



PARKS AND RECREATION COMMITTEE

Thursday, August 10, 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. June 8, 2023 Regular Parks & Recreation Committee Meeting Minutes

B. July 13, 2023 Regular Parks & Recreation Committee Meeting Minutes

C. July 13, 2023 Parks & Recreation Committee Workshop Minutes

7. NEW BUSINESS

8. OLD BUSINESS

A. Master Plan Section 1 Update

9. STAFF REPORTS

10. COMMITTEE MEMBER REPORTS

11. ADJOURN TO WORKSHOP

**Breezy Point Parks & Recreation Committee
Thursday, June 8, 2023 – 5:00 p.m.
Meeting Minutes**

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

Assistant Administrator Eick took Roll.

All present stood for the pledge of allegiance.

Approval/Amendment of the Agenda

Bill Toft requested additional items to the agenda. Signs for parks and Budget increases.

MOTION TOFT/LOGELIN, TO AMEND THE AGENDA WITH ADDING ITEM 6.B. SIGNS, CARRIED 5-0

MOTION MCKELLAR/ARNE, TO APPROVE THE AGENDA WITH ADDING ITEM 6.B. SIGNS, CARRIED 5-0

May 11, 2023 Minutes

MOTION WILLIAMS/LOGELIN TO APPROVE THE MAY 11, 2023 MEETING MINUTES, MOTION CARRIED 5-0

Signs Discussion

No smoking and No alcohol at disc golf and beach. Look into adding QR code for donations and rules. Staff to look into the cost of signs and bring to July meeting.

MOTION MCKELLAR/TOFT TO DIRECT STAFF TO RESEARCH PURCHASE OF ADDITIONAL SIGNS AT PARK LOCATIONS AND INVESTIGATE QR CODES, MOTION CARRIED 5-0

Open Forum – No One Spoke

Disc golf update

Council decision to continue with the disc golf expansion was discussed.

Event application with liability waiver for special events to be created. Fees for special events permit.

City trails to be discussed at July meeting. Committee members to visit the trails individually before.

Parks and Recreation Master Plan

Discussion was made to direct staff to increase next year's budget for the Parks and Recreation Department.

Diane Williams left the meeting at 6:20 pm

Staff to schedule workshop plan

MOTION LOGLELIN/MCKELLAR TO APPROVE WORKSHOP SCHEDULE AS SHOW IN THE PACKET, MOTION CARRIED 4-0

Arne spoke about money for a community garden.

MOTION TOFT/MCKELLAR TO DIRECT STAFF TO BREAK DOWN BUDGET ITEMS INTO MORE DETAILS, MOTION CARRIED 4-0

MOTION ARNE/LOGELIN TO INCREASE THE PARKS AND RECREATION BUDGET \$100,000, MOTION CARRIED 4-0

Sandra Logelin left the meeting at 6:44 pm

Staff Reports

City hall design, New Website, and new microphones

Adjourn

MOTION MCKELLAR/ARNE TO ADJOURN, MOTION CARRIED 3-0.

Meeting adjourned at 6:47 p.m.

Submitted by Deb Runksmeier, Deputy Clerk

Breezy Point Parks & Recreation Committee
Thursday, July 13, 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, Jim McKellar, Bill Toft, and Diane Williams. Members Sandra Logelin and Deanne Trottier were absent. Staff present were City Administrator David Chanski, Assistant City Administrator Daniel Eick, Deputy Clerk Deb Runksmeier, Ex Officio Joe Garcia, and Council Liaison Michael Moroni.

Administrator Chanski took Roll.

All present stood for the pledge of allegiance.

Approval/Amendment of the Agenda

MOTION MCKELLAR/ARNE, TO APPROVE THE AGENDA AS PRESENTED, CARRIED 5-0

Open Forum – the following members of the public spoke:

- Russ Ninke 7592 Scenic Overlook

Night to Unite

Discussion of activities and agencies at the annual event. Volunteers needed to serve on August 1.

MOTION ARNE/ZIERDEN TO PURCHASE GAS GRILL UNDER \$500 FOR NIGHT TO UNITE EVENT, MOTION CARRIED 5-0

Parks Signage

No Fishing at Beach, No motor vehicles on disc golf, No smoking, No Alcohol.

Recommendation to council for ordinance wording of no smoking and not drinking on all city owned property.

MOTION TOFT/ZIERDEN FOR RECOMMENDATION TO COUNCIL OF NO SMOKING AND NO ALCOHOL OF ANY KIND ON CITY PROPERTY, MOTION CARRIED 5-0

MOTION ZIERDEN/MCKELLAR TO DIRECT STAFF TO GET QUOTE FOR SIGNS, MOTION CARRIED 5-0

Budget

Administrator Chanski reviewed details of the current budget.

MOTION WILLIAMS/ARNE TO APPROVE THE 2024 PARKS AND RECREATION BUDGET,
MOTION CARRIED 5-0

Four Season Trail

Assistant Administrator Eick shared information out the Four Season Trail. Committee discussed the current status of the trail and possible improvements. Fix bench, dog poop station, and direction signs.

Staff Reports

Administrator Chanski gave an update for the August Council meeting items and Buschmann Road open house.

Committee Member Reports

Bill Toft requested information about the disc golf course.
Diane Williams shared positive feedback from the City Hall Park Pavilion area.

Adjourn

MOTION ZIERDEN/ARNE TO ADJOURN, MOTION CARRIED 5-0.

Meeting adjourned at 6:50 p.m.

Submitted by Deb Runksmeier, Deputy Clerk

Breezy Point Parks & Recreation Committee
July 13, 2023 - 6:55 pm
Committee Workshop Minutes

A workshop of the Breezy Point Parks & Recreation Committee began at 7:00pm. Committee Members present were Megan Zierden, Gail Arne, Jim McKellar, Bill Toft, and Diane Williams. City Administrator David Chanski and Assistance City Administrator Daniel Eick were also in attendance. The purpose of the workshop was to discuss and plan a redrafting of section 1, the Plan Elements section, of the City of Breezy Point Parks & Recreation Master Plan.

Assistant City Administrator Daniel Eick walked the Committee through the original 2011 Master Plan and requested their input. Areas of discussion included:

- Mission Statement
 - o The committee discussed the Master Plans mission objectives and altered the language to remove instances of terms such as: "acquire and preserve," "up north character," and "open space" or "green space."
 - o The Committee also debated the definitions of the terms listed above and directed staff to improve the use of such terms in the redraft and condense this section.
- Plan Objectives
 - o The Committee requested staff condense this section by removing redundant language and add an element to "enhance marketing and communication" for parks and trails.
 - o Additionally, the Committee debated adding language into this section referring to the Committees fiduciary responsibility to protect residents and taxpayers.
 - o Finally, the Committee requested the specific budget numbers outlined in this section be removed as they are no longer relevant.
- Development History and Calendar
 - o The Committee requested staff remove "the process" and "community input" sections as they are no longer relevant.
 - o In place of these sections, the Committee requested staff create a history section meant to summarize the findings of the removed sections and add a calendar of important events for the Committee to consider each year.
 - o Additionally, the Committee requested a statement of intent be added to the Master Plan, so they revisit the document every five years to refine and update it.

The meeting was adjourned at 7:50pm.

Daniel Eick, Assistant City Administrator

TO: David Chanski, City Administrator/Clerk
FROM: Daniel Eick, Assistant City Administrator
RE: Master Plan Updates: Workshop 1
DATE: August 4, 2023



Summary

During the Committee’s first Workshop on the Parks & Recreation Master Plan held on Thursday, July 13, staff were directed to redraft Section 1 ahead of the next Regular Parks & Recreation Committee Meeting. Those changes to the Master Plan are included in the redrafted document attached below.

Committee Action

Staff is seeking Committee approval of the redrafted first section, or Plan Elements section, of the Parks & Recreation Master Plan.



City of Breezy Point

PARKS, TRAILS, AND OPEN SPACE MASTER PLAN



July 24, 2023

**City of Breezy Point
Parks and Recreation Committee
2023**

*Megan Zierden, Chair
Sandy Logelin, Vice Chair
Michael Moroni, Council Liaison
Josef Garcia, Ex Officio
Bill Toft, Committee Member
Deanne Trottier, Committee Member
Diane Williams, Committee Member
Gail Arne, Committee Member
Jim McKellar, Committee Member*

CITY STAFF

*David Chanski, City Administrator/Clerk
Daniel Eick, Assistant City Administrator
Joseph Zierden, Public Works Supervisor
Deb Runksmeier, Deputy City Clerk*

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Section 2: Parks

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Trails

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Open Spaces/Linear Parks

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Conclusion

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Appendices

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Section 1: Plan Elements

Mission Statement of the Parks and Recreation Committee

The City of Breezy Point Parks and Recreation Committee seeks to acquire and preserve natural environmental areas with green spaces and provide recreational services that positively impact the health of our citizens, the broader City economy, and quality of life.

The Objective of the Parks, Trails, and Open Space Plan Master Plan

The City of Breezy Point Parks and Recreation Committee seeks to ensure existing park and recreational opportunities serve the residents of Breezy Point today and in the future. As such, this plan will create a framework to achieve this goal and ensure the community secures sufficient and appropriate land to:

- Develop high quality parkland with varying recreational opportunities.
- Create Open spaces and trails that meet the needs of all members of the community.
- Continue developing park and community areas with amenities for residents and visitors alike.
- Communicate and promote the use of parkland to enhance its use as a community building tool.

This document refines and implements general direction established throughout the Breezy Point Comprehensive Plan to guide park and recreation development moving forward. As the City grows, the Committee will plan for its budget to responsibly reflect this growth, so that subsequent Committees and residents are able to:

“Increase the amount of land devoted to parks and public open space whether for recreation or environmental protection. Extend and improve the trail corridor system. Improve public access to the lakes.”

The City of Breezy Point Parks and Recreation Committee believes the citizens of Breezy Point desire a community that protects and preserves its natural asset features, recreation, and water quality. The development of parks, trails, and open spaces is an expenditure that can serve as an investment in the future well-being of individuals and groups when handled responsibly. As such, the committee will strive to contribute to the attractiveness and viability of the City while planning to utilize the City’s monetary resources in a responsible and cohesive manner for the long term.

This Master Plan is a living document which the Committee intends to review every 5 years to evaluate and refine demographic, recreational, or financial trends that evolve over time. The Parks and Recreation Committee can alter this plan at any time to reflect changes in the City’s Comprehensive Plan accordingly.

History and Development of the Parks, Trails, and Open Space Master Plan

In 2011 the City of Breezy Point Parks and Recreation Committee drafted the City’s original Parks, Trails, and Open Space Master Plan utilizing information gathered throughout the 2010 Comprehensive Planning process. This process included:

- A review of planned future land use development in long term planning.
- A review of the 2010 community survey and presentation of relevant data.
- A review of all currently owned parkland, trails, and open spaces within the City.
- A review of the standing parkland dedication formulas and their associated financial costs.
- A review of all associated goals, strategies, and policies associated with parkland development.

Core considerations of the original plan were developed throughout several Citizen Brainstorming Sessions. From these sessions the Parks and Recreation Committee learned people chose to live in

Breezy Point primarily for its location, natural features, and quiet community. Following from this the Committee tasked itself with sustaining these features by:

- To Preserve the City’s feel of clean lakes, trees, wildlife, and general green space or nature as a draw for tourism in recreational activities. Previous land use planning and development has focused on this broad goal.
- To Improve said spaces with green and/or nature focused amenities, such as trails and paths, while maintaining open water access through the City beach. Previous improvements have focused on maintaining access opportunities for community members regardless of age or location.
- To allow for the unique character of Breezy Point to thrive by further developing the City’s recreational facilities and opportunities. Proposed improvements included a community center, public swimming pool, fitness center, and trail system expansions.

Timeline of Regular Events

A timeline of events relevant to the Parks and Recreation Committee is included below. While not all items on this list require committee action some may be of general interest to members.

<i>Event</i>	<i>Date</i>
<i>Tax Forfeiture Lot County Announcement</i>	1/1/2023
<i>Budget Calendar Approval</i>	2/2/2023
<i>Parks and Recreation budget Approval</i>	3/3/2023
<i>Tax Forfeiture Lot Auction</i>	4/4/2023
<i>Budget Workshop</i>	5/5/2023
<i>Final Budget Approval</i>	6/6/2023

Section 2: Parks

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