



**AGENDA**  
**BIG LAKE PARKS ADVISORY COMMITTEE MEETING**  
**COUNCIL CHAMBERS**  
**SEPTEMBER 19, 2022**  
**6:00 p.m.**

- 1) CALL TO ORDER**
- 2) ROLL CALL** (Members: S. Creighton, K. DeCamillis, C. Ellingson, K. Green, K. Halverson, J. Merwin, D. Peterson)
- 3) ADOPT PROPOSED AGENDA**
- 4) APPROVE MEETING MINUTES**
  - 4A. Approve Regular Parks Advisory Committee Meeting Minutes of July 25, 2022
- 5) BUSINESS**
  - 5A. Streets, Parks, and Fleet Superintendent Updates
  - 5B. Recreation and Communication Coordinator 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

<b>Prepared By:</b> <i>Corrie Scott, Recreation and Communication Coordinator</i>	<b>Meeting Date:</b> 9/19/2022	<b>Item No.</b> <b>4A</b>
<b>Item Description:</b> <i>July 25, 2022 Parks Advisory Committee Regular Meeting Minutes</i>	<b>Reviewed By:</b> <i>Norm Michels, Streets, Parks, and Fleet Superintendent</i>	
	<b>Reviewed By:</b> <i>Hanna Klimmek, City Administrator</i>	

#### **ACTION REQUESTED**

Approve the July 25, 2022 Big Lake Parks Advisory Committee Regular Meeting Minutes as presented.

#### **BACKGROUND/DISCUSSION**

The July 25, 2022 Parks Advisory Committee Regular Meeting Minutes are attached for review.

#### **FINANCIAL IMPACT**

N/A

#### **STAFF RECOMMENDATION**

N/A

#### **ATTACHMENTS**

07-25-22 Parks Advisory Committee Regular Meeting Minutes

**PARKS ADVISORY COMMITTEE  
MEETING MINUTES**

**July 25, 2022**

**1. CALL TO ORDER**

Chair Peterson called the meeting to order at 6:02 p.m.

**2. ROLL CALL**

Committee Members present: Kristi DeCamillis, Ketti Green, Ken Halverson, and Doug Peterson. Committee Members absent: Scott Creighton, Cory Ellingson, and Jack Merwin.

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 DeCamillis, unanimous ayes, motion carried.

**4. APPROVAL OF MINUTES**

Committee Member Halverson motioned to accept the May 23, 2022 Parks Advisory Committee minutes as presented. Seconded by Committee Member Green, unanimous ayes, motion carried.

**5. BUSINESS**

**5A. LAKESIDE PARK FLAG POLE DISCUSSION**

Michels reviewed that the American Legion is proposing to fund the installation of three flag poles at Lakeside Park and asked the Committee to discuss the idea further.

Green asked about solar lights that go on top of the flag poles. Halverson stated that placing the lights on the gazebo would be easier to get to if maintenance is needed. Michels stated that LED lights usually do not melt snow that falls on them, so that would be a downfall there. Peterson asked if staff looked into other locations rather than the entrance to Lakeside Park. Michels stated that placing it near the entryway would be low maintenance as it replaces the landscaping there.

Peterson stated that he considered placing the flag near the Freedom Rock or near the welcome sign, but it that the entrance seems like the best option. Halverson stated that it would be easily visible near the Freedom Rock if placed near the entrance of the park. Halverson asked if a short crash pole could be placed near the flag as it is near heavy traffic. Michels stated that he could look into the addition of some kind of buffer.

Michels discussed the pricing of the different sizes of flags. Halverson and Peterson stated that they would like to see the larger flag poles. Halverson stated that American Legion plans to put some of the money down for the project and will continue to make installments to cover the remainder of the costs over time.

## **5B. STAFF UPDATES**

Michels stated that Powell Park was unable to be fully installed prior to the street being redone so he moved the deadline back for the contractor. He stated that he hopes to start installation in early August depending on the weather with the park being open to the public by the end of August. He stated that in the meantime the park is fenced off as it is not safe for public use until the wood chips are installed. Michels stated that new mulch has been installed at Highline Park and Hudson Woods Park and it turned out very well.

Michels reviewed that there was vandalism at Bluff Park recently. He stated that if the public is concerned about something at a City park that it is important to report it to the nonemergency police line so that there is some sort of report on file. Peterson asked if the police department would be able to handle an increased volume of calls reporting vandalism. Michels stated that they should but it would be addressed if it gets too overwhelming.

Scott reviewed the status of various programs and recreation taking place in the community's parks. Peterson offered to volunteer for Movie in the Park in September. Michels stated that Graniteman Triathlon will be happening on August 6, 2022 at Lakeside Park. DeCamillis stated that the Big Lake Bass team would be interested to help clean up the park whenever needed including after the Triathlon. Green asked if Graniteman needs volunteers for their event. Michels stated that they have volunteers secured. Green asked how to get rid of the weeds on the esplanade on Highway 10. Michels stated that spraying the weeds is the only option that is safe, but that it needs to be done on a day that isn't windy.

Green asked about Highway 81 near Norland Park where the sidewalk ends who is responsible for the grass as it has gotten very tall this year. Michels stated that he is working on finding out who is responsible because if it is the City's responsibility then they will take care of it. He stated that there is an issue with this on the East side of the City as well, but that he is working on it.

Halverson asked if there is a way to get soap or sanitizer in the bathrooms at Lakeside Park. Michels stated that they haven't been putting soap in the bathrooms because they

have been torn off the walls multiple times. Halverson recommended putting a cage over the dispenser. Michels stated that he will look into it.

DeCamillis asked if Lakeside Park is going to be treated for swimmers itch this year. Michels stated that usually swimmers itch comes around in July depending on the heat and that the beach can only be treated once a year. He stated that he has only received one complaint of swimmers itch and he doesn't plan to start treating for it unless it is necessary.

## **6. COMMITTEE MEMBERS' REPORTS**

Halverson stated that there is some proposed parkland coming in front of the City Council this week that he doesn't want the City to take on. He stated that he believes the land might be hazardous. Halverson reviewed that the new Police Chief should start soon. He also stated that he would like to see a plan put together regarding parks maintenance/replacement and the Park Dedication budget.

7. **OTHER** – None.

## **8. ADJOURN**

Committee Member Green motioned to adjourn the meeting at 6:46 p.m. Seconded by Committee Member Halverson, unanimous ayes, meeting adjourned.



5A

## Streets, Parks, and Fleet Superintendent Updates

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- 1. Flags at Lakeside Park:** Public Works will be working with Coil's Flags of St. Cloud to install a flag trio in the entrance to Lakeside Park consisting of one 30-foot pole with the US flag and two 25-foot poles with both the POW flag and Minnesota flag.
- 2. Powell Park:** The concrete sidewalk, picnic table and porta-potty pads are poured, irrigation and final grading complete, grass seed planted. Mulch scheduled to be leveled by the end of the month.
- 3. Freedom Rock Shelter:** The design of the shelter is in the final stage of design at Structural Buildings.
- 4. Fall Park Maintenance:** Public Works has started fall season maintenance in the parks consisting of fall fertilizing and aerating.



**5B**

## **Recreation and Communication Coordinator Updates**

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### **1. Programming**

- a. Summer Farmers Market:** The 2022 Summer Farmers Market season is coming to an end with the final date of the season being Wednesday, September 28, 2022. Planning for the 2023 season will begin this winter.
  - b. Winter Farmers Market:** The 2022-2023 Winter Farmers Market season planning is underway. The market will take place on the third Saturday of the month from November-April.
  - c. Movie in the Park:** The second Movie in the Park event was rescheduled to Friday, September 23. Staff is in need of two volunteers to help with parking from 6:15-7:30 p.m. that day.
- 2. Rebranding:** Staff is working with CivicPlus to create a new web design that better incorporates the new logo. We have a layout and color palette chosen and we are waiting on CivicPlus to transfer our content into the new layout which should be completed by the first week of October.