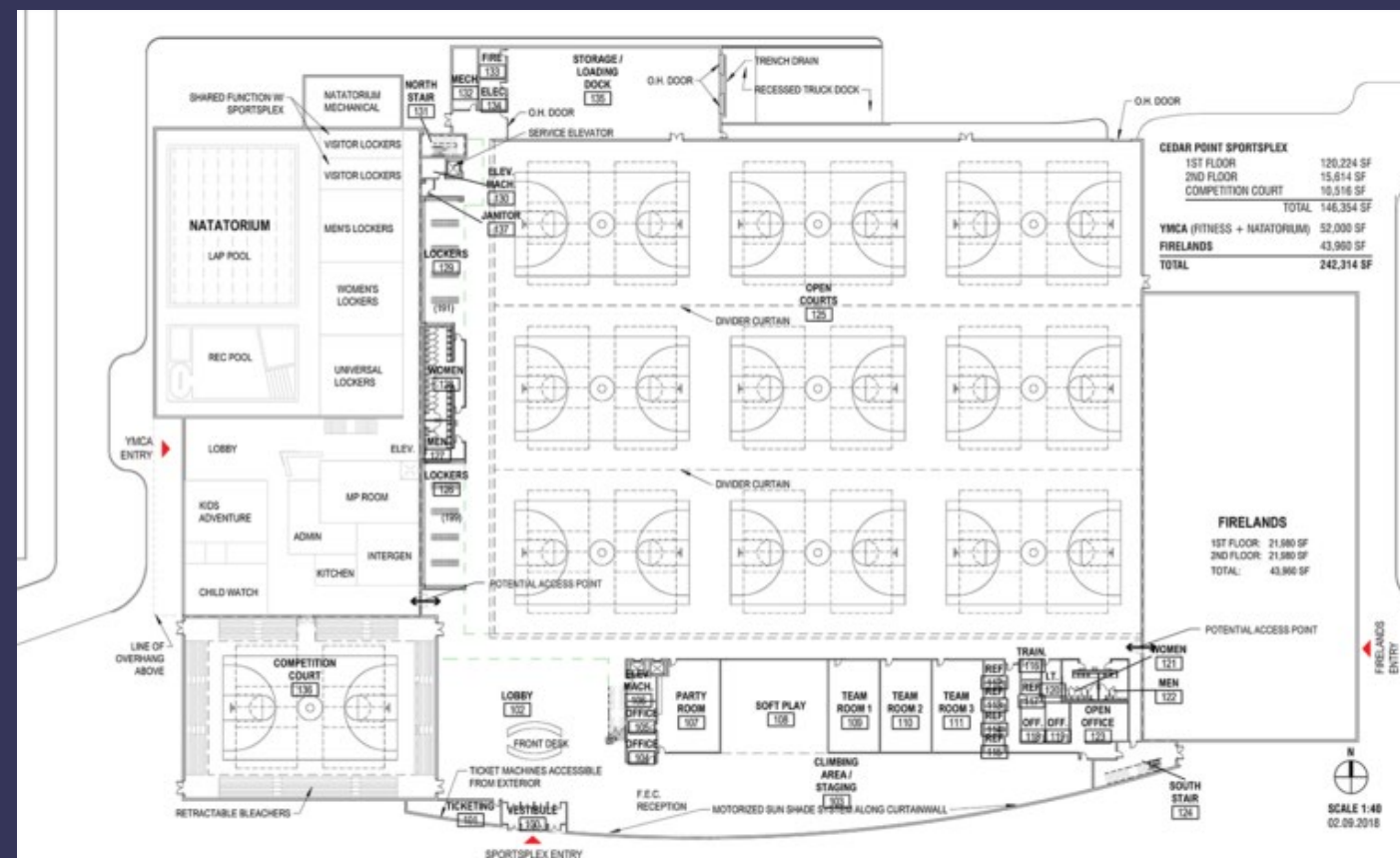
We offer:

- Proximity to major highways and MSP Airport
- Diverse and growing population
- Existing parks and recreational facilities (Noble Sports Park and Dome)



What Do Sports Event Planners Look for When Deciding Location?

1. Venue Suitability- enough courts, locker rooms, scoreboards, parking
2. Location- hotels, walkability, restaurants, attractions, night life, etc
3. Local Sponsorship and Partnership (grants, rebates,etc)
4. Costs
5. Experience and Reputation- Fan experience (bleachers, restrooms, concessions, safety) Ease of permits or other needs
6. Weather



Different Case Studies

Wiregrass Ranch Sports Campus – Pasco County, Florida

- Overview:** A 98,000-square-foot multipurpose sports complex featuring eight basketball courts and dedicated spaces for gymnastics, cheerleading, and a fitness center.
- Funding:** Financed through a doubling of the tourist tax to 4%, generating an additional \$1.2 million annually to offset a \$20 million loan for construction.
- Additional Development:** Includes an adjoining \$18.7 million, 128-room Marriott Residence Inn

Spokane Valley Sports Facilities – Spokane Valley, Washington

- Overview:** Funding allocated for various sports and cultural events, including support for the HUB Sports Center, which hosted 54 sporting events in 2024.
- Funding:** Utilized lodging tax funds to support capital and entertainment projects aimed at boosting tourism

Community First Champion Center – Grand Chute, Wisconsin

- Overview:** A 164,000-square-foot indoor sports center primarily used for youth sports and community activities.
- Funding:** Constructed at a cost of \$30 million, funded by a 3% hotel-room tax charged throughout the Fox Cities region.
- Impact:** Expected to contribute approximately \$8–12 million annually to the local economy.

Kalamazoo County Event Center Assessment District-

Kalamazoo County hotels have passed a vote to create funding for a \$40 million indoor sports facility that will feature space for eight basketball courts or 16 volleyball courts, as well as an indoor turf field.

2024 alone, more than 50 sporting events brought an estimated \$30.3 million in direct visitor spend.

**TWIN CITIES GUS
MACKER**



**AUGUST 2&3,
2025**



Sports tourism can be a valuable economic driver and community asset for Brooklyn Park.

Annual Deer Management Plan

Recreation & Parks Advisory Commission

May 21, 2025

Brad Tullberg, Recreation & Parks Director

DEER MANAGEMENT HISTORY

- In 2011, City Council approved Deer Management Plan
 - Identifies the number of deer that the natural habitat can support within city
 - The plan recommends 15 to 20 deer per square mile
 - 45 to 60 deer in the northern portion of the city
 - 15 to 20 deer along the Mississippi River south of Highway 610
 - 15 to 20 in the Palmer Lake Nature Area
- City works in partnership with Three Rivers Parks District and seven other Hennepin County municipal partners to:
 1. Conduct the annual fly over to determine herd count and the targeted number of deer to remove from herd in the next year.
 2. Historically, we have contracted with Metro Bowhunters Resource Base (MBRB) to conduct controlled deer hunt.

DEER MANAGEMENT HISTORY

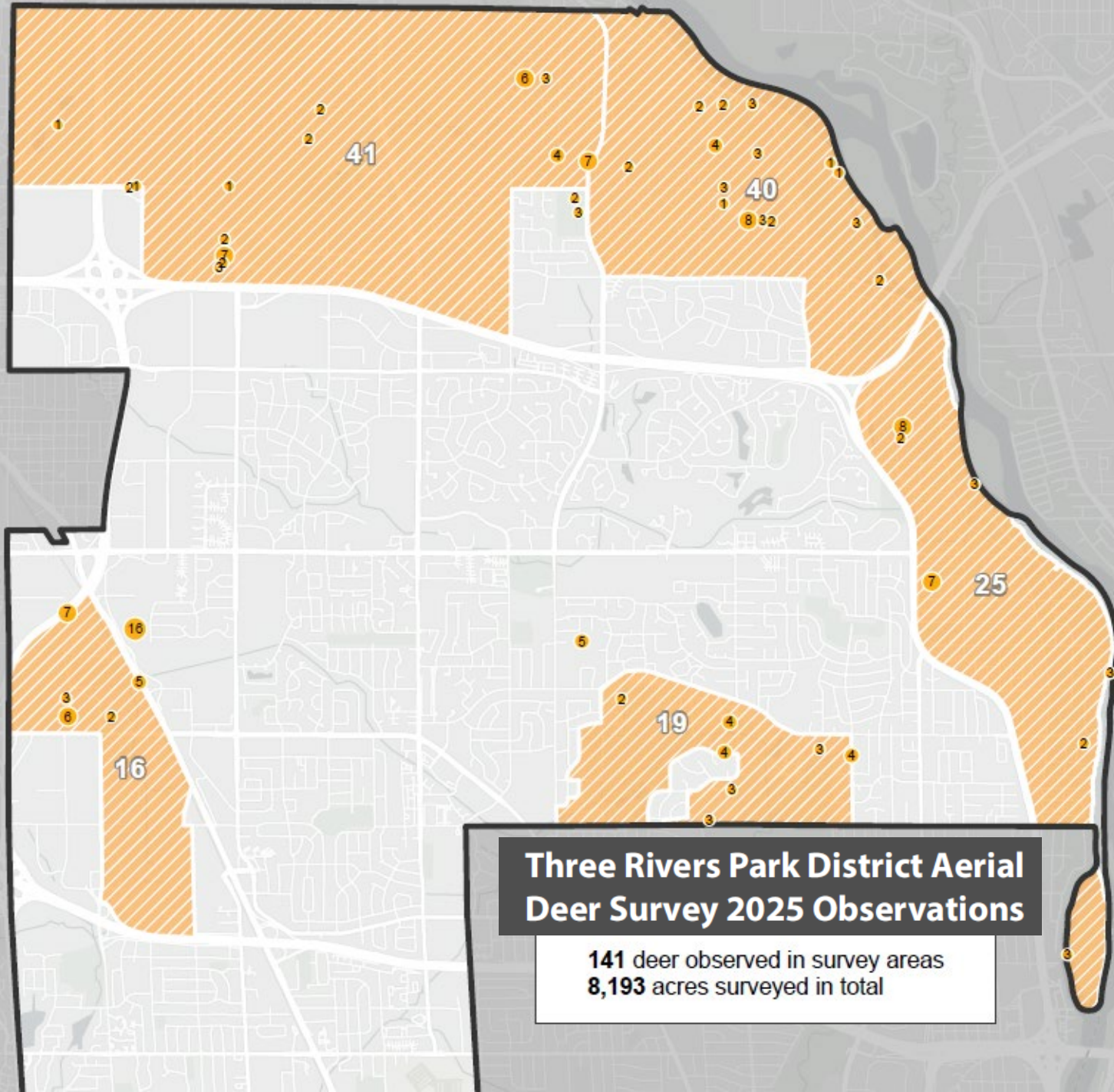
- Initially able to hunt 11 different zones, now just four zones in 2022
 - ZONE 1 NORTHWOODS PARK
 - ZONE 2 RUSH CREEK TRAIL 102nd & REGENT (Dropped)
 - ZONE 3 ENVIRONMENTAL PARK (Construction @ MGRP)
 - ZONE 4 COON RAPIDS DAM (Construction @ MGRP)
 - ZONE 5 PALMER LAKE PARK
 - ZONE 6 WOODS AT 103rd & WINNETKA (Developed)
 - ZONE 7 RUSH CREEK TRAIL 101st & 169 (Developed)
 - ZONE 8 BANFILL ISLAND (dropped 2022 – Izaak Walton League)
 - ZONE 9 JEWELL PARK (Dropped too close to homes)
 - ZONE 10 GREENHAVEN PARK
 - ZONE 11 BROOKDALE PARK

2024 DEER HUNT RESULTS

	PERIOD 1 OCT 7 - 9		PERIOD 2 OCT 28 - 30		PERIOD 3 NOV 11 - 13		TOTAL ALL HUNT DATES		
ZONES	ANTERLESS	ADULT BUCKS	ANTERLESS	ADULT BUCKS	ANTERLESS	ADULT BUCKS	ANTERLESS	ADULT BUCKS	TOTAL DEER
ZONE 1 - NORTHWOODS	2	0	0	0	0	0	2	0	2
ZONE 5 - PALMER LAKE	2	0	1	2	1	1	4	3	7
ZONE 10 - GREENHAVEN	0	1	0	1	3	1	3	3	6
ZONE 11 - BROOKDALE	1	1	0	0	1	0	2	1	3
TOTAL DEER	7		4		7		11	7	18

2011 - 2024 TOTAL DEER REMOVALS

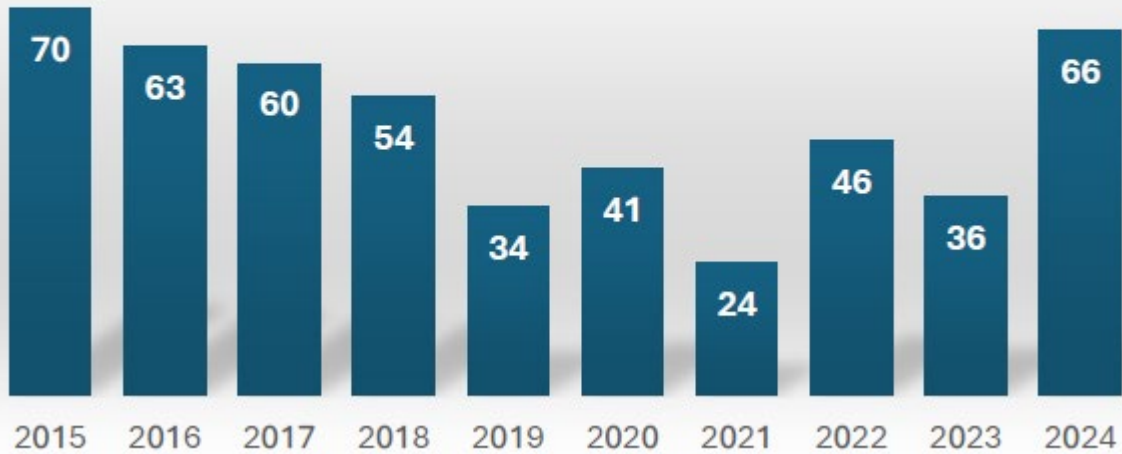
	ANTERLESS	ADULT BUCKS	TOTAL DEER
2011	56	14	70
2012	28	23	61
2013	40	8	48
2014	23	9	32
2015	19	9	28
2016	24	8	32
2017	13	5	18
2018	14	6	20
2019	14	9	23
2020	17	7	24
2021	11	4	15
2022	7	2	9
2023	11	3	14
2024	11	7	18
	298	114	412



AERIAL SURVEY YEAR	AERIAL DEER COUNT
2021	No count
2022	114
2023	179
2024	No count
2025	141

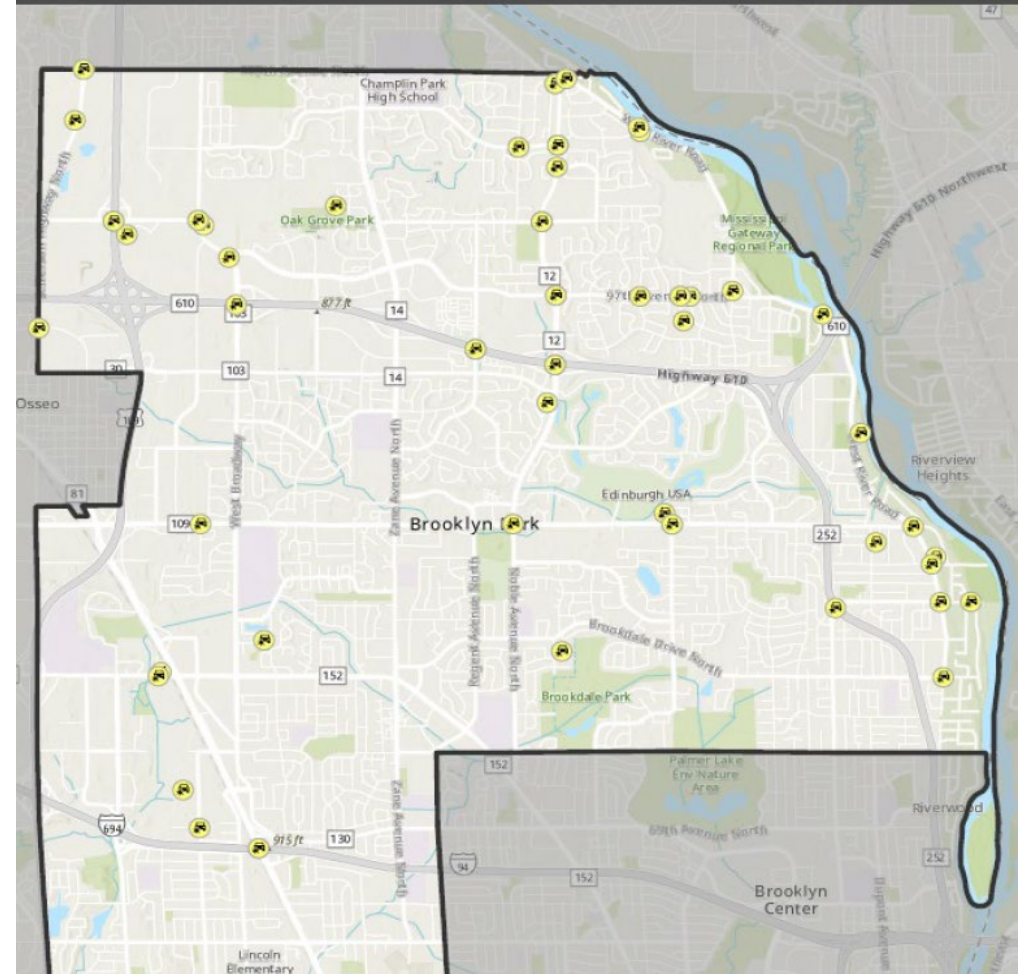
VEHICLE / DEER ACCIDENTS

VEHICLE / DEER ACCIDENTS



2024 Deer Collisions

Brooklyn Park



PROPOSED 2025 DEER HUNT DATES

Proposed 2025 Hunt Dates:

- October 6, 7 & 8
- October 27, 28 & 29
- November 10, 11 & 12

Proposed 2025 Hunt locations:

- Zone #1 – Northwoods Park
- Zone #5 – Palmer Lake
- Zone #10 – Greenhaven Park
- Zone #11 – Brookdale Park Open Space (Palmer Lake)

Plan to add Mississippi Gateway Regional Park location in 2026

REQUESTED ACTION

Motion to Recommend the Following to City Council:

1. Accept the 2024 report as presented; and
2. Allow the Director of Parks and Recreation to execute the 2025 Controlled Archery Deer Hunt; and
3. Approve the Director of Parks and Recreation to enter into a contract agreement with Metro Bowhunters Resource Base to conduct the controlled archery hunt for fall of 2025.

QUESTIONS?

Brad Tullberg

Director of Recreation and Parks

763-493-8344

Brad.Tullberg@brooklynpark.org

**Brooklyn
Park**



Unique.
United.

Undiscovered.

**City of Brooklyn Park
Recreation & Parks Department**

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Brooklyn Park, MN 55443
763-493-8333

www.brooklynpark.org

Facebook: [/brooklynparkmn](https://www.facebook.com/brooklynparkmn)

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

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

City of Brooklyn Park RECREATION AND PARKS ADVISORY COMMISSION			
Agenda Item	6.1	Meeting Date:	August 20, 2025
Agenda Section:	Presentations	Presented By:	Brad Tullberg, Director of Recreation and Parks
Recreation & Parks Director Proposed Action	Northwest Area Park Planning Discussion		

Overview:

On May 18, 2015, the City Council asked that staff put together a task force of residents to identify land within the community that could accommodate large picnic gatherings and community events. The purpose of the Task Force was:

1. Task Force reviewed staff analysis on possible locations for the development of a large Event Park.
2. Task Force presented recommendations to the City Council of potential sites and amenities
3. Task Force reviewed park design options and presented recommendations to City Council.

On August 1, 2016, the Task Force provided an update to the City Council with information about the preferred park location at the intersection of 101st Avenue and Winnetka Avenue in alignment with the development of the Blue Line Light Rail project. The task force also offered different design options. Ultimately, it was decided that the future development of the park would be further explored during the 2017 Park System Plan process.

With the delay of the Blue Line Light Rail (BLRT) project, the development of the park has also been delayed. Now, in 2025, the planning for the BLRT is moving forward and city staff are engaging residents on their preferences for the development of the approximately 700 acres of in the northwest area of Brooklyn Park.

The Joint Council and Commission meeting on August 4th highlighted the need for more discussion between the Community Development Department planning team and the Recreation and Parks Advisory Commission. Community Development staff will join the RPAC meeting to discuss the park planning for this area in more depth.

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	6.2	Meeting Date:	August 20, 2025
Agenda Section:	Presentations	Presented By:	Brad Tullberg, Director of Recreation and Parks
Recreation & Parks Director Proposed Action	Hortman Memorial Discussion		

Overview:

Speaker Emerita Melissa Hortman and Mark Hortman tragically lost their lives on June 14, 2025. Staff have received a number of requests from community members about ways to honor their legacy. Staff will share some information with RPAC on existing naming policies and opportunities for memorials. Staff will be seeking RPAC commissioner input on the process for reviewing these requests.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

- 6.2A POLICY ON NAMING FACILITIES
- 6.2B MEMORIAL AND DONATION GUIDELINES
- 6.2C FACILITY NAMING POLICY FLOWCHART

CITY OF BROOKLYN PARK
FACILITY NAMING POLICY
AND
MEMORIAL AND DONATION GUIDELINES

I. PURPOSE

The purpose of the policy is to guide decision makers in consideration of requests for naming of City owned facilities by providing guidelines, standards and procedures for acceptance of donations within City owned property.

II. APPLICABILITY

This policy is applicable to all City owned buildings, parks and facilities. Its application shall include the Recreation and Parks Advisory Commission for those requests within the Parks and Recreation system; and other city owned facilities with application to the City's Citizen Long-range Improvement Committee (CLIC).

III. POLICY

City of Brooklyn Park facilities, including buildings, parks, and open space generally shall be named or renamed under the following guidelines:

- In most cases, City parks shall be named after geographical or natural features in which the site is located. This is to ensure easy identification of the park location by citizens. Facilities contained within the parks may be named after individuals and/or organizations using the criteria noted in section V below.
- The City may consider naming facilities after individuals/organizations/corporations, but only in cases where the individual/organization/corporation has made a contribution of time/service or financial contribution, and where the contribution is directly connected to the benefit or service to the facility.
- The name chosen for a facility should not readily lend itself to undesirable abbreviations, acronyms or nicknames.
- The City may reject consideration of naming facilities for organizations/businesses whose values and ideals do not positively reflect the City of Brooklyn Park.

A. Naming a New Facility

The naming process for a proposed new facility shall begin during the planning phase of construction and after the facility has been approved for inclusion in the City's Capital Improvement Program (CIP).

When citizens, elected officials, or public administrators recommend a name for a proposed new facility, they shall submit a request and justification based on the identified criteria to the appropriate commission directly connected to the department whose services will be provided in the proposed facility. The advisory commission is responsible for recommending a name and submitting it, along with justification, to the City Council for consideration.

B. Naming of an Existing Facility or Amenity

The City may consider naming facilities/amenities within existing facilities and parks which meet the criteria as stated in section V below.

When citizens, elected officials, or public administrators recommend that an existing facility or amenity be named, they shall submit a request and justification to the appropriate commission directly connected to the department whose services are being provided in the facility. The recommendation shall be forwarded to City Council, along with justification for consideration.

C. Changing the Name of an Existing Facility

When an existing named facility that has reached its anticipated life-cycle and is scheduled for reconstruction, the City is not obligated to keep the original name. An attempt should be made to contact the family or organization for which the facility was named and inquire as to interest in contributing (based on criteria in Facility Naming Policy) to sustain the rights for the naming. The City may exercise its rights to rename the facility to its previous name, without financial contribution, if it feels it has notoriety benefit for the department and community.

When citizens, elected officials, or public administrators recommend that an existing facility be renamed, they shall submit a request to the department whose services are being provided in the facility. The recommendation shall be forwarded along with justification to City Council for consideration.

IV. PROCESS FOR REVIEW

The RPAC or CLIC may recommend the following: (1) accepting the proposed name, (2) not accepting the proposed name, or (3) conducting a broader citizen participation process prior to its recommendation. Approval by the Commission/Committee would require a two-thirds yes vote of members present once a quorum is established. The Commission's/Committee's recommendation will be forwarded to the City Council for consideration by the department whose services will be provided in the proposed facility.

V. CRITERIA FOR CONSIDERATION

- A. Financial Contribution** – Naming of a facility or amenity after an individual or organization may be considered if there is a donation of land or if there has been a contribution of 100% of the total cost of construction of a park or facility.

- B. Community Contribution** – Naming a facility or amenity under the criteria of community contribution is to be considered for a person that has contributed the gift of time (10 years or more) to enhance the quality of life in Brooklyn Park, by preserving, promoting and carrying out positive and quantifiable community values and traits as embodied in the following criteria:
 - Demonstrated leadership
 - Demonstrated integrity
 - Respected by peers

And at least one of the following:

1. **Community Leadership** – e.g. someone who has demonstrated extraordinary leadership in the community, through service as a City Council Member, commissioner or staff for the City of Brooklyn Park.
2. **Helps out neighbors and fellow Brooklyn Park community members** – e.g. starting a program where community members can volunteer to help each other or provide assistance to other community members, or starts fun family friendly activities in his/her neighborhood where citizens have a chance to meet and interact with one another.
3. **Demonstrated hospitality** – e.g. someone who welcomes new residents, citizens and visitors, and helps them get to know the community and adjust to a new environment, or simply a community member who exhibits hospitality in an ongoing or extraordinary manner.
4. **Promotes and preserves traditional American past-time** – e.g. bringing citizens together as a community in traditional ways by organizing or being a key volunteer for such events as Tater Daze celebration, golf events, bandstand events, etc.
5. **Shows concern for preservation and works to preserve traditions and heritage of the City of Brooklyn Park** – e.g. working to preserve historical Brooklyn Park documents, structures, or events.
6. **Demonstrates patriotism through promotion and preservation of the Country's symbols and dedication to the U.S. military, past and present** – e.g. organizing or being a key volunteer for a formal event to honor our current military members. Recognition to a community member that has served the community or Country with honor and recognition.
7. **Served the community through business** – e.g. a business owner who goes above and beyond their role to support and provide a service to the community in a hospitable manner.

**CITY OF BROOKLYN PARK
RECREATION AND PARKS DEPARTMENT
MEMORIAL AND DONATION GUIDELINES**

Purpose

The purpose of this policy is to establish guidelines, standards and procedures for the installation and care of donated park improvements, either as a result of a cash or physical property donation. These donations may include, but are not limited to, shelters, buildings, benches, bicycle racks, picnic tables, public art, monuments (by exception only), drinking fountains, playground equipment, and other types of park and trail accessories. The City desires to encourage donations, while at the same time has the responsibility to manage aesthetic impacts and mitigate on-going maintenance costs.

The development of public facilities is expected to be the result of careful planning and quality construction. In addition, public facilities are expected to be maintained by the City, to a quality standard acceptable to the community.

Guidelines established by this policy will apply to all donations made after the effective date of this policy.

Standards established by this policy will apply to purchased equipment, installation techniques, donation acknowledgements, and long term care of all donations made after the adoption of this policy.

GUIDELINES FOR NEW DONATIONS

Definition of an Existing Donation: For the purpose of this policy, existing donations are those donations installed prior to the adoption of this policy.

Definition of New Donations: New donations are those made after the adoption of this policy.

Acquisition or Purchase: The City and the community have an interest in ensuring that park elements purchased and installed be of high quality related to style, appearance, durability and ease of maintenance. The City staff will be responsible for the purchase and installation of all park elements. Exceptions to this policy shall be in writing with clear expectations and understanding as to location, impact and expectations on installation, and shall be approved by City Council.

Appearance and Aesthetics: The City and the community have an interest in ensuring the best appearance and aesthetic quality of their public facilities. Park elements, and/or, their associated donation acknowledgments should reflect the character of the park or facility and align with the Park Master Plan. All park elements will be installed in such a manner that will not substantially change the character of a facility or its intended use.

Maintenance: Donated park elements, and/or, their associated donation acknowledgement, become City property. Accordingly, the City has the duty to maintain the donation only for the expected life cycle of the donation.

Repair: The community has an interest in ensuring that all park elements remain in good repair. In addition, the public has an interest in ensuring that the short and long-term repair costs are reasonable. Repair parts and materials must be readily available. Donated park elements must be of high quality to ensure a long life, be resistant to the elements, wear and tear, and to acts of vandalism. If a donated element is vandalized, it is up to the City to determine the cost benefit to repair or replace the donated element.

Cost: The City has an interest in ensuring that the donor covers the full cost for the purchase, and installation of donated park elements. A separate fee schedule is maintained in which the City will detail costs for donations, installation, and on-going maintenance. The City also has an interest in ensuring that maintenance costs do not negatively impact the resources available for maintenance of other City park facilities. Consequently the City may assess, at the time of donation, a charge sufficient to cover anticipated on-going maintenance of donated park elements throughout its anticipated life expectancy.

CRITERIA FOR ACCEPTANCE

Park Plan: When applicable, the donation of a park element for a specific park facility should conform to the Master Plan for that park showing the available locations for park elements. If no plan exists, or if a plan exists but does not identify a particular park element proposed for donation, the City may accept the donation under certain conditions. Under this circumstance the donation must:

1. Meet a true need of the facility
2. Not interfere with the intended current or future use of the facility
3. Not require the relocation of other equipment or infrastructure to accommodate the donation.

In the opinion of the City, a facility may be determined to be fully developed and the opportunity for donations would not be available.

Donations shall include the true cost of donated items including staff time, labor, materials, and permits used in procurement and establishment of the donation, and a Life Cycle Care Fund for maintenance. If the donation does not include contribution toward Life Cycle Care Fund, it shall be understood that the City will assume the long-term costs of donated element, or element may be removed once meeting expected life cycle.

Notification: This criteria is a requirement for both existing (at the expiration of its life-cycle period) and new donations. It shall be the responsibility of the donor to provide the Recreation Department with a current address for purposes of notification regarding their donation. For the purposes of notification the City will send a certified letter to the donor, notifying the donor of changes related to the status of their donation (i.e. a need to remove, relocate, or comply with conditions set forth in this policy.)

Park Benches, Bicycle Racks, Picnic Table, and Drinking Fountains: Park benches, bicycle racks, picnic tables, drinking fountains, and playground equipment may be sited in locations approved by the City in accordance with an available site plan. Items donated must be of a product approved by the City, and these items become City property at time of purchase.

Trees: The size and species of tree or trees donated shall be limited to those determined by the City. Deciduous trees will be at least 2 inches in diameter (approximately 10 to 12 feet tall) and evergreen trees will be 5 to 6 feet in height. Due to concerns over maintenance and vandalism, plaques will not be included as part of the tree donation. Although we accept tree donations year round, trees will only be planted in the Spring or Fall to give the trees the best chance to survive. Trees will only be accepted for areas that have active irrigation systems in place.

Interpretive/Wayfinding Signs: Interpretive/wayfinding signs may be installed at sites that are appropriate for describing the history, geology, environment, and flora and fauna of a particular area and/or include wayfinding. Interpretive/wayfinding signs shall be of a size that is in keeping with the character of the site. All signs shall be of a design that meets ADA requirements for access to the disabled. Interpretive/wayfinding signs shall be designed in such a manner that is consistent with other signs on the site. All signs shall be constructed of materials that are of high quality, vandal resistant, and able to withstand harsh environmental conditions.

Other Donations: There may be other donations possible other than those expressly listed or contained within this policy. The City may accept those donations subject to a review by the Recreation and Parks Department/Citizen Long-range Improvement Committee (CLIC). Non-designated monetary memorial donations will be used to meet current needs of the Recreation and Parks Department as recommended by the Department Director.

Land, Building, Structures and Public Art: Donated land, buildings, structures (including playgrounds) and public art are subject to full review and approval by the Recreation and Parks Department/CLIC and are considered as part of this policy.

CONDITIONS

Installation: Installation of donated park elements, including the donor acknowledgement/memorial plaques, will be coordinated by City personnel (exception approved by City Council). The installation will be scheduled at a time and date as determined by the City so as not to unnecessarily interfere with routine park maintenance activities.

Removal and/or Relocation: This section applies to both existing and new donations. The City reserves the right to remove and/or relocate donated park elements and their associated donation acknowledgments/memorial plaques, when they interfere with site safety, maintenance or construction activities. In the event a donation must be permanently removed, the City will seek an alternative location consistent with this policy. If no such location can be found, the information contained on the memorial may be, at the donor's request, located on a memorial plaque set aside for this purpose at a designated location.

Donation Acknowledgements/Memorial Plaques: Donation acknowledgements and memorial plaques, on any items should be identified for the review and approval by the City, as per the Facility Naming Policy. Acknowledgements and plaques should be of high quality and not be a predominate feature on the item.

PROCEDURE FOR MAKING A DONATION

The City's Recreation and Parks Department office will manage all donations located on city property, with the assistance of the Parks and Facilities Operations Manager.

Application: The donor shall contact the Recreation office to determine whether a donation may be accepted based upon the criteria contained in this policy. If a donation can be accepted, the donor will complete an application form. Applications are available on the website, through the mail or in person at the Community Activity Center office. Completed applications and payment will be made to the Recreation and Parks Department for review and processing.

MAINTENANCE AND REPAIR

The long term care and maintenance of donated elements is important to both the donor and the City.

Life Cycle Care Fund: The establishment of the Life Cycle Care Fund ensures that the City will care for the donation for the estimated life of the donation, or until such time the City determines that the memorial donation must be removed and/or relocated for unforeseen circumstances. The establishment of a Life Cycle Care Fund applies to all donated park elements installed after the adoption of this policy.

The fund is established with the intent of providing a regular revenue source dedicated and sufficient to reasonably maintain future donations for the duration of their expected life cycle. The cost of a donation will include the cost of purchase, installation, administration, and the estimated cost of maintenance sufficiently based upon the expected life cycle for a donated item. The expected life cycle, routine maintenance and element costs are identified in a separate schedule. This schedule is maintained administratively and may be modified from time to time to ensure that sufficient resources are available to maintain donations.

Accordingly, the City will determine the level of maintenance required for the donated property based upon available budget funding and the type of care needed to reasonably maintain the donation.

At the end of the life-cycle term, the donor may choose to extend the life-cycle term by paying for the current value of a new donation and its associated maintenance cost. The city reserves the right to seek a new donor for the donation at the end of the established life cycle should the original donor choose not to renew the donation, or if the City has not been able to contact the original donor.

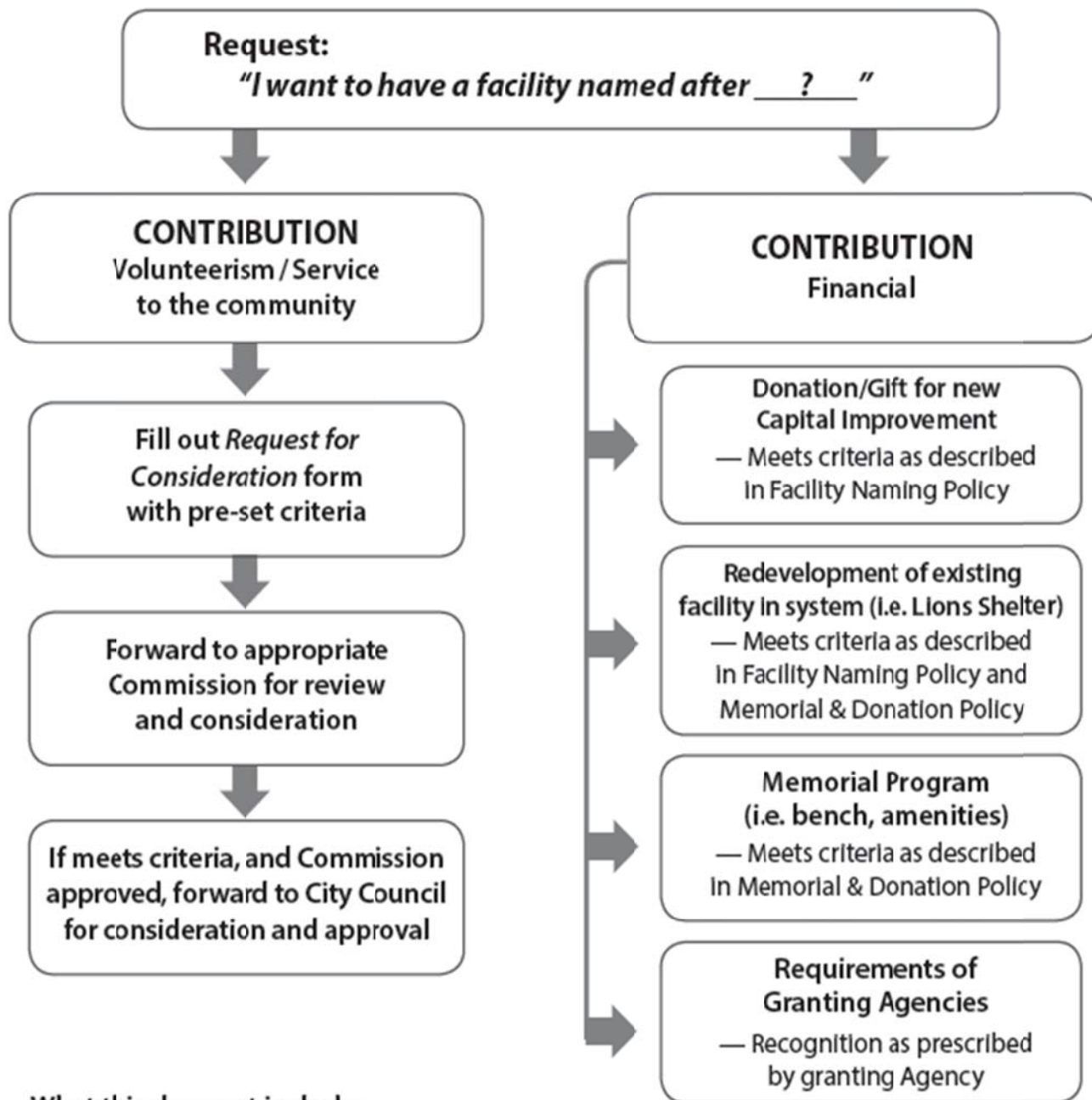
It is the City's interest to exclude certain donations from this policy. Donations with short life spans (5 years or less) are to be replaced and paid for by the donor at the time when the Recreation and Parks Department determines replacement is needed. This policy shall not apply to land or building donations.

Adopted and approved by the Brooklyn Park City Council on June 27, 2016.

Brooklyn Park

Facility Naming Policy

Request for Consideration — FLOW CHART



What this does not include:

— **Sponsorship Program**
Funds contributed toward
a specific program or
event (i.e. Tater Daze)

— **Scholarship Donation**
Name to scholarship
fund, but not facility

— **Advertising Program**
Temporary sign with
specific length of time
for posting

—Please reference Facility Naming Policy and Memorial & Donation Policy for acceptance criteria—

City of Brooklyn Park Recreation and Parks Advisory Commission			
Agenda Item:	8.1	Meeting Date:	August 20, 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		

August 2025

- 1 Brooklyn Park Night Out - canceled due to weather
- 2 Sounds of Africa
- 8 Family Concert at the Farm - Sticks and Tones
- 16 Pedal Jam- Rec on the Go activity
- 21 Back to School Bash
- 22 Happy Hour & Concert at the Farm
- 28 Movie on the Barn

September

- 6 Fall Open Gate Begins
- 6 September Soul event- Central Park
- 13 LatinoFest
- 13 Bee Basics
- 19 Movie Night – HH at the Farm

Farm Summer Open Gate Hours Mon - Wed 10 am – 2 pm | Thurs 10 am – 7 pm | Sat 10 am – 2 pm

Farm Fall Open Gate Hours Sat 10 am – 2pm

Weekly drop-in activities for adults 50+ at the CAC Monday-Friday

Wednesday 2nd & 4th monthly 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 to 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 Men’s group- ages 16- 18-year-old, every Monday, 4:30- 6:30pm at Hamilton Park

Adult Fitness

Summer Adult Fitness classes are wrapping up here at the Community Activity Center. June & July brought in 1,865 visits from our community with August numbers still in progress. We anticipate over 2,200 visits for Summer 2025. We've had great success with our new Brooklyn Park walking group and have extended this new FREE program now through Fall. Fall fitness is open for enrollment with folks excited to keep active.

Adults on the Move

The July - September 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 850 people.

- **Lifelong Learning**
New workshops are being offered this fall in partnership with 4 Brooklyn Park senior living communities and a home health care partner. Living in Your Home, Thriving in Place will take place September 11. Exploring Senior Living Options in Brooklyn Park will take place in October.
- **Living Well Resource Fair**
Save the Date for the 2025 Living Well Resource Fair taking place on Friday, November 14. Only a few exhibitor spaces are open. This is a free community open house for older adults, individuals with disabilities, and care givers. Featuring local exhibitors, informative speakers, and valuable resources to support aging and living well.
- **Solo Seniors**
A New Solo Seniors peer group has met 3 times, is going strong, making connection, and gaining more members. The residents that attended have a number of ideas they would like presented for the group and were appreciative that Brooklyn Park is starting a "Solos" group in our community.
A growing portion of the 50+ population is composed of "solos." These are individuals who cannot or choose not to rely on family to help them navigate life events and make health decisions. Brooklyn Park is starting a "Solos" group. Group members work with each other to create a personal plan for help, support and friendship. Monthly solos group meetings keep members on track and provide an opportunity to learn about resources, build skills and social connections. The group will meet the 3rd Wednesday of the month at the CAC.
- **Trips**
August 5 a group of 50 took an afternoon cruise on Lake Minnetonka. September trips include a Wabasha Caves and St Paul Gangster tour and a trip to the Chanhassen Dinner Theater to see Grease.
- **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

The annual Summer Splash event was on Friday, July 11 at the Community Activity Center. New this year, there was a dunk tank alongside 4 water inflatables and water games for attendees to enjoy. Attendance was at ~300, low attendance was likely due to the thunderstorm.

Jazz in July on July 19 offered music from Brooklyn Big Band, Good News Big Band, and John Penny. Lions Club returned this year to serve beer and wine coolers. La Cocina had food for purchase. There were 190 in attendance.

All Abilities Showcase on July 24 highlighted members of our all-abilities community through art and performance. The community joined us in celebrating all-abilities at the CAC from 6-8pm.

Brooklyn Park Night Out on Friday, August 1 was canceled due to poor air quality.

Sounds of Africa on Saturday, August 2 was moved indoors due to continued poor air quality. Line up included: AfroContIgbo, Driving to Drum, and Gifted Handz. Attendance was at 89. Evaluations from event showed 4.7 in satisfaction.

On August 21, the City of Brooklyn Park in partnership with Ms. Houston's Caring Hands is hosting Back to School Bash from 5-8pm. Through partnerships and donations, there are currently 2,134 backpacks filled with school supplies to giveaway at the event. Event also features face painters, ice cream truck, free food (cooked by the Lions Club) and a community resource fair.

Aquatics

Summer 2025 was a success for the Brooklyn Park Aquatics team. With 160 unique class offerings we were able to serve nearly 800 families/participants from June-August. The 8 sessions of swimming wrapped up on Thursday, August 7. August 11-13 the team is hosting a Lifeguarding course offered to both residents, and members of the aquatics team. This class is full with 6 participants enrolled.

Registration for Fall aquatics will open on Thursday, August 21st at 10AM. School-year sessions begin again in September with offerings on Saturdays, and Monday/Tuesday evenings. The team looks forward to returning to the Brooklyn Middle School pool after a long summer away. The aquatics program is exciting to be recipients & partners with the Outdoor Afro organization which aims to provide scholarships for community members for life-saving water safety skills. The Outdoor Afro partnership will begin this fall and be available through the end of the year.

Adaptive Recreation/ Inclusion Services:

Summer Adaptive Recreation programs wrapped up on August 8, apart from the Adaptive Rec Fridays: Cycling clinic having been re-scheduled to August 20 due to weather conditions. Our Adaptive Recreation and Inclusion Services Team was quite busy this summer and will continue to be as programs wrap up during the month of August. As of the beginning of August, Adaptive Recreation staff served 128 participants for a total of 417.5 contact hours. For Inclusion Services the team had 173 registrations with allergy-medical needs (27 received direct support) and 102 registrations with disability-related needs (50 received direct support) for a total of 9,591.84 contact hours.

The team's two Recreational Therapy Interns wrap up their 15-week, 600 hour internship on Thursday, August 28.

Youth Sports

Lil' Tykes and Tiny Tots on Wednesdays at Norwood Park have wrapped up August 6 and classes will switch back to Saturdays at the CAC this Fall.

Pee Wee Youth Sports Soccer Tuesdays and Thursdays ended on August 7. Program will transition to the CAC on Mondays and Tuesdays at the CAC this fall.

Tobler Gymnastics Summer programming for Youth ages 3 to 14 at Park Center High School is ending and prepping for fall season. Enrollment was up this Spring and Summer.

Park Center Basketball camp enrollment increased this summer session due to early marketing and resources on Peach Jar.

Sanneh Soccer Camp ages 5 – 14 was cut short by summer rain but had good enrollment.

Sanneh Pickleball camp will begin on August 11. Enrollment is 31 of 30 max attendees.

Adult Sports

Adult Softball Summer league is now complete with Doc's Sno Baron's as Champions and LifeRides as runner up. Players are having fun and enjoying their time on the field. Fall Registration has 12 teams registered which is 4 more than last year. League will begin on August 21.

Adult Pickleball Ladder League summer 1 has finished with 18 registered participants. Summer 2 starts August 19.

Historic Eidem Farm

Summer programs, Open Gate, and the Kids Concert Series are wrapping up here at the farm with just over 3,400 visitors from May 17th - August 11th. Preschool Camp at the farm will conclude on August 14th and proved to be a big hit this year with over 135 kids enrolled. Campers enjoyed mornings filled with song circle, churning butter, visiting the farm animals, and exploring the barnyard.

Looking ahead to fall, the Farm will be hosting its third Happy Hour of the year on September 19th in partnership with Heavy Rotation Brewery followed by a showing of Legally Blonde at dusk.

Fall on the Farm is scheduled to take place on October 11, from 12 – 3 pm, where visitors can experience a walking tour of the site on our accessible pathways and stop along the way to try fresh cider from the cider press, go on a hayride, enjoy caramel apple slices, and more! The first floor of the farmhouse will be open to explore, as well as our nature play area, secret garden, and schoolhouse.

Fall program registration opened up on August 6th and includes the second annual Survivalist Series, Goat Yoga, Nature Preschool Day Camps, & Fall Photo-Shoot slots.

Fall open gate hours kick off on September 6th and offers free exploration, story time, and drop-in activities

- Saturday: 10 am - 2 pm

Brooklyn Park Dance

Registration for Brooklyn Park Dance in the 2025-26 school year is open. Regular classes include weekly instruction in ballet, jazz, and tap dance for ages 3-older adult. Specialty classes are offered in classical ballet/pointe ballet, lyrical ballet, hip hop, VIP (very important partner), and turns and leaps. Dance staff are also participating in training for development of a new specialty dance class for dancers with disabilities.

Summer Camp

Summer Camps concluded the summer season on August 7. Highlights from the summer included the addition of a new all-camp Water Works event and a special focus on social-emotional wellness for participants in Teens Outdoors during the "Teens Inside Out-Doors Camp" week. Graduation for the Leaders in Training participants was held on Aug 7 with the young people highlighting what they learned about leadership and their goals for returning to work or volunteer at camp in the summer of 2026.

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 – RETURNS TO ZANEWOOD RECREATION CENTER

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

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

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

ZW Teen open gym: Hoop IT UP! Monday & Wednesdays and Fridays from 6-8pm at Community Activity Center

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

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

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

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

Young men's Group-4:00- 6:00pm, Mondays

Young Women's Group- Fridays 4:00- 6:00pm, Fridays

Young Adult programming

Young Adult Open gym-Wednesdays this summer from 8:00- 10:00pm. \$3 BP resident/ \$5 non-resident at Community Activity Center

Arts, Wellness & Engagement Programming

Sewing 101 – Ages 16 and up

Lakeland Park | 6600 Kentucky Avenue N

Mondays, September 8- October 27

6pm-8pm

\$100

Sewing machines and supplies are provided on site. Limited spaces available, early registration is encouraged.

Title: “September Soul” Arts and Music Festival

Central I Park| 8440 Regent Ave North

Saturday, September 6

2pm-5pm

FREE event for the public!

Dance the evening away to electrifying live Soul music and discover unique local art and food for purchase. Pack a chair, blanket, and some water, and bring the whole family for an evening of soulful vibes and community fun!

Citywide Re-beautification Survey- Give insight in Public Art and classes- Starting in September

K- 5 grade programming

Before and After School K-5th grade Fusion programming

- Session September 2- December 19
- 6:00- 9:00am- Morning Mix
- 3:30- 6:30pm- Afterschool Fusion

Rec on the Go- restarting in September 15- December 19

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 snacks will be provided

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

CITY OF BROOKLYN PARK RECREATION AND PARKS ADVISORY COMMISSION			
Agenda Item:	8.3	Meeting Date:	August 20, 2025
Agenda Section:	Written Reports	Presented By:	Brad Tullberg, Director of Recreation and Parks
Recreation & Parks Director Proposed Action	Directors Report		

Overview:

1. Budget Update

City departments have been working on developing budgets for 2026 and 2027. The process started in July and will wrap up in December. Initial discussions with City Council on the Recreation and Parks budget will take place on Tuesday September 2nd at the work session.

2. Mississippi Gateway Regional Park Grand Opening

The grand opening of the Mississippi Gateway Regional Park will be held Saturday September 6th from 9:0am to 2:00pm. There will be a ceremony and ribbon cutting starting at 9:00am in front of the Visitor Center on the eastern side of the park.

3. CAC Improvement Direction

The City of Brooklyn Park request for \$9.5M in State Bonding dollars to add a multi-court gymnasium to the existing Community Activity Center which was not included in the 2025 bonding package. Almost no local projects were included in this year's bonding package. Staff discussed the CAC project at the July 28 City Council meeting and are planning to make another request for state bonding in the 2026 legislative session.

Attachments:

City of Brooklyn Park RECREATION AND PARKS ADVISORY COMMISSION			
Agenda Item	8.4	Meeting Date:	August 20, 2025
Agenda Section:	Written Reports	Presented By:	Brad Tullberg, Director of Recreation and Parks
Recreation & Parks Director Proposed Action	Recent City Council Agenda Items and Community Engagement		

Overview:

Click on each link below for attachments.

8.4.1 4.9 Authorize Furniture Purchase for Zanewood Recreation Center CC – June 23, 2025
LINK: <https://www.brooklynpark.org/wp-content/uploads/2025/06/ccep062325rm.pdf>

8.4.2 4.6 Authorize Autonomous Mower Purchase for Edinburgh USA CC – July 28, 2025
LINK: <https://www.brooklynpark.org/wp-content/uploads/2025/07/ccep072825rm.pdf>

8.4.3 8.1 CAC Improvement Discussion CC – July 28, 2025
LINK: <https://www.brooklynpark.org/wp-content/uploads/2025/07/ccep072825rm.pdf>

8.4.4 8.2 Hortman Memorial Discussion CC – July 28, 2025
LINK: <https://www.brooklynpark.org/wp-content/uploads/2025/07/ccep072825rm.pdf>

Primary Issues/Alternatives to Consider:

NA

Budgetary/Fiscal Issues:

NA

Attachments:

- 8.4.1 4.9 Authorize Furniture Purchase for Zanewood Recreation Center
- 8.4.2 4.6 Authorize Autonomous Mower Purchase for Edinburgh USA
- 8.4.3 8.1 CAC Improvement Discussion
- 8.4.4 8.2 Hortman Memorial Discussion

City of Brooklyn Park Request for Council Action

Agenda Item:	4.9	Meeting Date:	June 23, 2025
Agenda Section:	Consent	Originating Department:	Recreation and Parks
Resolution:	X	Prepared By:	Brad Tullberg, Director of Recreation and Parks
Ordinance:	N/A		
Attachments:	2	Presented By:	Brad Tullberg
Item:	Authorize Furniture Purchase for Zanewood Recreation Center from Fluid Interiors		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2025-_____ TO AUTHORIZE FURNITURE PURCHASE FOR ZANEWOOD RECREATION CENTER FROM FLUID INTERIORS IN THE AMOUNT OF \$79,879.27

Overview:

On September 23, 2024, the City Council approved the contract for the expansion and renovation of the Zanewood Recreation Center to Donlar Construction not to exceed the amount of \$9,800,000. Through value engineering the final contract with Donlar Construction was reduced to \$9,702,890. The total budget for the Zanewood Recreation Center project is \$10M. The Furniture, Fixtures and Equipment (FF&E) was not part of the construction contract with Donlar. but was part of the \$10M project budget. FF&E was planned to be purchased directly by the City of Brooklyn Park to save the cost of sales tax.

Staff worked with the design architect, Design by Melo, and Fluid Interiors to identify furniture available through the State of Minnesota Cooperative Purchasing Agreements to equip the spaces of the renovated K-5 side of the facility. The renovation of the existing facility for K-5 programs is expected to be ready for use in mid-August. This purchase will equip the K-5 program spaces only. The remainder of the furniture for the newly constructed teen center will be purchased at a later date. The labor for the delivery and installation of the furniture is provided in compliance with the City of Brooklyn Park Prevailing Wage ordinance.

Primary Issues/Alternatives to Consider:

- Recreation & Parks staff recommend the purchase of the furniture as proposed
- The proposal meets the prevailing wage ordinance requirements for the City of Brooklyn Park

Budgetary/Fiscal Issues:

- The Furniture, Fixtures and Equipment were included in the \$10M project budget.

Attachments:

- 4.9A RESOLUTION
- 4.9B FLUID INTERIORS PROPOSAL

City of Brooklyn Park Request for Council Action

Agenda Item:	4.6	Meeting Date:	July 28, 2025
Agenda Section:	Consent	Originating Department:	Recreation and Parks
Resolution:	X	Prepared By:	Brad Tullberg, Director of Recreation and Parks
Ordinance:	N/A		
Attachments:	2	Presented By:	Brad Tullberg
Item:	Authorize Budget Amendment and Purchase of Autonomous Mower for Edinburgh USA		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2025-_____ TO AUTHORIZE AMENDMENT TO THE 2025 BUDGET AND PURCHASE OF AN AUTONOMOUS MOWER FOR EDINBURGH USA IN THE AMOUNT OF \$34,157.25 FROM MTI DISTRIBUTING

Overview:

Recreation and Parks staff have been evaluating the effectiveness and possible implementation of autonomous equipment over the past three years. The facet of the operation that allows for a simple implementation of autonomous equipment is the mowing of the ten acres of turf on the driving range and practice area. The purchase of the Toro Turf Pro 500S will allow the driving range to be mowed while golfers are still using the area. Because the Toro Pro 500S has special cutting technology with guards over cutting blades it will not damage any golf balls that may be in the way while in use. Some additional benefits are:

- The Toro Turf Pro 500S will increase driving range revenue by allowing extended use because the range won't need to be closed to pick up golf balls before mowing. Staff estimate this would allow for an additional \$10,000 of revenue annually.
- It is estimated that the Turf Pro 500S will save an estimated 10-14 staff hours per week in golf ball pickup and mowing operations. An annual savings of \$5,000 - \$7,000 annually.
- The Turf Pro 500S weighs significantly less than a large rough mower decreasing pressure and stress put on the turf, increasing turf health and quality.
- The Turf Pro 500S GPS coordinated operation will provide accurate and organized mowing patterns.
- The Turf Pro 500S is able change to different heights of cut without assistance of mechanic.

Primary Issues/Alternatives to Consider:

- Recreation & Parks staff recommend the purchase of the Toro Turf Pro 550S

Budgetary/Fiscal Issues:

- The Toro Turf Pro 500S is available through Omnia Partners Contract Pricing – Contract #2023261

This request will be funded by making the following amendments to the 2025 budget:

- CEP 6132 – Maintenance utility cart (Unit 8161) in the amount of \$12,000 will be moved to 2026
- CEP 6142 – Range picking utility cart (Unit 8164) in the amount of \$15,000 will be moved to 2027
- The estimated trade-in value of the Toro Workman in 2025 was \$5,000, however the actual trade-in value was \$7,500 for a difference of \$2,500.

- The estimated trade-in value of Toro Sand Pro in 2025 was \$4,000, however the actual trade-in value was \$5,500, for a difference of \$1,500.
- An additional \$3,157.25 will come directly from the Edinburgh USA Enterprise Fund operating budget.

Attachments:

4.6A RESOLUTION

4.6B TORO TURF PRO 500S QUOTE

City of Brooklyn Park Request for Council Action			
Agenda Item:	8.1	Meeting Date:	July 14, 2025
Agenda Section:	Discussion Items	Originating Department:	Recreation & Parks
Resolution:	N/A	Prepared By:	Brad Tullberg, Recreation & Parks Director
Ordinance:	N/A		
Attachments:	N/A	Presented By:	Brad Tullberg
Item:	CAC Improvements Discussion		

City Manager's Proposed Action:

The City of Brooklyn Park submitted a request for 2025 State of Minnesota bonding funds to add a multi-court gymnasium, entrance and corridor improvements and an outdoor event space at the Community Activity Center. The 2025 legislative session wrapped up without funding for the project. Staff have identified options for funding the project and are seeking input from the City Council on which option(s) to pursue.

Overview:

Residents voted to allocate \$2M from the 2018 Park Bond Referendum to improve the entrances and corridors to the Community Activity Center.

The 2023 Minnesota Legislature allocated \$5M in bonding funds for the creation of gym space. This allocated funding must be spent by December 31, 2028.

The CAC Improvements Task Force was created in 2025. The Task Force has heard presentations on several options and has been a resource for the engagement of elected officials to support the 2025 State of Minnesota bonding request. The Task Force will also provide design input once the project begins to move forward.

Staff submitted a bonding request during the 2025 Legislative session for an additional \$9.5M of support to help fund the project. The total project cost is currently estimated to be \$23.5M.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

City of Brooklyn Park Request for Council Action			
Agenda Item:	8.2	Meeting Date:	July 14, 2025
Agenda Section:	Discussion Items	Originating Department:	Recreation & Parks
Resolution:	N/A	Prepared By:	Brad Tullberg, Recreation & Parks Director
Ordinance:	N/A		
Attachments:	3	Presented By:	Brad Tullberg
Item:	Hortman Memorial Requests Discussion		

City Manager's Proposed Action:

Speaker Emerita Melissa Hortman and Mark Hortman tragically lost their lives on June 14, 2025. Staff have received a number of requests from community members about ways to honor their legacy. Staff will share some information on naming policies and opportunities for memorials. Staff will also be seeking guidance from the City Council about the level of involvement they would like to see from city staff and the process to consider community requests.

Overview:

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

- 8.2A POLICY ON NAMING FACILITIES
- 8.2B MEMORIAL AND DONATION GUIDELINES
- 8.2C FACILITY NAMING POLICY FLOWCHART

City of Brooklyn Park RECREATION AND PARKS ADVISORY COMMISSION			
Agenda Item	9.2	Meeting Date:	August 20, 2025
Agenda Section:	Discussion Items	Presented By:	Brad Tullberg, Director Recreation and Parks
Recreation & Parks Director Proposed Action	Remote Participation by Commissioners in Meetings		

Overview:

Director Tullberg will lead the discussion regarding the rule change of remote participation by Commissioners in monthly meetings.

Discussion will highlight the advantages and disadvantages.

Primary Issues/Alternatives to Consider:

NA

Budgetary/Fiscal Issues:

NA

Attachments:

9.2 A Memo from Devin Montero, City Clerk

MEMORANDUM

To: Commissions Staff Liaisons
From: Devin Montero, City Clerk
Date: June 4, 2025
Re: Remote Participation by Commissioners in Meetings

Here are the updated rules for allowing a board or commission member to participate remotely in a meeting:

1. At least one member of the commission must be physically present at the regular meeting location.
2. All members of the commission participating in the meeting, wherever they are located, must be able to hear and see one another and hear and see all discussion and testimony presented at any location where each member is present.
3. Members of the public present at the regular meeting location must be able to hear and see all discussion and testimony and all votes of members of the commission.
4. All votes must be conducted by roll call and properly recorded.
5. If there is a member of the commission participating remotely, a statement should be read after roll call by the Chair (or acting Chair) to identify the commissioner(s) participating in the meeting by interactive technology pursuant to Minnesota Statutes, Section 13D.02.
6. 3 days' notice must be given of the fact that Commission members may be participating remotely in an upcoming meeting.
7. To the extent practical, the public should be allowed to monitor the meeting electronically from a remote location.
8. If a quorum of a commission is physically present at the regular meeting location, the public must also be allowed to be physically present at the meeting. Otherwise, the public can be required to participate remotely.

Reminders:

- Make sure the website has correct info about your commission's meetings. Make a Communications request if you need the website page for your commission or the website calendar updated.
- Consider sharing information on how to join a MS Teams meeting with your commissioners
- When you create the Quorum notice, please note that members may be joining remotely.

ATTACHMENTS:

- Example Commission Notice
- Example Statement

*** * NOTICE * ***
CITY OF BROOKLYN PARK
PLANNING COMMISSION

**THE JUNE 11, 2025,
PLANNING COMMISSION MEETING
WILL BE HELD AT 6:00 P.M.**

BROOKLYN PARK CITY HALL
COUNCIL CHAMBERS
5200 85TH AVENUE NORTH
BROOKLYN PARK, MN 55443

**PURSUANT TO MINNESOTA STATUTES,
SECTION 13D.02,
COMMISSIONER XXXX
MAY BE PARTICIPATING IN THE
PLANNING COMMISSION MEETING
BY INTERACTIVE TECHNOLOGY**

Members of the public can monitor the commission meeting by calling 1-218-302-5973 and entering Meeting ID: XXX XXX XXX and then pressing # when you are asked to enter a Participant ID.

Devin Montero, City Clerk
June 4, 2025, 3:00 p.m.

Chair's Opening Statement re: Meeting by Interactive Technology

(To Be Made Immediately After Calling the Meeting to Order and Taking Roll Call)

As previously noticed, Commissioner xxxxxxxx of the Planning Commission will be participating in the Planning Commission meeting by interactive technology pursuant to Minnesota Statutes, Section 13D.02 rather than in-person at the Planning Commission's regular meeting place at City Hall, Council Chambers, Brooklyn Park, Minnesota. I am physically present in the Council Chambers along with Commissioners xxxxxxxx, xxxxxxxx, xxxxxxxx, xxxxxxxx, and xxxxxxxx. All Commissioners can hear one another and can hear all discussion and testimony. Members of the public can monitor the work session by calling 1-218-302-5973 and entering Meeting ID: XXX XXX XXX and then pressing # when you are asked to enter a Participant ID.