

**PARKS ADVISORY COMMITTEE
MEETING MINUTES**

FEBRUARY 28, 2022

1. CALL TO ORDER

Chair Peterson called the meeting to order at 6:32 p.m.

2. ROLL CALL

Committee Members present: Kristi DeCamillis, Ketti Green, Ken Halverson, Jack Merwin, and Doug Peterson. Also present: Recreation and Communication Coordinator Corrie Scott, and Streets, Parks, and Fleet Superintendent Norm Michels.

3. ADOPT AGENDA

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

4. APPROVAL OF MINUTES

Committee Member Merwin motioned to accept the November 22, 2021 Parks Advisory Committee minutes as presented. Seconded by Committee Member Halverson, unanimous ayes, motion carried.

5. BUSINESS

5A. POWELL PARK UPDATE

Michels reviewed that the Powell Park playground equipment was ordered in September 2021 by Midwest Playscapes and that the equipment should come in by the end of March 2022. He stated that staff hopes to install the equipment in June of 2022.

Peterson asked if the equipment being installed is different than the existing equipment. Michels stated that the equipment will be all new and will be ADA Compliant. He stated that there will be sidewalk all the way around the park equipment and that there will also be a zipline included. He stated that there will be at least one picnic table, a bench, and a portable toilet. Halverson asked if there will be any signage regarding the playground equipment being funded by Lake Liquors. Michels stated that there hasn't been anything ordered at this point, but that he will look into it. He stated that about a third of the funds for the park was from Lake Liquors.

Green asked what will happen to the existing equipment after it is replaced. Michels stated that the equipment is a liability so it will all be recycled. Halverson stated that he wants to see more parks installed with the new developments coming into Big Lake.

5B. BYLAWS REVIEW

Michels asked the Committee to review current Bylaws and recommend any suggested changes to City Council. Michels also recommended changing the Parks Advisory Committee meeting start time to 6:00 p.m. to be in line with all other City Commissions and Committees.

Committee Member Peterson motioned to change the Parks Advisory Committee meeting time in the PAC Bylaws. Seconded by Committee Member Merwin, unanimous ayes, motion carried.

Halverson asked if anything needs to be changed regarding newly appointed Members being approved by City Council. Scott stated that nothing in the Bylaws needs to change regarding interviews. Peterson stated that it is important for the Committee to review the Bylaws, especially the first paragraph explaining the roles of PAC Members.

5C. CODE REVISION TASK FORCE LIAISON

Scott reviewed what the Code Revision Task Force is and asked the Committee to consider selecting a Member to serve on the Code Revision Task Force.

Halverson stated that he is worried about simplifying the Code too much and having too low of standards for townhomes. He stated that there are varying opinions regarding the code and that at the Code Revision Task Force meetings there will be lengthy conversations because of this. Peterson and Green agreed that the Code is too difficult to navigate as it is and that it is taking up a lot of staff time.

5D. 2022 MEETING DATES

Michels reviewed the regularly scheduled meeting dates for 2022. He stated that December's regularly scheduled meeting date falls on an observed holiday, so staff moved that meeting date to Monday, December 19, 2022.

Peterson asked if the Committee can start meeting at parks during the summer. Michels stated that it is a good idea to go to Powell Park with upcoming updates on the equipment. Scott stated that this is doable as long as there isn't anything on the agenda that requires staff to use technology. She stated that if the Committee wants to meet outside of a regularly scheduled meeting that she needs to post a notice of a potential quorum.

5E. STAFF UPDATES

Scott reviewed the status of various programs and recreation taking place in the community's parks. Michels stated that Public Works took down a couple of dead trees and also fixed up picnic tables and grills in preparation for spring. Halverson recommended that Hudson Woods Park and Bluff Park should be prioritized for expansion. He stated that he would like to discuss those parks at an upcoming meeting so that when neighboring developments are introduced, the PAC can make specific recommendations regarding neighboring parks. Scott recommended that PAC Members review the Parks and Trails Master Plan. She also reviewed the difference between a publicly owned park and privately owned park being that privately owned parks are generally still made available to the public, but that they aren't owned or maintained by the City.

6. COMMITTEE MEMBERS' REPORTS

Peterson welcomed Ketti Green to the Parks Advisory Committee. Green asked what the plans are for River Oaks Park. Michels stated that the major hindrance for expanding River Oaks Park is lack of utilities. Scott stated that there is a Master Plan for River Oaks Park that was created by Bolton and Menk but that it hasn't been budgeted for. Ketti recommended that the Committee contacts local businesses to build funding for the updating of River Oaks Park. She stated that there is immense potential for the land there, but that it is being underutilized.

Halverson stated that he appreciates that River Oaks Park is more natural rather than filled with equipment. DeCamillis stated that there is a park in Elk River that is nature based that doesn't have any playground equipment that children in the area enjoy. She stated that it is important to keep the natural beauty of the area, but still give the community more to do while they are there. She also stated that there is a low amount of maintenance needed for natural parks.

DeCamillis thanked Public Works for allowing the Sustainability Task Force to use the garbage cans at Lakeside Park for their Lake Cleanup event. She stated that it was the most successful cleanup event that they have held to date. She asked about how much salt is used at Lakeside Park during the winter months and if there is any concern of the salt entering the lakes. Michels stated that they only salt the parking lot at Lakeside Park if there is an event being held there, which only happened once so far this winter, and that staff is careful not to store the snow too close to the lake for environmental concerns.

7. OTHER – None.

8. ADJOURN

Committee Member Green motioned to adjourn the meeting at 7:19 p.m. Seconded by Committee Member Merwin, unanimous ayes, meeting adjourned.