

WEDNESDAY, APRIL 15, 2009
RECREATION & PARKS ADVISORY COMMISSION

1. The Recreation & Parks Advisory Commission was called to order by Chairperson, Andrew Reinhardt.

Commission Members present:

James Brekke, At-Large
Reubenna Cooley, At-Large
Deborah Everson, At-Large
Dean Heng, City Council Liaison
Paul Hartzell, At-Large
Rob Jacobs, At-Large
John Holm, Planning Commission Liaison
Seyon Nyanwleh, At-Large
Jeanne Qualley, At-Large
Andrew Reinhardt, At-Large
Brian Rogers, At-Large
Kimberley Sundy, At-Large

Commission Members absent:

Ashley Anderson, Student Representative
Matthew Cooklock, At-Large
James Driste, At-Large

Staff Members present:

Jon Oyanagi, Recreation & Parks Director
Mary Pat Black, Parks & Facilities Manager
Mark Palm, Facility Coordinator
Gina Grynewski, Program Supervisor
Michelle Margo, Recreation Center Supervisor
Jan Ficken, Recreation & Services Manager
Barb Stewart, Secretary

Others:

Elizabeth Fisher, President/Brooklyn Historical Society

Chairperson, Andrew Reinhardt introduced and welcomed new Planning Commission Liaison, John Holm.

The current RPAC roster and inserts for Commission guidebooks were handed out.

2. **APPROVAL OF APRIL 15, 2009 RPAC AGENDA**

Motion, Brian Rogers; Second, Kim Sundy, to move agenda item Brooklyn Historical Society Lease Space from New Business to first item under Old Business. Motion unanimously approved.

Motion, Rob Jacobs; Second, Deborah Everson, to approve the April 15, 2009 RPAC agenda. Motion unanimously approved.

3. **APPROVAL OF MARCH 18, 2009 RPAC MEETING MINUTES**

Motion, Paul Hartzell; Second, Brian Rogers, to approve the March 18, 2009 RPAC minutes. Motion unanimously approved.

4. **OLD BUSINESS**

 **BROOKLYN HISTORICAL SOCIETY – LEASE SPACE**

Director, Jon Oyanagi, stated the Recreation and Parks and Brooklyn Historical Society staff have met several times to discuss their respective organizations and possible leasing of the Recreation & Parks Department upstairs office space. Due to staff reductions and shifting of staff there is office space available for rent and the opportunity to generate approximately \$700 per month in revenue. The YOC staff is currently using some office space upstairs and will be moving to either the Zanewood Recreation Center or the downstairs office area.

The Brooklyn Historical Society is currently housed in a small office in Brooklyn Center and this new location will fit their needs to serve both Brooklyn Park and Brooklyn Center, and brings with it the ideal opportunity to enter into a compatible and successful partnership.

Both parties are working on negotiations for a three year lease with the lease beginning July 1, 2009. This evening, staff is asking for comments, feedback, questions and a recommendation from Commissioners to bring to the City Council at their April 27 meeting.

Commissioner, Paul Hartzell asked if historical artifacts will be stored onsite and if so, who would be liable for damage or theft. Brooklyn Historical Society President, Elizabeth Fisher stated they may store some artifacts but she does not anticipate any damage or theft issues. The offices are separate from the public and will be secured with access only via a card. In the future, rotating displays may be set up in the upper offices as the site gains exposure through public events such as open houses, word of mouth, and local media exposure. Elizabeth stated the intent is to use the office area for administrative functions while staff goes out into the community to take oral histories. In addition, the public can come to their offices to collect historical information and search archive records. Staff is working on expanding their services into a genealogy research center and envisions that the public will eventually be able to do their own research onsite.

City Council Liaison, Dean Heng asked if the outside signage located at the Community Activity Center (CAC) will include the Brooklyn Historical Society's name. Jon stated signage is addressed in the lease agreement upon prior approval by the city. Jon stated that both the North Metro Youth Hockey Association and Figure Skating clubs currently use the Community Activity Center address on their documents and materials but we do not advertise them through signage.

Motion, Jeanne Qualley; Second, Brian Rogers, to accept the recommendation to enter into a lease agreement between the Brooklyn Historical Society and City of Brooklyn Park. Motion unanimously approved.

Elizabeth expressed her thanks to the Commission for inviting her this evening and is looking forwarding to partnering with the city.

COMMUNITY ACTIVITY CENTER REPORT

Facility Coordinator, Mark Palm and Program Supervisor, Gina Gryniewski gave a power point presentation (see attached) on the Community Activity Center and then opened the floor to discussion.

City Council Liaison, Dean Heng asked what the impact is to recreation programs when the Armory Guard increases their use of the gym next year. Gina stated it will make little impact because the majority of recreation programs are held during the week while the Armory will be increasing their usage of the gym on weekends.

Dean asked who is responsible for maintaining the Armory Gym floor. Parks & Facilities Manager, Mary Pat Black stated that originally the Armory Guard had the cement floor installed and would have left it that way. Because the city made the decision to install the gym flooring for recreational use, the city covers the costs to maintain the floors.

Dean asked if the CAC and recreation programs are meeting their expenses through generated revenue. Mary Pat stated the CAC expenses and revenue is allocated through the General Fund and no, revenue does not cover all expenses. The Ice Arena is allocated through a separate fund and yes, revenue does cover expenses. Director, Jon Oyanagi stated it is important to remember that the Community Activity Center and Ice Arena are public entities and, although it is great if they make a profit, it was never the City Council's intention to enter into the business of making profits.

Dean expressed his concern in changing the Brooklyn Park Figure Skating Club name to Three Rivers Figure Skating Club. Jon stated the club wants to make sure that their doors are open to everyone in the region rather than coming across as 'exclusive to Brooklyn Park' and made an internal decision to change their name. The confusion with the Three Rivers Park District was the main concern.

Commissioner, Seyon Nyanwleh asked how much money is generated annually through recreation activities. Mark stated \$1 million in revenue is generated at the CAC.

Seyon asked when soccer is offered. Mark stated recreation programs are designed for soccer, softball and baseball throughout the year. In addition, a full time staff member works in a liaison role directly with all of the athletic associations. This report strictly addresses the CAC and not the other functions of the department.

Commissioner, Brian Rogers asked if the number of fire sale ice has increased, decreased or remained the same throughout the year. Mary Pat stated sale numbers have remained about the same. The fire sale ice hours are posted on the city's website, is well known amongst the hockey associations and we have customers who consistently call to book those hours.

Planning Commission Liaison, John Holm asked how the fire sale ice prices are arrived at. Mark stated the price is based upon non-prime hour ice time and seasonal demand.

YOUTH OPPORTUNITIES COALITION UPDATE

Recreation & Services Manager, Jan Ficken stated the last update provided to Commissioners was in February, 2009.

The Coalition encompasses four areas:

The Youth Opportunities Coalition (YOC) was formed in 2007 to bring the different youth organizations together to better coordinate youth services.

The Brooklyn Bridge Alliance for Youth was formed in 2008 to bring together governmental youth-serving agencies to oversee, direct and guide energies towards youth development initiatives.

The YOUnited4Youth Council was formed in 2008. This 21 member appointed youth council brings youth together from all of the high schools in Brooklyn Park and Brooklyn Center and offers youth a voice in plans and programs that serve them.

Six goals have been identified in the plan:

- ▶ Safe Places
- ▶ Transportation
- ▶ Employment
- ▶ Communication
- ▶ Stronger Intergenerational Opportunities
- ▶ Teen Crime

The adults and youth are working together to address these goals. The Safe Place Team is focusing on the Zanewood Recreation Center start-up and identifying other potential places. Commissioner, Brian Rogers serves on the Transportation Team which has been researching the types of transportation needed for youth, searching out the use of vans and looking at liability issues. One of their goals is to reach youth throughout the city via four main routes with transit spots in the north, central west and east districts.

The Employment team held a career speed working event on Saturday, March 28. The team from Carlson School of Management, including staff members Matt Norris and Kate Hanson are working on a plan to get a teen run shop/storefront up and running. The shop is named the 'A List' and all of the employees will be teens. They are writing business plans, and recently won a \$10,000 contest. They are now talking to potential sponsors to assist in funding this storefront.

The Communications Team is researching broadcast text messaging abilities and the best ways to reach large groups of teens three or four times a month.

The Intergenerational Team has held three events on January 19, February 16, and March 25. These meetings brought together teens and seniors for information sharing.

The Teen Crime Team is working diligently with the Police Department to get the teen programs set up at the Zanewood Recreation Center. Director, Jon Oyanagi and Youth Coordinator, Pat Milton spoke in Rochester on April 8 to address juvenile crime issues with police chiefs attending from across the state. They provided a good perspective and need for recreation and youth engagement. Michelle stated her teen staff has been contacting teens at a variety of locations throughout the city to talk with them about crime and get their feedback. Their feedback will be used to put together the most effective programs to curb youth violence and has been shared with the Brooklyn Park Police Department who has found this information helpful. Jan stated the work Michelle and her staff have been doing is very important and is excited to see the results.

Commissioner, Seyon Nyanwleh asked how many kids were interviewed and who they were. Michelle stated the interviews represents the youth of Brooklyn Park and were conducted through a variety of sources including a consensus workshop wherein each youth wrote down their thoughts and created their individual themes; school referrals; youth who have participated in teen activities; youth contacted at the schools during the week; and youth who volunteered to be interviewed. Seyon asked if there are plans to go outside of the schools to interview youth. Michele stated the Zanewood Recreation Center was added as an interview location because it was not a school.

City Council Liaison, Dean Heng stated he has received comments from adults that the Zanewood Recreation Center was originally designed as a community center for everyone and is now primarily a teen center. In addition, the adults do not feel comfortable mixing with youth in such a small space. Planning Commissioner, John Holm expressed his view of the positive impact those adults and seniors could have on the youth at the Zanewood Recreation Center. Michele stated that staff is working on designing intergenerational activities to offer both teens and seniors. Although there are some specific times that the center is allocated to youth, the Zanewood Recreation Center remains a community center and welcomes and offers recreation opportunities to all ages.

GOLF COURSE UPDATE

Facilities Manager, Mary Pat Black reported that both the Brookland Executive Nine and Edinburgh USA golf courses opened on Tuesday, April 14. The ‘first tee off’ event was held on April 15 with City Manager, Jamie Verbrugge; Golf Manager, Don Berry; and local kid turned World Series Champion, Tim Laudner teeing off on the course. Golfers were out teeing off over the weekend and both golf course sales have surpassed sales at this same time last year.

The Edinburgh USA golf course will see some changes this year including:

- Reduction in two personnel positions; 1 fulltime Pro Shop position shifted to part time and elimination of 1 fulltime maintenance position.
- To reduce staff time and fuel costs, the decision has been made to cut down on the mowing by one-third.
- Implementation of a youth/high school student season pass they can purchase for the summer and enjoy unlimited golf.
- Hosting the First Annual Golf Tourney for Juniors.
- The new Edinburgh USA website will ‘go live’ by April 24.
- A new live ‘tip of the month’ will be added to the website.
- In the past, Edinburgh has contracted out to have annual flowers planted at the golf course each year. This year, an “in-house” Master Gardener designed a perennial planting plan for the flowers at Edinburgh rather than planting annuals. This will bring an annual cost savings on planting to the golf course.
- John Lindeman is doing a great job supervising both the inside and outside the Executive Nine golf course. This is John’s second year.
- Executive Nine has installed and implemented a software program to schedule online tee times.
- Volunteers will plant outdoor annual flowers this year and plans are in place to change from annuals to perennial plants next year.
- The 2nd Annual Tater Tot Classic will be held at Executive Nine this year.

DOG PARK UPDATE

Director, Jon Oyanagi updated Commissions on the new Dog Park stating that the park should be open to the public by April 30. Fencing and signage will be installed within the next two

weeks. In addition waste receptacles, a receptacle for donated plastic bags and a picnic table will be put in place. Staff has received calls from the public stating they are excited and anxious to begin using the new Dog Park.

EIDEM HOMSTEAD UPDATE

Recreation & Services Manager, Jan Ficken provided a brief update on the Eidem Homestead. Commissioners were informed that although the Eidem Homestead budget for 2009 has been reduced and programs and activities will not be as extensive, programming will continue at the Farm and the public will have the opportunity to visit the Farm May – December. Scheduled events include:

Tours – Begin May 15

Afternoon Tea – June 18, July 9 & 23, August 6

Summer Open Houses – Every Wednesday, June 17 – August 12

Bluegrass Concert – July 14

Teddy Bear Band Concert – August 11

Critter Camp – August 10 -13 and August 17-20

Eidem Family History Day – July 25

Apple Cider Day with 1860's Baseball Exhibition – September 20

Fall on the Farm – October 18

Halloween 1900 Style – October 30

An Old Fashioned Farm Christmas – December 5 & 6

5. **NEW BUSINESS**

2008-2009 RECREATION AND PARKS ADVISORY COMMISSION ANNUAL REPORT TO THE CITY COUNCIL

Director, Jon Oyanagi stated the 2008-2009 Recreation and Parks Advisory Commission Annual Report will be presented to the City Council on Monday, April 27 at their regular meeting. This annual report covers the work performed by the RPAC in 2008 and upcoming work plans for 2009. Commissioners received a power point and draft report in their packets and Jon asked if Commissioners have comments, changes or suggestions that they please email either Chairperson, Andrew Reinhardt or Jon Oyanagi prior to the April 27 meeting. Andrew encouraged Commissioners to attend the meeting stated this is a good opportunity for them to interface with the City Council.

BASS CREEK PARK PLAYGROUND REPLACEMENT

Parks & Facilities Manager, Mary Pat Black provided background information on Bass Creek Park which is located south of Home Depot on Boone Avenue. Currently the playground equipment is located off of 62nd Avenue and is scheduled to be replaced in 2009. Because of ADA issues, relocation of the playground is necessary to eliminate the accessibility issues that the current location presents. Staff is suggesting the playground equipment be relocated near the tennis courts. Costs to install the new equipment is estimated at \$25,000. Staff have received several proposals and park designs from various playground manufacturers and those designs were set up for display. Mary Pat asked that Commissioners take the time this evening to review those designs and rate their first, second, and third choices. Following their review and design selections, Mary Pat stated staff will tally up the Commissioners top three choices and bring them to a future neighborhood meeting for discussion.

Commissioner, Rob Jacobs asked how many people will attend the neighborhood meeting. Mary Pat stated that attendance at neighborhood meetings varies and depends upon how controversial the agenda item is.

Commissioner, Seyon Nyanwleh asked if this means there will no longer be a Bass Creek Park and has the City Council approved the change in playground equipment location. Mary Pat stated although the playground equipment is being moved, the park itself will definitely remain. In addition, the City Council has approved these plans for the playground equipment, included it in the CIP and the funds for the project will be allocated through the OSLAD Fund.

Commissioner, Kim Sundy asked what the project timeline is. Mary Pat stated the project should be completed by mid-July.

Commissioner, Brian Rogers asked how many of the design companies are locally located. Mary Pat stated that all of the companies contacted have local representatives.

Mary Pat stated she will continue to update the Commissioners on the Bass Creek project and will notify them of the date when the neighborhood meeting will be held.

ZANEWOOD YOUTH PROGRAMMING

Recreation Center Supervisor, Michelle Margo provided an update to Commissioners on the Zanewood Recreation Center (ZRC) and youth programming. When Michelle first began working with the youth at the ZRC, the location held a summer camp program, preschool program and rented out space. Since that time, staff has reached out to the youth asking them what they want and staff has been adjusting teen programming based upon their feedback since October, 2008. Some of the changes requested by the youth and implemented include:

- Open Gym from 7:30 – 8:30 p.m. on Sundays
- Youth Basketball
- Mentoring Programs
- Summer Camp
- Teen program in the evenings
- Working with new communications techniques

Staff has been creating collaborations and working with other groups including the YMCA and the Brooklyn Park Police Department to design teen programs at ZW.

Staff has reached out to 16,000 kids this year through the after school programs at Northview, Brooklyn Junior and Zanewood Rec Center. In doing so, we are learning how to reach and talk to youth. A survey was completed asking youth what they would like to see offered at the ZRC and where they think violence and crime is coming from. From that survey staff has found that the kids really wanted to see the gym open and available to them. By opening the gym, the ZRC went from having a few kids involved to 60-70 kids coming into the center. The number one issue for the youth that came out of the workshop was the need for transportation. The kids are afraid to be walking the city and need transportation to and from the center.

Commissioner, Brian Rogers asked what last week's evening hours attendance number was over the spring break. Michele stated the ZRC saw 120 kids come into the center during that time.

Brian Rogers stated this is a large group of kids who need a safe place to go and he would like to see the numbers grow threefold. Transportation is the number one problem of kids getting to the ZRC to attend the programs and activities. Brian welcomed any ideas for summer transportation and asked that Commissioners email him with any suggestions.

Commissioner, Seyon Nyanwleh thanked Michele for her update and reported that he was at the ZRC on Monday, observed the youth using the pool table and he plans on being there tomorrow to check out the basketball court.

City Council Liaison, Dean Heng stated there are many kids who are not athletic or comfortable playing sports and the importance in not making sports the main attraction at the ZRC. Other opportunities such as a photo club would open the door to many other kids. Director, Jon Oyanagi stated a formal photo program will be offered at the ZRC in the near future. Michele stated the recreational opportunities offered are those requested by the youth themselves and include a wide variety of activities including WI, dance revolution, dance hero, etc. For instance today they were dancing and performing hip/hop in the afterschool program. That brings a variety of music to the youth and from this, they have requested another session of African dance to be offered next week. A lot of the time they like to just hang out with each other.

Recreation & Services Manager, Jan Ficken reported that staff submitted an application for a 21st Century grant. That three-year grant was approved with the money specifically delegated to focusing on junior high youth beginning in August, 2009. Specific funds are allocated to creative art activities in this grant that will provide those types of programs at the ZRC.

Michele encouraged Commissioners to visit the ZRC to see what is going on there. It's amazing to watch the youth come and join in activities together. Seyon asked what activities pulls the most kids. Michele stated it all depends on the day and the group of kids. Yesterday there were 75-100 kids and today there may be 15-20. Staff sees those numbers increase during basketball season and realizes the gym is a very important piece of the center. Right now the youth are recreating inside, outside and all over the center.

Michelle invited staff and Commissioners to attend the Cinco de Mayo event on Saturday, May 2 from 11 a.m. – 3 p.m. at the ZRC.

Commission, Reubenna Cooley stated Michele's report on the ZRC was awesome and thanked her for updating the Commissioners.

6. **OTHER ITEMS**

Tennis Courts

Commissioner, Seyon Nyanwleh stated since last month's RPAC meeting regarding the tennis courts discussion, he visited both Norwood and Lakeland parks to take photos of the tennis courts. Although the Norwood park tennis courts are in very bad shape, the Lakeland Park tennis courts are not that bad. Seyon recommended repairing the Lakeland Park tennis courts and asked if the basketball court there could also be repaired. Chairperson, Andrew Reinhardt thanked Seyon for checking out the parks and asked that he keep his notes to address this issue in the next month or so. Director, Jon Oyanagi stated a motion was made at last month's meeting to remove the tennis courts at both Norwood and Lakeland parks, and to discuss a tennis court master plan at a future RPAC meeting.

Beverage Vendor

Commissioner, Brian Rogers asked who has the vending contract for carbonated soft drinks in the city parks and facilities. Parks & Facilities Manager, Mary Pat Black stated although there was a contracted vendor for the parks at one time, that vendor backed out due the amount of vandalism to the machines that occurred. Staff thought it was safe putting the machines in cages but that did not stop the vandalism. The city facilities vendor contract will come up for renewal in 2011.

Tater Daze

City Council Liaison, Dean Heng reported that there will be a new obstacle course for kids to drive their big wheels on this year. The kids have to bring their own big wheels and he asked Commissioners and staff to notify him if they know of anyone who has one to donate. The course will be located on a portion of the church parking lot and include tunnels and bridges to ride through.

Drum & Bugle Corps

Chairperson, Andrew Reinhardt stated the City has generously donated the gymnasium to start a drum and bugle corps offered through the Brooklyn Park Lions Club. This corps has an official board set up and is free and open to all youth. Andrew stated the drum and bugle corps is the only band from this area performing at the international Lions convention and parade this year and asked that Commissioners refer to him any kids who might be interested in joining.

RPAC

Commissioner, Seyon Nyanwleh asked what steps he should take to add an agenda item onto a future RPAC meeting. Chairperson, Andrew Reinhardt advised Seyon to email the item to either Barb Stewart or Jon Oyanagi prior to the meeting.

Clean up the Park

Parks & Facilities Manager, Mary Pat Black encouraged those Commissioners who are interested to join in the Clean Up the Park event to begin on Saturday, April 25.

7. ADJOURNMENT

Motion, Seyon Nyanwleh; Second, Reubenna Cooley, to adjourn. Motion unanimously approved.

Annual Report 2008-2009



Parks and Recreation Advisory Commission



Recreation and Parks Advisory Commission Members

- o Andrew Reinhart, Chair
- o Brian Rogers, Vice Chair
- o Dean Heng, City Council Liaison
- o John Holm, Planning Commission Liaison
- o James Brekke
- o Matthew Cooklock
- o Reubenna Cooley
- o Jim Driste
- o Deborah Everson
- o Paul Hartzell
- o Rob Jacobs
- o Jeanne Qualley
- o Kimberley Sundy
- o Seyon Nyanwleh
- o Ashley Anderson, Youth Representative

The Year in Review

- o Recreation and Parks Department Strategic Plan was developed and approved
- o Zanewood Recreation Center proposal to work with Police and community partners to create a full-time, safe place that is the "Center of Community"
- o Introduced the SilverSneakers exercise program
- o Informed of Girvan Grille and other changes at Edinburgh USA

Year in Review Continued

- o Proposed Tobacco-Free Parks
- o Celebrated the Hamilton Park building grand opening
- o The Splash Pad concept was introduced
- o Signature architecture and parks concept was introduced
- o Celebrated the 25th anniversary of the Community Activity Center



Year in Review Continued

- o The annual park tour went outside the city to view the artificial turf sports field and millennium garden in Plymouth, the splash pad in St. Louis Park, and the dog park in Crystal
- o The caterer expansion at the Community Activity Center from one to four
- o Input into the 2009 Budget
- o The Monroe Park Soccer Field idea was discussed

Year in Review Continued

- o The Community Garden idea became a reality
- o The off-leash dog exercise area became a reality
- o Changes to the winter warming hours schedule were recommended
- o A new geocaching policy was created

Year in Review Continued

- o A Marketing Plan for the department was recommended
- o The lease of office space at the Community Activity Center was discussed
- o A first look at a master plan for tennis courts was discussed

2008 - 2009 Projects

- o New electronic sign at Edinburgh USA
- o Central Park Phase III – basketball courts, rest room building
- o Hamilton Park Building 
- o Willowstone Park Building
- o New playgrounds at Sunkist Park and Maitland Park
- o Remodel Public Rest Rooms at Clubhouse

2009 Work Plan

- o **January 21 (Edinburgh Clubhouse)**
- o Recreation and Parks Department Work Plan
- o City Comp Plan
- o Work Plan Review
- o Summer Program Ideas
- o Clubhouse Tour / Management Agreement Overview
- o Development Plan Review
- o Elections
- o **February 18**
- o YMCA Update
- o Off-Leash Dog Exercise Area
- o Geocache Policy
- o 2009 Park Project Update



2009 Work Plan Continued

- o **March 18 (Zanewood Recreation Center)**
- o Marketing Plan update
- o Huntington Pointe Discussion
- o Strategic Plan Update
- o 2010-11 Budget – Operating and Capital Proposals
- o Clean Up the Park Preview
- o Tennis Court Master Plan
- o **March 23**
- o Presentation of Plaques to outgoing Commissioners

2009 Work Plan Continued

- o **April 15**
- o CAC Report
- o YOC Report
- o Golf Course Update
- o Dog Park Update
- o Eldem Homestead Update
- o Brooklyn Historical Society – Lease Space
- o 2008-2009 Annual Report to City Council
- o Bass Creek Park Playground Replacement
- o Zanewood Youth Programming
- o Development Plan Review
- o **May 20**
- o 2010 Fees and Charges
- o Recreation-Summer Preview
- o Park Project Updates
- o Joint Goal Setting with City Council
- o Development Plan Review

2009 Work Plan Continued

- o **June 17 – Village Creek**
- o Recreation – Program Update
- o Fall/Winter Program Ideas
- o Joint Goal Setting Recap
- o Park Project Update
- o July Tour Preview
- o Development Plan Review
- o **July 15 (Park Tour)**
- o **August 19**
- o No Meeting Scheduled