



PARKS AND RECREATION COMMITTEE

Thursday, October 12, 2023 at 5:00 PM

City Hall 8319 Co. Rd. 11 Breezy Point, MN 56472

(218) 562-4441 | Office Hours 8:00 a.m. - 4:00 p.m. | cityadmin@cityofbreezypointmn.us

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. APPROVAL/AMENDMENT OF THE AGENDA

5. OPEN FORUM

Items not included in the agenda.

6. APPROVAL OF MINUTES

[A.](#) September 14, 2023 Regular Parks & Recreation Committee Meeting Minutes

7. NEW BUSINESS

[A.](#) Discussion on Transition from Advisory Committee to Authoritative Committee

8. OLD BUSINESS

9. STAFF REPORTS

10. COMMITTEE MEMBER REPORTS

11. ADJOURN

**Breezy Point Parks & Recreation Committee
Thursday, September 14, 2023 – 5:00 p.m.
Meeting Minutes**

The regular meeting of the Breezy Point Parks and Recreation Committee was called to order by Chair Megan Zierden at 5:00. In addition to Chair Zierden, members present were Gail Arne, Sandra Logelin, Bill Toft, and Deanne Trotter. Staff present Assistant City Administrator Daniel Eick, Public Works Supervisor Joe Zierden, and Deputy Clerk Deb Runksmeier. Jim McKellar, Diane Williams, Ex Officio Joe Garcia, and Council Liaison Michael Moroni were absent.

Assistant Administrator Eick took Roll.

All present stood for the pledge of allegiance.

Approval/Amendment of the Agenda

MOTION TROTTER/LOGELIN TO APPROVE THE AGENDA WITH 9. STAFF REPORT MOVED BEFORE 5. OPEN FORUM, MOTION CARRIED 5-0

Staff Report

Joe Zierden gave an update for the park maintenance items. Four Season Trail and Disc Golf Course.

Open Forum – Jonathan Kurten 31709 Green Scene Drive spoke.

Written Comments from Commissioner Diane Williams were read for the record.

Parks and Recreation Meeting Minutes

MOTION ARNE/TROTTER TO APPROVE THE AUGUST 10, 2023 MEETING MINUTES, MOTION CARRIED 5-0

MOTION ARNE/TROTTER TO APPROVE THE AUGUST 10, 2023 WORKSHOP MINUTES, MOTION CARRIED 5-0

Communication to Council

Council requested representation from the parks and recreation committee to report to them at each council meeting. Discussion for each member to take turn alphabetically starting with chair Zierden.

MOTION ARNE/TOFT FOR PARK COMMITTEE MEMBER TO PRESENT COUNCIL WITH MONTHLY REPORT ROTATING MEMBERS, MOTION CARRIED 5-0

Disc Golf Event Permit

Discussed enforcement requirements, public use during events, Fees, equipment expansion, tournament rules and participation limits. Assistant Administrator Eick will create a new draft permit application for the October council meeting.

MOTION ZIERDEN/ARNE TO SET \$500 FINE AND BAN OF ONE YEAR FOR VIOLATIONS, MOTION CARRIED 5-0

MOTION TROTTIER/ZIERDEN TO SET \$100 RESERVATION FEE PER COURSE PER DAY, MOTION CARRIED 4-1 TOFT OPPOSED

MOTION TROTTIER/LOGELIN TO WORK WITH LOCAL DISC GOLF CLUB FOR PROVIDING SILENCERS ON BASKETS, MOTION CARRIED 5-0

MOTION ARNE/TROTTIER TO LIMIT DISC GOLF TOURNAMENT DATES BETWEEN MAY 15 AND SEPTEMBER 30, MOTION CARRIED 3-2 LOGELIN AND TOFT OPPOSED

MOTION ZIERDEN/ARNE REQUIRE 40 OR MORE PARTICIPANTS TO OBTAIN AN EVENT PERMIT TO HOST A TOURNAMENT WITH A MAXIMUM OF 180, MOTION CARRIED 5-0

MOTION ZIERDEN/TOFT TO ALLOW ONE DISC GOLF COURSE EVENT PER MONTH, MOTION CARRIED 5-0

MOTION ZIERDEN/TROTTIER TO LIMIT HOURS OF AN EVENT BETWEEN 8:00 AM AND 8:00 PM, MOTION CARRIED 5-0

MOTION TOFT/LOGELIN TO REQUIRE A \$300 REFUNDABLE DAMAGE DEPOSIT FOR DISC GOLF EVENTS, MOTION CARRIED 5-0

Parks Master Plan Section Review

Discussed naming the Disc Golf Course Breezy Point Park Reserve Park One and Park Two

Committee Member Reports

Gail suggested involvement of the local disc golf club with planning. Discussed the use of silencers on some baskets.

September 14, 2023 Parks and Recreation Committee Workshop Master Plan Update

MOTION TOFT/ZIERDEN TO MOVE SEPTEMBER MASTER PLAN UPDATE WORKSHOP TO NEXT MEETING DATE OCTOBER 12, 2023, MOTION CARRIED 5-0

Adjourn

MOTION TROTTIER/TOFT TO ADJOURN, MOTION CARRIED 5-0.

Meeting adjourned at 7:11 p.m.

Submitted by Deb Runksmeier, Deputy Clerk



TO: Parks & Recreation Committee
FROM: David Chanski, City Administrator/Clerk
RE: Discussion on Transition from Advisory Committee to Authoritative Committee
DATE: October 12, 2023

Background

During the City Council meeting on October 2nd, the City Council discussed the organization of the Parks & Recreation Committee and considered a resolution from Mayor Zierden to expand the Committee from 7 members to 9 members. Part of this discuss involved transitioning the Committee from an advisory committee to an authoritative committee. Ultimately, the City Council directed to have the Parks & Recreation Committee discuss the topic prior to taking any formal action.

Committee Organization

As was shared during the April 13 committee meeting, [Section 33.35](#) of the City Code establishes the Parks & Recreation Committee and its operations. Subpart E of Section 33.35 outlines the purpose and duties of the Committee. The *purpose* of the Committee is to “review and to make recommendations to the City Council on the development and organization of the City parks, trails and recreation programs.” The general *duty* of the Committee is to “prepare, hold hearings on and recommend to the City Council the plans, programs and policies as it deems necessary to carry out the purposes of this section.”

Section 33.35 also states that the committee membership shall be no less than 5 and no more than 7. Members are nominated by the Mayor and approved by the full City Council.

Park Board Per Statute

[MN Statute 412.501](#) authorizes cities with a population over 1,000 to establish a park board, which may consist of 3, 5, 7, or 9 members, and sections [412.511](#) and [412.521](#) establish the powers a park board may have. In short, statute permits park boards to be an authoritative subdivision of the city council that established them.

While statute does provide park boards with certain powers, City Code Section 33.35 specifically states, “The Committee shall not be considered a Park Committee under state law and shall have no powers to acquire or lease land, employ personnel or enter into contract or leases, or any similar powers authorized for a Park Committee by state law.” As such, the Breezy Point Parks & Recreation Committee is exclusively an advisory body to the City Council.

Committee Action

The City Council has requested that the Parks & Recreation Committee consider whether the City Council should move forward with the process of transitioning the Committee from an advisory committee to an authoritative committee and if the size of the committee should be altered.