

**PARKS ADVISORY COMMITTEE
MEETING MINUTES
MONDAY, FEBRUARY 24, 2020**

1. CALL TO ORDER

Chair McDowall-Seyko called the meeting to order at 6:30 p.m.

2. ROLL CALL

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

Also present: *Recreation and Communication Coordinator Corrie Scott, and *MN GreenCorps Member Tom Wyatt-Yerka.

3. ADOPT AGENDA

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

4. APPROVAL OF MINUTES

Committee Member Zettervall motioned to accept the January 27, 2020 Parks Advisory Committee minutes as presented. Seconded by Committee Member Brevig, unanimous ayes, motion carried.

5. BUSINESS

5A. BYLAWS AND STATUS OF TERMS REVIEW

McDowall Seyko reported that the Parks Advisory Committee Bylaws are not up to date with how the Committee is currently operating. This agenda item was brought to the Parks Committee in January, but Members wanted more time to review before making a final decision. Scott reviewed the items that need to be addressed including term status, performance criteria, regular meetings, conduct of business at meetings, and powers and duties. Committee Members had no further discussion on the proposed changes.

Committee Member Marotz motioned to create a revised Parks Advisory Committee term schedule with Denise McDowall-Seyko in Seat A, Laura Talvitie in Seat B, Shane Fisher in Seat C, Doug Peterson in Seat D, and Jason Brevig in Seat E. Seconded by Committee Member Brevig, unanimous ayes, motion carried.

Committee Member Marotz motioned to recommend to City Council the suggested changes to the Parks Advisory Committee Bylaws. Seconded by Committee Member Brevig, unanimous ayes, motion carried.

Zettervall updated the Parks Advisory Committee on the Council's current discussion of setting standards for all City boards and commissions' interview processes. A decision by Council has not been made, but they are exploring the option of bringing the proposed candidate appointee to a Council meeting for a secondary interview before final approval.

Discussion on the evolution of the Parks Committee and its involvement in programming and park structure planning ensued. Zettervall ask the Committee Members who created the layouts for previous parks and the Parks Master Plan. Marotz stated that each individual park layout was created mainly by previous Public Works Director, Mike Goebel with the proposed maps and visuals coming from previous members. Scott stated that Bolton and Menk created the visuals for the Parks and Trails Master Plan.

5B. FREEDOM ROCK UPDATE

Scott reviewed the potential new location for the Freedom Rock at Lakeside Park. Staff will bring the proposed location to City Council on February 26th along with any comments from the Parks Advisory Committee.

McDowall-Seyko commented that Lakeside Park has limited parking on the weekend and that fees could deter tourists from stopping to see the rock. Marotz stated that the Big Lake Schools would be a great location. Zettervall also mentioned the NorthStar Commuter Station. Scott commented that the timeline would likely be increased if the Freedom Rock is placed on land that isn't owned by the City as agreements can take years to finish. McDowall-Seyko stated that City staff should check in with the Freedom Rock committee to ensure that Lakeside Park is a location they all agree on for the Freedom Rock.

Discussion on Lakeside Park parking fees ensued. Marotz commented that other communities do not charge parking fees at their lakes. Zettervall stated that waiving parking fees will increase the chance of introducing aquatic invasive species and will allow the parking lot to fill earlier in the day on weekends. Zettervall commented that this issue will be brought up at an upcoming Council Workshop and he will update the Parks Committee on any final decisions.

5C. STAFF UPDATES

Scott reviewed the following:

Planning Commission

- Planning Commissioner Scott Marotz was appointed at the February Planning Commission Meeting as the Parks Advisory Committee Liaison for 2020. This appointment will be made annually at the December Planning Commission meeting going forward.

Student Representative

- Information for the Parks Advisory Committee meetings was sent to the High School Principal with a request to forward the information to all of the Big Lake School District School Counselors and other teachers who know of students interested in parks. If Parks Committee Members have other contacts that could benefit from this information, they are encouraged to send that information to Scott.

Summer Programming

- The Big Lake Library will host a Storytime at the Park event on Friday, August 14th from 10:30am-11:15am at Lakeside Park. Parking at Lakeside Park will be free during the event.
- The Sherburne County 4-H, Big Lake Library and City of Big Lake will be hosting a two-part event series. The first event will take place on Friday, July 24th from 10am-11am at Lakeside Park and the second event will be a day camp on August 6th from 8am-4:30pm at Highline Park. Parking will be free for both events. The focus for these two events will be for children to learn more about nature and environmental sustainability.
 - Corrie has requested a \$500 donation from Big Lake Spud Fest to go toward covering the cost for these events so that children can attend them both for free. The request was approved at the February Spud Fest meeting.
- The Big Lake Library is researching the possibility of having a Skateboard painting event at Lakeside Park. Registration would be required and parking for the 10-15 attendees would be waived.

Park Rx Meeting

- Gina Hugo and Janine Foggia met with Melissa from CentraCare and Brad from Wright Co. Parks and decided to push the informational meeting back. At this time, they do not have a date set, however, they do want to partner and make it a multi-county effort. They are currently working to secure one champion practitioner to attend the meeting and will keep the Parks Advisory Committee updated as the date for a meeting is confirmed.

Rebranding Project

- Como Lakes Marketing was chosen as the consultant to lead a Rebranding Project for the City of Big Lake in 2020 during an interview panel in mid-February. Como Lakes will be introduced to City Council at a workshop on February 26th and the BLEDA will make a final decision on March 2nd as to the official consultant for the Rebranding Project. This project will be delivered in-full by Como Lakes Marketing by the end of June 2020. The City will be provided with a new logo, tagline, marketing videos, photos for the website, and templates for a variety of items including business cards, PowerPoint presentations, social media posts, the City newsletter, etc...

March Parks Meeting

- Corrie will not be present at the March Parks Meeting. Options for the group are to reschedule the meeting, cancel the meeting, or Corrie can train in one of the Parks

Members to record the meeting so that minutes can be prepared when Corrie returns. Keep in mind that if the meeting is recorded, Members must state their name before making a motion or official comment.

- Scott recommends that the meeting be rescheduled to March 30 at 7pm after the Big Lake Community Lake Association's Boat Launch Training that will take place in conjunction with the MN DNR. All Parks Committee Members are welcome to attend this free event in the Council Chambers starting at 5:30 p.m. No registration is required.

Committee Member Marotz motioned to change the March Parks Advisory Committee Meeting to Monday, March 30, 2020 at 7:00 p.m. in the City Council Chambers. Seconded by Committee Member Brevig, unanimous ayes, motion carried.

6. OTHER

Scott reported that Westre's Marine and Sport located in St. Cloud would like to offer a free to the public Boat Demo event sometime this summer season. They haven't hosted an event like this on a lake before, but have hosted one on the Mississippi and they felt it was a success. Their intent is to spread the word on their business and have area residents try out their different styles of boats. They would bring between 4-6 boats and are happy to drop them off and bring the boat trailers to another location for parking during the event. They would only allow employees to drive the boats and would work around the boat traffic on the lake throughout the day. They are offering to pay a flat rate to allow for free parking for the public during their event. They don't plan to have any live music or projected sound, but are requesting to have one banner with their logo and verbiage stating 'free boat demos.' They would like to host the event on a Saturday that doesn't compete with local events from about 8 a.m. – 8 p.m.

Zettervall asked the committee what the potential issues and benefits of allowing an event like this could be for the City. Marotz stated that as long as they pay the fee to cover costs of parking fees, he doesn't see there being any issues with an event like this. The Parks Committee recommended that Scott research other communities that have hosted events boat demonstrations to seek out any potential issues that could arise. The Committee also recommended that staff bring the event idea to a Council Workshop for further discussion.

Scott reported that a local High School student named Brennan is refurbishing a soda machine and would like to place it at Lakeside Park. She noted that there used to be a soda machine at Lakeside Park, but it is no longer there. Also, Lakeside Park has been known for its frequent damage and vandalism including graffiti, broken soap dispensers, and livestock being locked in the portable toilets on site. The Committee also expressed concerns for vandalism and liability if the machine were to start a fire or cause harm to park-goers. They recommended that Scott look into the agreement from the last soda machine that was kept at Lakeside Park and if Council does allow the soda machine to be placed at the park, to have an agreement that states the soda machine owner carry insurance and that some of the proceeds from the machine cover the costs of electricity used at the park.

7. ADJOURN

Committee Member Zetervall motioned to adjourn the meeting at 8:12 p.m. Seconded by Committee Member Brevig, unanimous ayes, meeting adjourned.