

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

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### **Background**

During the City Council meeting on October 2<sup>nd</sup>, 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.