

PARKS & RECREATION COMMISSION MINUTES – June 25th, 2019 - 5:00 P.M.
ISANTI COUNTY GOV. BUILDING – UPSTAIRS TRAINING ROOM
555 18th Ave SW, Cambridge, MN 55008

Voting Members Present: Bill Carlson, Dave Ringstad, Dave Oslund, Wayne Anderson, Barb Kilpatrick, Luke Merrill, Carol Urness, Susan Blom, Richard Reichle, Lee Kingsbury, Kathy Szczech

Staff Present: Barry Wendorf

- A.** The meeting was called to order at 5:00 p.m. by Chair Bill Carlson. Ringstad motioned, Oslund seconded to approve the meeting agenda. **Motion carried.**
- B.** Minutes – Oslund motioned, Blom seconded, to approve meeting minutes of May 28th, 2019. **Motion carried.**
- C.** Budget Report – Ringstad motioned, Kingsbury seconded to approve the May Budget Report. **Motion carried.**
- D.** Bills and Invoices – Merrill motioned, Oslund seconded to pay 22 bills totaling \$97,134.88 for the month of June. **Motion carried.**
- E.** Director's Report
1. 2019 Programs / Events – Plant Exchange @ Anderson Park had 30 participants. The Parks Director had a booth at the Cambridge Day Out and contacted 58 visitors regarding events and the Anderson Park MP Update. Director requested volunteers from the park board to help staff the booth during the County Fair. Lee Kingsbury volunteered to help take down booth on Sunday. Director continues to request donations for the Medallion Hunt on August 5th. Continue planning for Fall Festival.
 2. Anderson Park Development – Well, electricity, and binoculars will be installed in the next two weeks. Last thing are the interpretive panels.
 3. Hanon Property – North Branch Fire will be burning the house as a training exercise. Director will look into options for removing the outbuildings. A request was made to get a quote for prairie restoration from PRI.
 4. Springvale Single Track – Director attended the Bike Summit in Chisolm in order to better understand the options and process in choosing a trail builder. Trail Source will continue to complete the design layout in the amount of \$2,500 as recommended by the Park Board.
 5. Dalbo County Park Bulletin Board – The Long Lake Leaders 4H Club constructed and installed the bulletin board. A brochure will be developed prior to next year.
 6. Park Visitor Numbers were reviewed.
- F.** Other Business
1. Park Maintenance Positions – There are currently two vacancies within the Parks Department. Applications will be accepted through July 4th with plans to fill the positions by the end of July.
 2. Anderson Park Master Plan Update – Public input information is being dispersed during park events. The Parks Director will be attending the Cambridge Day Out event on June 2nd as well as a booth at the County Fair in order to gain public input on the master plan update. An online interactive map has been posted on the Isanti County Parks Website.
 3. 2020 Budget Proposal – Merrill motioned, seconded by Urness to approve the proposed budget in the amount of \$248,797 for 2020. **Motion carried.** Merrill motioned, seconded by

Ringstad to additionally approve the request to add an assistant position responsible for marketing, programming, granting, and implementing the Trail & Bikeway Master Plan.

Motion carried. Ringstad motioned, seconded by Merrill to approve the 5 year Capital Improvement Plan as presented. **Motion carried.**

4. Discuss Park Board Park Tour – For the September 24th meeting it was agreed to tour the Anderson Park Properties leaving the Government Center at 4:00 pm and if time allows to visit Becklin Homestead at the end.
5. Per Diems.

G. Next Meeting Scheduled for **Tuesday, July 23rd, 2019 – 5:00 p.m.**

H. Reichle motioned, Urness seconded to adjourn meeting. **Motion carried.** Meeting adjourned at 6:35 pm.

Submitted by, Barry Wendorf – Isanti County Parks Director