

**PARKS ADVISORY COMMITTEE
MEETING MINUTES
MONDAY, JANUARY 27, 2020**

1. CALL TO ORDER

Chair McDowall-Seyko called the meeting to order at 6:33 p.m.

2. ROLL CALL

Committee Members present: *Scott Marotz, *Denise McDowall-Seyko, *Doug Peterson, *Scott Zettervall, and *Jason Brevig. Committee Members absent: *Laura Talvitie, and *Shane Fisher,

Also present: *Recreation and Communication Coordinator Corrie Scott, *Streets and Parks Superintendent Nick Abel, *MN GreenCorps Member Tom Wyatt-Yerka, and *Public Works Director Layne Otteson.

Member Scott Zettervall entered the meeting at 6:49 p.m.

3. ADOPT AGENDA

Committee Member Marotz motioned to approve the agenda as presented. Seconded by Committee Member Peterson, unanimous ayes, motion carried.

4. APPROVAL OF MINUTES

Committee Member Peterson motioned to accept the December 9, 2019 Parks Advisory Committee minutes as presented. Seconded by Committee Member Marotz, unanimous ayes, motion carried.

5. BUSINESS

5A. BYLAWS REVIEW

Recreation and Communication Coordinator Scott reported that City staff recently discovered that the Parks Advisory Committee Bylaws are not up to date with how the Committee is currently operating. Some items that need to be addressed include term status, performance criteria, regular meetings, conduct of business at meetings, and powers and duties. Recreation and Communication Coordinator Corrie Scott emailed suggested changes for the Bylaws to the Parks Board prior to the meeting.

Chair McDowall-Seyko expressed concern that as terms end, Members might be less likely to reapply if the reappointment process is too complex. Members Peterson and Brevig

commented that terms could give more 'buy in' for oncoming Members to attend and become committed to regular attendance of committee meetings.

Member Marotz reported that the Planning Commission's annual appointment of a Parks Committee Member hasn't been revisited in numerous years. He plans to bring this up at the next Planning Commission meeting to see if any other Planning Members are interested in rotating the position in the future.

Member McDowall-Seyko stated that the review for the Parks Advisory Committee Bylaws and Status of Terms should be revisited at the February meeting when more members are present.

5B. PARK DEDICATION BUDGET

Recreation and Communication Coordinator Scott reported that the current Park Development Fund is \$131,528.80. Financial Director Deb Wegeleben expects for about \$31,361 to be added to this budget in 2020 from the Car Condo, Nystrom & Associates Facility, and Phase VI of Norland Park. Park dedication fees can only be used for the acquisition and development or improvement of parks, recreational facilities, playgrounds, trails, wetlands, or open space based on the approved park systems plan. Park dedication fees cannot be used for parking lots.

Streets and Parks Superintendent Nick Abel suggested not building a park in the Brom area as it is the lowest point in that area and that it is susceptible to flooding. Public Works Director Layne Otteson recommended if a park was built on Brom, that it should be kept simple and natural with open space for activities. Otteson also recommended looking at other areas for additional parks. Marotz expressed concern that the City doesn't have any other land options for potential parks in 2020.

Member Zettervall reported that the Kuepers project will bring in about \$175,000 in park dedication fees for the first two phases of three total. Zettervall proposed that these funds go towards acquiring the land near Lakeside Park. Denise commented that the first priority of the Parks Committee should be the potential park near Brom and deciding what to do with the City owned land.

Member Marotz stated that the reason for potentially putting a park near Brom is to include more parks on the South side of the City of Big Lake. If that area is not feasible, the committee should look at another location in the South side of the City that area residents could access without having to drive. Member Brevig stated that he lives off of Harrison and the residents in that area during the summer use the sidewalks and front yards all season long because there are no accessible parks on the South side of the City.

Member Marotz recommended not placing playground equipment at Keller Lake Commons because area residents appreciate that it is a more scenic, calm area and it could be hazardous to encourage residents and their children to cross Highway 25. Chair McDowall-Seyko requested that Streets and Parks Superintendent Abel measure the potential area

for playground equipment on Brom. Abel stated that the current season makes assessment difficult with. Abel reported that it is more feasible to revisit the land near Brom in the early Spring. McDowall-Seyko and Martoz recommended that the Public Works representative give the Park Committee multiple options to choose from for building potential parks rather than having an open discussion that could make decision making more difficult. Discussion on a potential park near Brom will continue at future Park Advisory Committee Meetings.

5C. ST. THOMAS STUDENT PROJECT DISCUSSION

Recreation and Communication Coordinator Scott reported that at the December Parks Advisory Committee Meeting students from St. Thomas presented their proposal for a Bicycle Demonstration Project to be implemented on Minnesota Avenue. They included multiple options and pricing information for each of these options. The Parks Advisory Committee needs to decide if this is a project that City staff should pursue in 2020.

MN GreenCorps Member Wyatt-Yerka reported that Sherburne County has some of the equipment needed for the Bicycle Demonstration Project that can be used including roofing paper, sidewalk chalk, and AstroTurf. Wyatt-Yerka stated that the biggest difference between the two options is the positioning of the bicycle lane. The first option has the bicycle lane on the existing trail and option two has the bicycle lane in the street. Wyatt-Yerka commented that option two is an opportunity to educate the public about on-street bicycle lanes and can be altered if there is a portion that needs to be expanded or scaled back. Marotz stated that he is interested in seeing if the bicycle demonstration could inform the public on pedestrian safety.

Chair McDowall-Seyko asked if Wyatt-Yerka knew how many bicyclists use Minnesota Avenue. Wyatt-Yerka stated that during his time researching the school system there were more pedestrians on foot rather than bicyclists and that they are crossing Minnesota Avenue in front of Independence Elementary where there currently isn't crosswalk.

Member Marotz mentioned that it would make more sense to put a bicycle lane on Martin rather than Minnesota and that the focus for the Bicycle Demonstration Project should be on a temporary crosswalk, bump outs, and beautification of Minnesota Avenue. Member Brevig stated that Monticello placed bump outs on School Boulevard recently and could be used for comparison.

Member Marotz expressed concern about not being able to implement the potential crosswalk and bump outs until the road is due to be reconstructed which would be multiple years from now. Marotz recommended that City staff wait to implement the Bicycle Demonstration Project until the City knows that the recommended changes can be built. Public Works Director Otteson stated that the Parks Committee should be careful when making changes to roads to ensure that they make a positive impact before implementing them. Otteson also stated that the crosswalk on Minnesota will be installed when the road is repaved. A general consensus of the Parks Advisory Committee and City staff was to table this item until road construction on Minnesota Avenue is planned.

5D. STUDENT REPRESENTATIVE DISCUSSION

Recreation and Communication Coordinator Scott reported that City Administrator Clay Wilfahrt is in support of a student representative for the Parks Committee. In the past, City Council has also discussed this opportunity for City Council Meetings without further action. Scott reported that the Parks Advisory Committee will have to determine how many representatives will attend and how to choose these representatives. Scott commented that the potential student representative would not have voting power.

McDowall-Seyko and Marotz recommended that the student representative program be less structured and more of an open invitation for students to attend Parks meetings and provide feedback on potential parks programs. MN GreenCorps Member Wyatt-Yerka stated that the City of Marshall appointed National Honor Society students to various committees. Staff was directed to give information to school counselors and Eagle Scout leaders that can be passed on to students that are interested in government positions.

5E. PARK RX

Recreation and Communication Coordinator Scott reported that Sherburne County is partnering with CentraCare to create a Park Rx program in 2020 and would like to involve the City of Big Lake's park systems. Park Rx is a park prescription program where health providers prescribe outdoor activities at local parks to their patients. Park Rx can be structured to be as simple or complex as the stakeholders see fit. Examples include printed passports that are handed out at healthcare facilities that encourage area residents to frequent parks. Others include programming at local parks such as bike rides and yoga classes that are prescribed to patients.

Scott reported that Sherburne County plans to host an informational meeting in March for potential stakeholders and to choose the direction of this program. Sherburne County would like to know if the City of Big Lake and the Big Lake Parks Advisory Committee has interest in working with them on this potential program. First steps include coming up with a list of potential parks that would fit this program and attending the informational meeting in March. Scott will forward the meeting details to the Parks Advisory Committee as it becomes available.

Committee Member Marotz motioned to recommend support for the Park Rx Program. Seconded by Committee Member Peterson, unanimous ayes, motion carried.

5F. STAFF UPDATES

Council Updates:

1. Council approved the appointment of Jason Brevig to the Parks Advisory Committee.
2. Council approved the appointment of Denise McDowall-Seyko to President of the Parks Advisory Committee for 2020.

Nystrom Residential Treatment Center:

1. Nystrom & Associates LTD submitted a concept plan for a Residential Treatment Center. There was a public hearing at the Planning Commission Meeting in January and discussion took place on whether the facility should be considered Residential or Commercial. City Council would like this project to reflect a Commercial project. Commercial and Industrial developments must dedicate 4% of the land being subdivided or pay a fee equal to 4% of the value of the land. The tax assessor currently lists the entire 11.82-acre parcel as having a value of \$86,000 but that number is artificially low because the land currently part of the "Green Acres" program which is designed to keep taxable value lower for properties that are actively being farmed.
2. The total Park Dedication amount for the current valuation of land is \$3,440.

Lakeside Park Programming

1. Movie in the Park has been scheduled for June 5th and September 18th. Recreation and Communication Coordinator is working on scheduling activities for these dates. Marketing materials will be finalized by March 2020.
2. Recreation and Communication Coordinator is collaborating with the Big Lake Library, 4H, and Create and Connect to schedule a variety of programming at Lakeside Park for the summer season of 2020. Examples of potential programming include story time, yoga sessions, painting skateboard decks, and environmental sustainability education.

Public Works Director Otteson reported that he will meet with Streets and Parks Superintendent Abel in January to decide who the Public Works representative will be for future Parks Advisory Committee meetings. Otteson asked the Committee if they focus on the comprehensive plan when making decisions for future parks. Member Marotz commented that they haven't due to the comprehensive plan being new and there being a lack of development allowing the Committee to implement the comprehensive plan goals. Marotz recommended that more detailed information on park dedication decisions be included in the Parks Advisory Committee meeting packets so that Members can review details prior to regular meetings.

6. OTHER

Chair McDowall-Seyko reported that she had a conversation with Community Development Director Hanna Klimmek about a potential beautification project for the building owned by the Third Rail. McDowall-Seyko would like to discuss this further at future meetings. McDowall-Seyko also spoke with Klimmek about Browns Park being a potential second location for the Freedom Rock project.

7. ADJOURN

Committee Member Brevig motioned to adjourn the meeting at 8:40 p.m. Seconded by Committee Member Zettervall unanimous ayes, meeting adjourned.