



AGENDA
BIG LAKE PARKS ADVISORY COMMITTEE MEETING
COUNCIL CHAMBERS

JUNE 26, 2023

6:00 p.m.

1) CALL TO ORDER

2) ROLL CALL (Members: S. Creighton, C. Ellingson, K. Green, K. Halverson, K. Hanson, D. Peterson, M. Weber)

3) ADOPT PROPOSED AGENDA

4) APPROVE MEETING MINUTES

4A. Approve Regular Parks Advisory Committee Meeting Minutes of April 24, 2023

5) BUSINESS

5A. Pickleball Court Location Discussion

5B. Staff Updates

6) COMMITTEE MEMBERS' REPORTS

7) OTHER

8) ADJOURN

Disclaimer: This agenda has been prepared to provide information regarding an upcoming meeting of the Big Lake Parks Advisory Committee. This document does not claim to be complete and is subject to change.

Notice of City Council Quorum: A quorum of the City Council members may be present at this Big Lake Parks Advisory Committee meeting beginning at 6:30 p.m. in the City Council Chambers. No action will be taken by the City Council.



AGENDA ITEM

Big Lake Parks Advisory Committee

Prepared By: <i>Corrie Scott, Recreation and Communication Coordinator</i>	Meeting Date: <i>6/26/2023</i>	Item No. 4A
Item Description: <i>April 24, 2023 Parks Advisory Committee Regular Meeting Minutes</i>	Reviewed By: <i>Norm Michels, Streets, Parks, and Fleet Superintendent</i>	
	Reviewed By: <i>Hanna Klimmek, City Administrator</i>	

ACTION REQUESTED

Approve the April 24, 2023 Big Lake Parks Advisory Committee Regular Meeting Minutes as presented.

BACKGROUND/DISCUSSION

The April 24, 2023 Parks Advisory Committee Regular Meeting Minutes are attached for review.

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

N/A

ATTACHMENTS

04-24-23 Parks Advisory Committee Regular Meeting Minutes

**PARKS ADVISORY COMMITTEE
MEETING MINUTES**

APRIL 24, 2023

1. CALL TO ORDER

Chair Peterson called the meeting to order at 6:00 p.m.

2. ROLL CALL

Committee Members present: Scott Creighton, Cory Ellingson, Ketti Green, Ken Halverson, Kameron Hanson, Doug Peterson, and Megan Weber.

Also present: Streets, Parks, and Fleet Superintendent Norm Michels and Recreation and Communication Coordinator Corrie Scott.

3. ADOPT AGENDA

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

4. APPROVAL OF MINUTES

Committee Member Green motioned to accept the February 27, 2023 Parks Advisory Committee minutes as presented. Seconded by Committee Member Creighton, unanimous ayes, motion carried.

5. BUSINESS

5A. PICKLEBALL COURT LOCATION DISCUSSION

Michels reviewed that he is looking for a location to install two new pickleball courts in Big Lake. He recommended that the Parks Advisory Committee consider Wrights Crossing as a potential location, but encouraged discussion on the topic.

Halverson asked how the pickleball courts will be funded. Michels stated that funding could come from the Park Dedication fund and it generally costs about \$18,000 for a pickleball court without any additional sidewalk or amenities. Halverson asked if the court would need to be ADA compliant in order to use Park Dedication funding. Michels stated that he doesn't believe it would need to be as it isn't replacement of existing courts, but instead the installation of a new amenity. He stated that if sidewalks aren't installed this summer, they can always be added later.

Green asked about River Oaks Park as a potential location. Michels stated that the lower half of the park is flooded and that there aren't any utilities at the park currently. He stated that he is also considering using that park as an archery range in the future. Halverson stated that it would be difficult to make it ADA compliant at River Oaks Park as there isn't any infrastructure there at this time. Halverson stated that he would prefer to use Park Dedication Funds for pickleball courts rather than the general fund.

Ellingson asked about Bluff Park. Michels stated that there isn't any off-street parking at Bluff Park which is why he isn't recommending it. Hanson recommended Lakeside Park so that it can be seen from the highway. Halverson stated that the volleyball court isn't being used at Wrights Crossing as much as the three at Lakeside Park and that it would make more sense to use the space where the courts aren't used as often. Michels stated that Wrights Crossing doesn't see as much traffic in general and the addition of a new amenity could help highlight the park more.

Peterson stated that he prefers Lakeside Park for phase one of installation of pickleball courts due to the visibility there. He recommended that Wrights Crossing be a potential second phase for additional pickleball courts in future years. Scott stated that there is a cost to park at Lakeside Park and that parking is free at Wrights Crossing. She also stated that on weekends and holidays it is hard to find parking as Lakeside Park get very busy. Ellingson stated he doesn't feel it is the right approach to remove an existing amenity at Lakeside Park that is already popular. Halverson agreed with Ellingson's statement about Lakeside Park's amenities being heavily used. He also stated that free parking at Wrights Crossing is a benefit.

Weber stated that she likes the idea of the tree canopy shading players at Wrights Crossing on hot summer days. Green asked if the City can partner with the schools on this project. Halverson stated that similar to the current ballfields setup, it could be problematic if pickleball courts are installed on school property as it limits the City's ability to use the courts. Green asked if there are any grants available for installation of new pickleball courts. Michels stated that he hasn't researched the costs yet. He stated that he is looking for recommendations on location before he looks into costs and will bring that information at a future PAC meeting. The PAC recommended Wrights Crossing to staff for future pickleball courts.

Scott stated that another option is to survey the community to see where their preference for a pickleball court would be between the two options. Green asked if SurveyMonkey could be used. Scott mentioned that SurveyMonkey is an option as well as paper surveys that are mailed out to a specific area. Halverson recommended not doing a survey so that there isn't a need to explain to those who potentially oppose the location when something is installed. Michels stated that he would like to move forward with Wrights Crossing as an initial location and that staff would consider doing a survey for a potential second phase with additional courts.

Weber asked where the closest pickleball courts are located. Scott stated that the schools have painted their existing tennis courts for pickleball, but that there aren't enough courts to keep up with current demand to play.

5B. PARKS ADVISORY COMMITTEE MEETING SCHEDULE DISCUSSION

Michels recommended that the Parks Advisory Committee consider moving monthly meetings to bi-monthly in an attempt to make more efficient use of the Committee and staff's time.

Green stated that she would prefer to cancel a meeting that isn't needed rather than hold a special meeting or put have to put off an agenda item for two months. Ellingson agreed that he would rather the meeting be scheduled and not used. Halverson agreed to stick with monthly meetings as he hopes that more parks projects will pick up. Peterson recommended that if historically there are certain months that the PAC cancels, we could consider not scheduling that meeting at the beginning of the year.

5C. STAFF UPDATES

Scott reviewed the status of various programs and recreation taking place in the community's parks. Michels reminded the Committee to turn in their paperwork for direct deposit to the Finance Department. He stated that he is wrapping up spring playground inspections and they have noted a broken piece of equipment at Lakeside Park that is being ordered and replaced later this spring. Michels stated that the parking kiosk will be turned on in May and the bathrooms are going to be cleaned and opened in early May.

Halverson asked about having soap dispensers installed in the bathrooms at Lakeside Park. Michels stated that there are not currently dispensers at Lakeside Park because they are often vandalized and torn off of the walls. He plans to look into a way to put a cage around the dispensers to avoid potential vandalism.

6. COMMITTEE MEMBERS' REPORTS

Halverson requested that Michels bring forward an overview of Prairie Meadow' park and an update on Brom Park. Green stated that the City Code Revision Project is going to City Council for final approval on April 26th.

7. **OTHER** – None.

8. ADJOURN

Committee Member Green motioned to adjourn the meeting at 6:49 p.m. Seconded by Committee Member Creighton, unanimous ayes, meeting adjourned.



AGENDA ITEM

Big Lake Parks Advisory Committee

Prepared By: <i>Norman Michels, Streets/Parks/Fleet Superintendent</i>	Meeting Date: 6/26/2023	Item No. 5A
Item Description: <i>Pickleball Court Location Discussion</i>	Reviewed By: <i>Hanna Klimmek, City Administrator</i>	
	Reviewed By: <i>N/A</i>	

ACTION REQUESTED

Park Advisory Discussion on a Pickleball Court Location.

BACKGROUND/DISCUSSION

Staff was directed to research the addition of Pickleball courts to an existing City park and brought forward two options at the April Parks Advisory Committee Meeting. After meeting with two avid pickleball players to talk about their experiences, staff would like to bring the discussion back to the PAC with some other options to consider. After these discussions, staff has realized that it would be best to install at least four courts as the interest in pickleball across Minnesota has increased exponentially over the years and this will bring many people from within the community as well as outside the community to use the courts. Staff also realized that pickleball players generally do not mind having to park on street and walk to their destination. With these new factors in mind, staff has identified four possible locations suitable for Pickleball Courts to be installed which are outlined below:

Option 1 - Bluff Park: This park would support four courts facing East – West and six Courts facing North – South in direction. The courts would be installed without the removal of any trees. After completion, the park would include four to six pickleball courts and a pavilion with two picnic tables to offer shade to those using the courts or the existing playground. Some Irrigation work would be needed and parking would be on street only.

Option 2 - Wrights Crossing Park: This park would support three courts with the removal of the existing volleyball court and no trees would need to be removed. The park currently has a pavilion and playground. Some irrigation work would be needed. There is currently a parking lot with six parking stalls, one of which is handicap accessible, and on street parking is also available.

Option 3 - Lakeside Park: This park would support three pickleball courts with the removal of the upper volleyball court leaving the two lower volleyball courts by the lake. In order to accomplish this, trees would need to be removed. The park currently has two pavilions and many other amenities. Some irrigation work would be needed. There currently is a fee to park at Lakeside Park.

Option 4 - Keller Park: This park would support four pickleball courts with the removal of two small trees. A load of dirt would need to be brought in so the area is graded. After completion, the park would include four pickleball courts and a pavilion with two picnic tables to offer shade to those using the courts. No irrigation work needed. There is currently a small parking lot with seven parking stalls and no on street parking is available.

Staff is asking the PAC to discuss the options outlined above noting that their recommendation is for either Option 1 or 2. Once this recommendation has been made, staff will research pricing and bring this topic back at a future meeting for discussion.

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

Staff recommends moving forward with Option 1.

ATTACHMENTS

N/A



5B

Recreation and Communication Coordinator Updates

1. Programming

- a. Summer Farmers Market:** The summer season takes place every Wednesday from 3-7 p.m. from June – August and 3-6 p.m. in September at Lakeside park. Parking is free! We have had an average of 26-30 vendors per week in comparison to 19-23 last year.
- b. Music in the Park:** This series takes place each week from June – August 10 at Lakeside Park with food trucks arriving at 5 p.m. and music from 7-8:30 p.m.
- c. Movie in the Park:** The first drive-in style Movie in the Park event of the year will take place on Friday, May 19 featuring Finding Nemo at 9 p.m. Over 34 vehicles with about 100 individuals were in attendance. The bugs were quite an issue and even caused concessions to have to close down early. Staff will look into scheduling mosquito spraying in advance for future movies. The second event will take place on Friday, September 15 featuring Encanto at 7:45 p.m. There will be multiple food trucks onsite. Staff is in need of two volunteers to help with parking for the September date.
- d. Recycle Day:** Recycle Day took place on May 20. This year the total attendance was 243 people with 68 coming from the City of Big Lake. In comparison, last year we had 207 customers with 71 coming from the City of Big Lake. Thank you to Brenda and Jayme at the Township for taking charge and making this event happen each year! Also thank you to the groups and individuals that volunteer their time before and during the event.