

TO: Mayor and City Council
FROM: Daniel Eick, Assistant City Administrator
RE: Discussion on Expansion and Empowerment of
The Parks and Recreation Committee
DATE: October 30, 2023



Summary

On Monday, October 2, 2023, the City Council discussed the organization of the Parks & Recreation Committee and considered a resolution to expand the Committee from 7 to 9 members. Part of this discussion involved transitioning the Committee from an advisory committee to an authoritative committee. Ultimately, the City Council directed the Parks & Recreation Committee to discuss both topics prior to formal action.

On Thursday, October 12, 2023, the Parks and Recreation Committee discussed both items as outlined below in the memo from City Administrator David Chanski. Pursuant to that conversation, the Committee motioned to remain at 7 members and to remain a recommending committee as outlined in current City Ordinance.

A recording of that meeting can be found online on the City's YouTube channel at the link below. Discussion of the item begins at 00:37:42 and ends at 01:10:45.

- https://www.youtube.com/watch?v=T3_xVta5dBw

Council Action

No action from Council is requested at this time.



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.