



AGENDA

Parks, Recreation and Environmental Commission (PREC)

May 5, 2021, 6:30 p.m.

ELECTRONIC MEETING VIA ZOOM

Due to COVID-19 and pursuant to Minnesota Statutes Section 13D.021, this meeting is taking place electronically via Zoom.

- **Watch the meeting electronically:** To observe the meeting electronically, visit www.newbrightonmn.gov or tune into CTV Channel 8023 (CenturyLink) or Channel 16 (Comcast).
- **Join the meeting electronically:** Due to the limitations of our meeting software, we kindly ask that you join the meeting electronically only if you need to interact with our elected officials or staff. To join the meeting electronically, visit: <https://us02web.zoom.us/j/86807375776?pwd=WnV6NFFsOGZHQ1VoK2lubmZZNms5UT09>
- (no app needed) or use your Zoom app to join by entering Meeting ID: 868 0737 5776 and Passcode: 082910

I. Call to Order

II. Roll Call

- | | |
|---|--|
| <input type="checkbox"/> Chair Matt Johnson | <input type="checkbox"/> Commissioner Amelia Kuiper |
| <input type="checkbox"/> Vice-Chair Michael Spooner | <input type="checkbox"/> Commissioner Kristin Hicks |
| <input type="checkbox"/> Commissioner Ahmed Abdiwahed | <input type="checkbox"/> Commissioner Julia O'Rourke |
| <input type="checkbox"/> Commissioner Pauline Alfors | <input type="checkbox"/> Commissioner Charles Warner |
| <input type="checkbox"/> Commissioner Gary Bank | <input type="checkbox"/> City Staff Members |

III. Approval of Agenda

IV. Approval of the April 7, 2021 Minutes

V. Business Items

A. Vaccine Distribution Update – Jennifer Fink, Director of Parks and Recreation

** A quorum of the City Council may be present.*

- B. Facility/Park Naming Policy Discussion** – Jennifer Fink, Director of Parks and Recreation
- C. Midtown Village Playground RFP Update** – Jennifer Fink, Director of Parks and Recreation

VI. Announcements

- A. City Council Report** – Emily Dunsworth, City Councilmember
- B. PREC Chair Updates** – Matt Johnson, Chair
- C. Department Happenings and Upcoming Events** – City Staff

VII. Adjournment



MINUTES

Parks, Recreation and Environmental Commission

April 7, 2021 City Hall

Council Chambers 6:30 p.m.

I. Call to Order

The meeting was called to order at 6:30 p.m. by Chair Johnson. Due to the COVID-19 pandemic this meeting was held virtually.

II. Roll Call:

Members Present: Commissioners Ahmed Abdiwahed, Pauline Alfors, Gary Bank, Kristin Hicks, Amelia Kuiper, Matt Johnson (Chair), Julia O'Rourke, Michael Spooner, and Charles Warner.

Members Absent: None.

Also Present: Director Jennifer Fink and Council Member Emily Dunsworth.

III. Approval of Agenda

Motion by Alfors, seconded by O'Rourke to approve the agenda as presented. A roll call vote was taken. Motion carried 9-0.

IV. Approval of Minutes

Motion by O'Rourke, seconded by Alfors to approve the March 3, 2021 minutes as presented. A roll call vote was taken. Motion carried 6-0-3 (Commissioners Abdiwahed, Hicks and Spooner abstained).

V. Business Items

A. Introduction of New Commissioners

Director Fink welcomed newly appointed Commission members Ahmed Abdiwahed, Kristin Hicks and Michael Spooner to the PREC Commission. Each new member introduced themselves to the group and discussed why they wanted to be a part of the PREC Commission. Chair Johnson stated he looked forward to working with and getting to know the new Commission members.

B. Department Orientation and Refresher – Jennifer Fink, Director of Parks and Recreation

Director Fink stated on a yearly basis, staff will strive to provide a generalized department overview at the beginning of the service year (April through the following March). This

allows new Commissioners to learn about the department and experienced Commissioners to learn about any department changes. An organizational chart was reviewed with the Commission. Staff shared additional information regarding the Parks and Recreation Department, discussed important contact numbers, and provided an overview on the programs that were being provided to the community.

Discussion included:

- The Commission thanked staff for completing a recent article that addressed the City's sustainability initiatives.
- The Commission suggested the City consider creating an environmental comprehensive plan with an overview and goals.
- The Commission recommended diversity and inclusion be promoted throughout City programming.
- Staff discussed the revenues the City received from 2020 from the golf course.
- The Commission supported staff providing the group with demographic information on who was participating in City programs and who was not.
- Further discussion ensued regarding when in-person meetings would be held.

C. Discussion about Chair and Vice Chair Positions - Jennifer Fink, Director of Parks and Recreation

Director Fink requested the Commission make a recommendation to the City Council for the Chair and Vice Chair positions.

Chair Johnson stated he would be willing to continue to serve as Chair, but was willing to step aside if someone else wanted to serve.

Commissioner Spooner stated he was willing to serve as the Vice Chair noting he would like to take on some sort of leadership role with this group.

VI. Announcements

A. City Council Report – Council Member Emily Dunsworth

Councilmember Dunsworth provided the Commission with an update from the City Council. She welcomed the new members and thanked them for being willing to serve the community. She reported the City Council received an update from its legislative delegation at its last meeting. She explained the Council continues to discuss short term rentals (Airbnb, VRBO, etc.) to address some of the issues that occurred last year. She provided the Commission with a brief summary on the language included within the proposed short term rental ordinance. She explained a number of surrounding communities already have short term rental ordinances in place. She noted the Council would be enhancing some of the HVAC units at the Community Center and was discussing how to thoughtfully implement the Parks Comprehensive Plan. She was of the opinion there was a lot of support from the Council to implement the plan and to determine how the park improvements would be financed. She noted there would be a mass vaccination clinic held at the Minnesota State Fair Grounds and explained New Brighton residents could sign up for this clinic.

B. PREC Chair Updates – Matt Johnson

Chair Johnson stated a new brochure was sent out by the New Brighton Parks and Recreation Department. He thanked staff for their tremendous efforts to maintain the City's parks as the weather has changed from winter to spring.

C. Department Happenings and Upcoming Events – City Staff

Director Fink encouraged the Commission to view the Council worksession meeting from two weeks ago when the implementation of the Parks Comprehensive Plan was discussed. She indicated staff was working with WSB to better understand how long each park would be out of commission if the Parks Comprehensive Plan were implemented. She explained the City would be receiving American Rescue Plan Act dollars and staff was seeking guidance on how these dollars can be spent. She reported the Hansen Park grant had been submitted. She reported staff was seeking a grant to assist with the removal of diseased Ash trees. She indicated the golf course opened for walking only in March and already had 300 rounds. She commented on the Cooking with Marilyn program that was being considered, along with painting in the park. She stated she was very pleased to see programming slowly coming back for the public to participate in.

VII. Adjournment

Motion by Bank, seconded by Warner to adjourn the meeting at 7:41 p.m. A roll call vote was taken. Motion carried 9-0.

Respectfully submitted,

A handwritten signature in black ink that reads "Jennifer Fink". The signature is written in a cursive, flowing style.

Jennifer Fink
Director of Parks and Recreation



Agenda Section: V
Item: A
Report Date: 04/28/2021
Commission Meeting Date: 05/05/2021

ITEM DESCRIPTION: Vaccine Distribution Update
DEPARTMENT HEAD'S APPROVAL: Jennifer Fink, Director of Parks and Recreation
CITY MANAGER'S APPROVAL:
No comments to supplement this report ____ Comments attached ____

Recommendations: ▪ No Action Needed

History: ▪ Staff provided an update in March about vaccination clinics at the New Brighton Community Center.

Financial Impact: ▪ None

Summary: ▪ Staff wants everyone to be aware that clinics are now open to the public. Registration is available by visiting www.newbrightonmn.gov/coviddashboard

Attachments: ▪ None

Jennifer Fink, CPRP
Director of Parks and Recreation



Agenda Section: V
Item: B
Report Date: 04/28/2021
Commission Meeting Date: 05/05/2021

ITEM DESCRIPTION: Facility/Park Naming Discussion
DEPARTMENT HEAD'S APPROVAL: Jennifer Fink, Director of Parks and Recreation
CITY MANAGER'S APPROVAL:
No comments to supplement this report ____ Comments attached ____

Recommendations: ▪ Provide feedback on proposed language for the Facility/Parks naming policy

History: ▪ No policy currently exists.

Financial Impact: ▪ None

Summary: ▪ The Midtown Village development will include a small park. There is a desire to have that park named something other than "Midtown Village Park."

Staff has assembled a number of examples of park naming policies. Those examples will be shared to gather feedback on suggested language for recommendation to Council

Attachments: ▪ None

Jennifer Fink, CPRP

Director of Parks and Recreation



Park and Facility Naming Discussion

Jennifer Fink



Background

- The City of New Brighton has 15 parks in addition to the New Brighton Community Center and Brightwood Hills Golf Course
- With the exception of Hansen Park and Lions Park, most are named after neighborhoods or geographic features. (i.e. Sunny Square or Creekview, etc.)
- Hansen Park was named after Richard Hansen who donated the land for Hansen Park.
- Lions Park was named after the Lions made a significant contribution to the development of the park.



Need for a Policy

- Intentionality and purpose in the naming practices
- Narrow the focus on potential possibilities
- Guide the process
- Midtown Village



Potential Pitfalls

- Naming after people
 - Lake Calhoun -> Bde Maka Ska
 - Changing demographics and expanded understanding of history and the role people have played
- Naming rights
 - Lions Park
 - Xcel Energy
 - TCO Sports Garden



Focus of this discussion – Naming policy

- This policy does not look specifically at naming rights at this time. Staff recommends that naming rights be negotiated on a case by case basis. (Requiring some monetary contribution)
- Create a path to recommend to the Council a policy that would govern the naming process moving forward.



Staff suggestions

- Council can direct PREC to undertake the process of naming or renaming
- PREC would make the recommendation to Council based on:
 - natural habitat, i.e., vegetation, terrain, animals, etc.
 - geographic location, i.e., street names, directions, etc.
 - appropriate non-descript terminology, i.e., acronyms or joining of two words or names or activities, etc.
- Practice would be to not name facilities after living persons. If a person is considered:
 - The person nominated has made a substantial contribution to the specific park or facility to be named.
 - The person nominated has made a significant contribution to the community over an extended period of time.
 - The person nominated has received national recognition.
 - Only under certain and exceptional circumstances will consideration be given to the names of individuals (alive or deceased) and/or organized groups, associations or businesses.
- To be considered – the person or group must have made substantial financial contribution or property donation.

Please put on your thinking hats!

- Should we move forward – at Council's direction – we would need to start considering names for the Midtown Village Park that was discussed earlier this evening.
- Start googling!



Questions?

Jennifer Fink

Director of Parks and Recreation

Jennifer.fink@newbrightonmn.gov



Agenda Section:	V
Item:	C
Report Date:	04/29/2021
Commission Meeting Date:	05/05/2021

ITEM DESCRIPTION: Midtown Village Playground RFP
DEPARTMENT HEAD'S APPROVAL: Jennifer Fink, Director of Parks and Recreation
CITY MANAGER'S APPROVAL:
No comments to supplement this report ____ Comments attached ____

Recommendations: ▪ No Action needed

History: ▪ None

Financial Impact: ▪ \$80,000 for playground equipment and installation

Summary: ▪ The Midtown Village development will include a small park. This park will be open to the public, and not just for residence of the Midtown Village development.

Staff will share the new proposal process, as well as information about the selection process and how Commissioners can assist.

Attachments: ▪ None

Jennifer Fink, CPRP

Director of Parks and Recreation