



## PARKS, RECREATION & CULTURE BOARD AGENDA

Council Chambers

Tuesday, January 26, 2016

6:00pm

1. Meeting Opening
  - A. Call to Order
  - B. Pledge of Allegiance
  - C. Roll Call
  - D. Agenda Modifications
2. Organization of Advisory Bodies as per Chapter 8 of the Isanti City Code
  - A. Oath of Office for new Parks, Recreation & Culture Board Members
    - a. Aaron Zdon
  - B. Chair of Parks, Recreation & Culture Board
  - C. Vice-Chair of Parks, Recreation & Culture Board
  - D. Secretary of Parks, Recreation & Culture Board
  - E. Approve Parks, Recreation & Culture Board Meeting Dates
  - F. Discuss of Parks, Recreation & Culture Board Member Involvement with other Boards
  - G. Review of Conflict of Interest Policy – Resolution No. 2017-017
3. Approval of Minutes from November 22, 2016 Parks, Recreation & Culture Board Meeting.
4. Schedule Annual Park Tour
5. 2017 Project Overview
6. Legacy Award Nominations for Consideration by the PRC Board
7. Mattson Tennis Court Discussion
8. Mini Grant Opportunity
9. Parks Updates
10. Adjournment

## 2017 PARKS, RECREATION AND CULTURE BOARD MEETING

AND

### APPLICATION SUBMITTAL DATES

| Parks, Recreation and Culture Board Meetings | Application and Material Submittal Date |
|--|---|
| January 24, 2017                             | January 18, 2017                        |
| February 28, 2017                            | February 22, 2017                       |
| March 28, 2017                               | March 22, 2017                          |
| April 25, 2017                               | April 19, 2017                          |
| May 23, 2107                                 | May 17, 2017                            |
| June 27, 2017                                | June 21, 2017                           |
| July 25, 2017                                | July 19, 2017                           |
| August 22, 2017                              | August 16, 2017                         |
| September 26, 2017                           | September 20, 2017                      |
| October 24, 2017                             | October 18, 2017                        |
| November 28, 2017                            | November 22, 2017                       |

\*\*No meeting in December

**CITY OF ISANTI  
PARKS, RECREATION, AND CULTURE BOARD  
MEETING MINUTES  
November 22, 2016  
City Council Chambers**

**1. Meeting Opening.**

**A. Call to Order.**

Zdon called the meeting to order at 6:00 p.m.

**B. Pledge of Allegiance.**

Everyone stood for the Pledge of Allegiance.

**C. Roll Call.**

**Members Present:** Jennifer Garvey, Mayor Wimmer, James Witte, and Aaron Zdon

**Staff Present:** Katie Everett, Community Events and Parks Coordinator

**D. Agenda Modifications.**

Zdon asked if there were any agenda modifications. There were none.

Motion by Garvey, second by Witte to approve the November 22, 2016 Parks, Recreation, and Culture Board Agenda. Motion was unanimously approved.

**2. Approval of Minutes from October 25, 2016 Parks, Recreation and Culture Board Meeting.**

Motion by Wimmer. Second by Garvey. Vote was unanimously approved.

**3. Community Garden 2017 Handbook**

Everett explained that she took what we had from 2016 and put a picture of our real garden on it and updated some of the things that we talked about last time and put in new dates. One point that she wanted to highlight that was changed was on the wordy side [of the brochure] under "Community gardeners will": "maintain their plots through the end of the season and arrange for care of plots during vacation or other extended absence. In the event that a plot can no longer be maintained, gardeners will notify the City of Isanti as soon as possible" and that was to cover if somebody were to be done in July, we'd have this to say that it's yours to be taken care of until the end of the season. Everett said that if that goes with what the board was thinking she will keep it in there. Garvey agreed that it was. Everett stated that she updated the dates for the season; staff had talked about ending the season a little bit earlier next year because we ran into frost and things this year, and people were done for the most part at the beginning of October. Everett put in the handbook that the season would end October 15<sup>th</sup> next year. We didn't have a ton of people that just grew pumpkins or anything that they would be waiting for; Everett doesn't see a lot of people being upset about not having those extra couple weeks, and it makes more sense for having running water end at that time. Zdon agreed.

Everett stated that on the cover page, all of those dates are updated. Council did approve the registration period that the board discussed so that is set. Everett stated the kick-off party will be the pre-season meeting, and everyone can get together and we'll go over rules and that kind of thing, but a party sounded like more fun than a meeting, so hopefully people come. The first day to garden and last day to garden are listed there too. The gardeners also talked about doing more gatherings and those kinds of things during the summer, but Everett stated that if that's something she is going to coordinate, she'll do surveys to see when people can come after they're registered so that it's not just something she makes up and then no one can come. Those will be to be determined. Prices are the same; the rest of the rules are all the same.

Everett asked Mayor Wimmer if this should go to Council to get approved as well. Wimmer stated that it should. Garvey motioned to have the amended handbook brought to Council for approval, Wimmer seconded; the motion was unanimously approved.

#### 4. Parks Updates

Everett stated that the second movie night was very snowy, but 32 people came. Garvey stated that was very good turnout for that night. Everett stated we had more people come to that one than the first one, and it was great to see all of those people come. The next movie is Elf and South Isanti Baptist Youth Group will be coming in to run that one. Everett stated that it's a great December movie so we should have a good turnout; they have invited a bunch of people on our Facebook event and that kind of thing too.

Everett stated that she and Mayor Wimmer went to the Bike Isanti County meeting, and the purpose of that meeting was to select who was going to do the master plan. They had a couple of proposals come in and the group weighed pros and cons of those. The committee chose one that has to go to the County Board for approval. Part of that process is going to be County staff making sure they have money for the proposal that the committee selected; they have the majority of it, but there definitely is a gap in funding there that they need to come up with. Wimmer stated that the proposal that was selected, he thought the County staff might have been leaning toward the other proposal because it was cheaper, but they only had one public meeting. The proposal that was selected has a meeting in each of the three cities, has more input from the public, it costs more, but there's more work to do and it's a good proposal that brings in a lot of public input, and hopefully the County Board will go with that recommendation. Everett stated that she did talk to them at the end of the meeting and it sounded like the county board will accept it as long as they find the money to cover it.

Wimmer stated that he had two updates. Council has goal setting in January, and there are two items from PRC that will be going there. One will be the dog park and the other is the outdoor hockey rink to see if there is commitment to either, and then making that a goal for Council to make that happen. He will let the board know if February.

Everett stated that she has been working with Josi [Public Services Director] on some inspection forms for each of the parks. There had been some started, but not really in a helpful way. It was a really long list that in most of our parks only a few of things apply. Everett has gone through the standard list and made it applicable to each of our parks, so it will be a checklist that she or someone from Public Works can go through every month to make sure things are being kept up and we don't end up with a big list of surprises again. That doesn't mean that things that are found will be budgeted, so there may still be discussions that need to be had, but at least we'll know more regularly what's going on and what needs to be replaced. That is a work in progress.

Everett stated that the Parks Brochure is coming. Basically, we'll just have to start over the next couple of months finding bands and scheduling them for Street Dances and getting programs for next year set. As far as she knows, that won't need to be done until the beginning of February so we have some time to work on it, but she wanted to put it on the Board's radar.

Everett stated that in discussions with other staff, the Arts and Science Academy is making some progress. We don't have anything finalized with them yet, but it sounds like wheels are turning, and hopefully we can get agreements settled so that things can move forward. Wimmer stated that they have their planning done, but it doesn't look like they're going to build a gymnasium that they were looking at initially so we are looking at doing something with the lot so we can split that off and put it to their existing primary lot. They are looking at doing a middle school, and then eventually a high school at

some point. They are moving forward on the park portion that we had discussed with them, but they have a couple of irons in the fire.

Everett stated that the Bluebird climbing equipment is here, but she hasn't gotten a hold of the guy from St. Croix who is supposed to come and put it back up. She asked if the board would be okay with it being put up in the spring so it doesn't just sit out there all winter, she doesn't know how much it gets used in the winter. If it makes sense to put it in next spring we can. The ground is not that frozen yet, so if we want to put it in now, she can get in touch with him. Wimmer stated he would recommend waiting until spring. Garvey agreed. Everett stated that she'll let them know, and she'll tell them to plan on being here as soon as it is spring to get it put back up.

Everett stated that the last thing she has is the vehicle traffic issue at Legacy. She had a map to pass around that shows what we're thinking needs to be done. We'll have a gate installed at the end of where the pavement is right now, and because of the easements that we're using, we'll have to tell people to use that access road to get in. The map shows where we will ask them to walk. Part of the process will be having Bolton and Menk redo the trail map for us so it shows that, so there is a cost involved with that as well. We'll need to make sure that we have sources for the funding for the engineering and for getting the equipment for the gate. Once we have that, in the springtime we can put the gate in. Everett passed the map around and explained that the ponds that are out there belong to the City so if people go about halfway up the road, there is already an easement. Wimmer stated that it is an access easement to the stormwater ponds for when the area gets built out. He explained that we tried for a while to get a closer in to where most people are walking, but we do have an access easement that will serve as our designated trail. The bank has kind of just shut down on working with us, and we aren't exactly sure why, but it is what it is at this point.

Everett stated that the only other thing she had was a letter for Zdon because his term is expiring at the end of the year. The opening has been posted.

Zdon stated that there is no meeting in December; Everett confirmed.

##### **5. Adjournment**

Motion by Wimmer, second by Witte to adjourn the November 22, 2016 meeting of the Parks, Recreation, and Culture Board. Motion was approved.

The meeting adjourned at 6:13 p.m.

Dated at Isanti, Minnesota this 22<sup>nd</sup> day of November, 2016.

Respectfully submitted,



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Katie Everett  
Community Events and Parks Coordinator



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** January 24, 2017

**Subject:** 2017 Project Overview

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**Background**

There are several projects that have been budgeted for in 2017. Staff will work to complete these projects and report back as they are completed:

- Skate park panels – staff will order new panels as the budget allows. Public Works will move the equipment and replace panels in the spring when it warms up\*
- \$6500 – Repair/Replace Park Structures/Equip: this is the budget for addressing issues similar to those on the former “prioritized list” created by the Park Board\*
- Light timer for Unity and Bluebird
- Benches/Tables for Mattson and Isanti Hills Neighborhood Park\*
- \$5000 new park signs (~\$420 each + freight)\*

\*Staff is requesting discussion and direction from the Park Board. See below for further explanation.

*Skate Park Panels*

Before the equipment is reinstalled, the location on the cement will need to be decided. Park Board may wish to discuss this placement, or direct staff to choose the location based on the areas that stay the driest. The equipment will not be able to be installed until the weather is warm enough for the boards to be flexible.

*Repair/Replace Park Structures/Equipment*

Hole in the side of a Bluebird slide – the whole slide will need to be replaced. GameTime has quoted this piece at about \$700 to replace; St. Croix Rec estimated \$2,500 plus \$200 shipping.

Slide mats (\$196 each)- these were included on the priority list, but the 2016 budget didn’t allow for more to be ordered. There are currently 12 single slides, 4 triple slides, and 4 toddler slides in Isanti parks.

Rock wall grips – Price TBD

Hopscotch/Sidewalk Stencil not ordered in 2017 - \$625

Paint Unity Ball Field foul line marker.

### *Benches and Tables for Mattson and Isanti Hills Neighborhood Park*

There is money budgeted to begin replacing tables and benches at these parks. Staff are looking for direction on which style would be preferred. Staff recommend against getting aluminum because that style has proven to be less durable. The newest tables purchased have been placed in lower use parks (Legacy Park and the Community Garden), and are recycled plastic "cedar look." The tables and benches being replaced are coated steel and have been very durable. Staff have attached a document showing the options and rough pricing estimates.

### *Park Signs*

There is money in the budget to have signs made that will match the one installed at the River Bluff Preserve entrance in 2016. Staff would like clarification on which parks should get a new sign, and the order in which to purchase them (it may be possible to order them all at once). Staff recommendation:

- Isanti Hills Neighborhood Park (formerly Tot Lot)
- Mattson Park
- Riverside Park
- Rum River Meadows
- Bluebird Park – no current sign
- VFW Park – no current sign
- Eagle Park/Farmer's Market – different style

Staff recommend waiting to get a new sign at Legacy Park until the neighborhood is developed and the sign will need to be moved. Whisper Ridge currently does not have a sign, but staff recommend that this sign is also postponed until decisions are made about the future of the park.



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** January 24, 2017

**Subject:** Legacy Award Nominations for Consideration by the PRC Board

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### **Background**

Staff received two nominations for Legacy Medals on January 5, 2017. As no nominations were received during 2016 to be awarded at the beginning of 2017 these nominations may be considered by the Parks, Recreation, and Culture Board at this time.

Dawn van Hees submitted nominations for Alexandra Schreifels and Brent van Hees. Nomination forms and email are included for PRC review. The current policy states "The opportunity is open to all Isanti City residents or members of organizations based in the City of Isanti; no age requirement." Alexandra Schreifels' address is within City of Isanti limits; Brent van Hees is a resident of Bradford Township, but has provided continued service to the Isanti VFW.

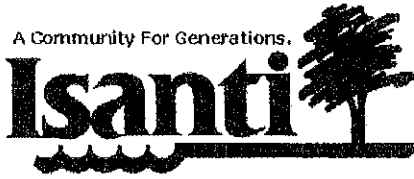
In addition to reviewing these nominations, the language of the Isanti Legacy Medal Recognition Policy should be reviewed and clarified. Currently, the policy states that the nominees will be recognized annually, but does not specify when this should occur each year. Staff also request a discussion on the application/approval process for these awards.

### **Staff Request**

Staff request PRC Board review the nominations and, if deemed appropriate, make a recommendation to City Council to recognize these nominees with a medal at a future meeting. Additionally, staff request PRC to recommend changes to the policy language for these awards.

### **Attachments**

- Nomination Forms
- Nomination Email
- Isanti Legacy Medal Recognition Policy



## Isanti Legacy Medal Nomination Form

The Isanti Legacy Medal recipient is an outstanding individual recognized for positively representing the City of Isanti either by State or National recognition or by having served the City of Isanti with distinction.

### Nomination Requirements

#### Nominee

Name: Alexandra Schreifels

Organization (if applicable): Polaris Battalion USNSCC

Address: [REDACTED]

Phone: [REDACTED]

#### Nominator

Name: Brene van Hees

Address: [REDACTED]

Phone: [REDACTED]

#### Reason(s) for Nominating this Individual

PO1 Schreifels is a 16 year old in the U.S. Naval Sea Cadet Corps. who has conducted herself in an outstanding manner. She has served our local Veterans on Veterans Day @ the Isanti VFW, Spoken publicly about our program @ the Rotary Club meeting and →

RETURN NOMINATIONS TO:

City of Isanti

110 1<sup>st</sup> Ave NW, P.O. Box 428

Isanti, MN 55040

Email: [isantiparks@cityofisanti.us](mailto:isantiparks@cityofisanti.us)

110 1<sup>st</sup> Avenue NW \* P.O. Box 428 \* Isanti, MN 55040-0428

Phone: (763) 444-5512 \* Website: [www.cityofisanti.us](http://www.cityofisanti.us) \* Fax: (763) 444-5560

Participated and built from the ground up (with a team) an ROV that took it maiden voyage in Long Lake. She wrote an article ~~that~~<sup>about</sup> this experience that was nationally published in the Sea Cadet Quarterly.

Lastly, she coordinated the Color Guard for the Cadets at each of the home C/I football games this past fall. She is an example of what we want our I-South teens to be.

A Community For Generations.



## Isanti Legacy Medal Nomination Form

The Isanti Legacy Medal recipient is an outstanding individual recognized for positively representing the City of Isanti either by State or National recognition or by having served the City of Isanti with distinction.

### Nomination Requirements

#### Nominee

Name: Brent Van Hees

Organization (if applicable): Polaris Battalion

Address: [REDACTED]

Phone: [REDACTED]

#### Nominator

Name: Dawn Van Hees

Address: [REDACTED]

Phone: [REDACTED]

#### Reason(s) for Nominating this Individual

LTJG Brent Van Hees has been leading this youth group of Sea Cadets for the past 2 years. Under his guidance he has connected with the Isanti VFW to serve Veterans on Veterans Day, participate in the Memorial Day Service @ the →

RETURN NOMINATIONS TO:

City of Isanti  
110 1<sup>st</sup> Ave NW, P.O. Box 428  
Isanti, MN 55040  
Email: [isantiparks@cityofisanti.us](mailto:isantiparks@cityofisanti.us)

110 1<sup>st</sup> Avenue NW \* P.O. Box 428 \* Isanti, MN 55040-0428  
Phone: (763) 444-5512 \* Website: [www.cityofisanti.us](http://www.cityofisanti.us) \* Fax: (763) 444-5560

... .. with my ... .. offered ... .. the 150th County

Fair to support the Isanti VFW.

He continues to grow the Unit which is currently over 70 people with Cadets and adult Staff.

He is bringing not only recognition to Isanti, but he is helping many youth become strong leaders & better citizens. I hope you will consider his contributions as worthy.

## Isanti Parks

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**From:** Dawn van Hees <dawn.van.hees@lakesandpines.org>  
**Sent:** Thursday, January 05, 2017 2:27 PM  
**To:** Isanti Parks  
**Subject:** Fwd: Message from "RNP002673A59955"  
**Attachments:** 20170105130353593.pdf

Good afternoon

I am attaching a couple of nominations for the Legacy Medal. The two people don't have any idea they have been nominated. Originally we were just going to nominate the teen, Alexandra Schreifels, but then once we wrote hers, I realized that her Commanding Office, Brent van Hees also has done amazing things with this program and for Isanti. I failed to mention in my nomination for Brent that he also worked closely with the Isanti VFW to bring the only Leaguer Ship (youth ages 10-13) in our region, which includes MN, South Dakota and North Dakota, to this area. While we drill in Cambridge, our youth range from all over including Isanti. Having the VFW sponsor us means we do many community service activities here in this town, besides all the ones mentioned in the nomination forms, we also help the Beyond the Yellow Ribbon group with the Rodeo Parade.

I appreciate you taking the time to read these, and considering each of these people for the Legacy Medal.  
Sincerely

Dawn van Hees *CCAP*  
Manager of Family and Community Services  
Head Start  
Lakes and Pines CAC, Inc.  
1700 Maple Ave East  
Mora MN 55051  
320-679-1800 ext. 108



**CITY OF ISANTI**  
**ISANTI LEGACY MEDAL RECOGNITION**  
**POLICY**

**Purpose**

To honor those who, through their actions, have brought positive State or National recognition to the City of Isanti or those who have served the City of Isanti in a distinct or extraordinary way.

**Policy**

The Isanti Legacy Medal signifies the importance of City of Isanti residents, and those who are members of organizations within the City of Isanti, have had in building the legacy of Isanti.

**Procedure for Nominating**

The following procedure should be followed when nominating an individual for the Isanti Legacy Medal:

- Request a nomination form from the City of Isanti or download off the City website.
- Return the nomination form to City Hall, mail to Isanti City Hall, 110 First Ave NW, P.O. Box 428, Isanti, MN 55040 or email [isantiparks@cityofisanti.us](mailto:isantiparks@cityofisanti.us).
- Nominations will be accepted through the Parks, Recreation and Culture Staff.
- Nominees will be reviewed by the Parks, Recreation and Culture Board who will make recommendations to the Mayor.
- Nominees selected will be recognized annually.

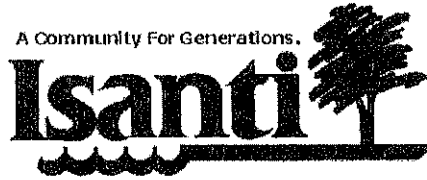
**Criteria for Nominating**

The following criteria should be followed when nominating an individual for the Isanti Legacy Medal:

- The opportunity is open to all Isanti City residents or members of organizations based in the City of Isanti; no age requirement.
- The nominee has either received State or National recognition or served the City of Isanti with distinction.
- The name and address (home or organization) of the individual nominated shall be provided.
- The reason(s) why this person should be nominated.

**Adoption Date**

December 16, 2014



## Isanti Legacy Medal Nomination Form

The Isanti Legacy Medal recipient is an outstanding individual recognized for positively representing the City of Isanti either by State or National recognition or by having served the City of Isanti with distinction.

### Nomination Requirements

#### Nominee

Name: \_\_\_\_\_

Organization (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

#### Nominator

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

#### Reason(s) for Nominating this Individual

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RETURN NOMINATIONS TO:

City of Isanti

110 1<sup>st</sup> Ave NW, P.O. Box 428

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## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** January 24, 2017

**Subject:** Mattson Tennis Court Discussion

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### **Background**

The condition of the Mattson Tennis courts has been discussed in the past. Staff have received estimates for this work, but the project is not budgeted for 2017. Estimates came in as follows:

|                      |             |
|----------------------|-------------|
| Surface Pro          | \$13,550.00 |
| Lee Sports Surfacing | \$14,600.00 |
| Tennis Court Doctor  | \$12,880.00 |

### **Staff Request**

Staff request that the PRC Board discuss the resurfacing project and give staff direction.



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board  
**From:** Katie Everett, Community Events and Parks Coordinator  
**Date:** January 24, 2017  
**Subject:** Mini Grant Opportunity

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### **Background**

City staff worked with Partners in Healthy Living to secure a mini grant for \$1,000 in 2016 that was used to help with the purchase of a picnic table and bench at the community garden. The project is still open with Partners in Healthy Living, so the City of Isanti is eligible to apply for an additional \$1,000 in 2017 for the community garden.

The 2017 budget includes funds for:

- Additional raised beds; \$430 each, \$1,290 budgeted
- Shaded area; costs vary by style/vendor, \$3,000 budgeted
- Kids' area; \$300 budgeted
- Shed; \$3,00 budgeted

### **Staff Request**

Staff request that the PRC Board discuss and prioritize this list for application to the 2017 Partners in Healthy Living (PiHL) mini-grant cycle. Staff will then work with PiHL to confirm project eligibility and apply before the March 1, 2017 deadline.



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** January 24, 2017

**Subject:** Parks Updates

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### Background

The December movie night (Elf) was hosted by South Isanti Baptist Youth Group, and there were 33 in attendance. The January movie (Hook) is scheduled for 1/20 and will be hosted by the Cambridge-Isanti Soccer Club; staff will update the board on this event. The February movie is Inside Out and Heavenly Sunshine preschool is hosting.

Programs are being scheduled for 2017. The new Parks Brochure will be published with the Spring Isantian on April 3; staff will provide a draft of the document as available during this process. Programs to continue in 2017:

- Movie Nights
- Summer program series – Earth Day clean up, pollinator planting program, water quality at River Bluff Preserves (details to come)
- Street Dances
- Nature Detectives Club
- Farmer's Market

Staff are looking for more vendors for the Farmer's Market. The season will begin May 26 and continue each Friday through September 29, except June 30, from 2:00-6:00 pm.

The community garden registration begins February 6 for returning gardeners.



## PARK, RECREATION & CULTURE BOARD AGENDA

**Council Chambers**

**Tuesday, February 28, 2017**

**6:00 p.m.**

1. Meeting Opening
  - A. Call to Order
  - B. Pledge of Allegiance
  - C. Roll Call
  - D. Agenda Modifications
2. Approval of Minutes from January 24, 2017 Park, Recreation and Culture Board Meeting.
3. Bench and Table Update
4. 2017 Parks Brochure Review
5. Tennis Court Research Update
6. Parks Updates
7. Adjournment

CITY OF ISANTI  
PARKS, RECREATION, AND CULTURE BOARD  
MEETING MINUTES  
January 24, 2017  
City Council Chambers

1. Meeting Opening.

A. Call to Order.

Giese called the meeting to order at 6:00 p.m.

B. Pledge of Allegiance.

Everyone stood for the Pledge of Allegiance.

C. Roll Call.

**Members Present:** Jennifer Garvey, Mayor Wimmer, James Witte, and Aaron Zdon  
**Staff Present:** Katie Everett, Community Events and Parks Coordinator  
Lindsey Giese, City Clerk/Human Resources

D. Agenda Modifications.

Giese asked if there were any agenda modifications. There were none.

Motion by Wimmer, second by Witte to approve the January 24, 2017 Parks, Recreation, and Culture Board Agenda. Motion was unanimously approved.

2. Organization of Advisory Bodies as per Chapter 8 of the Isanti City Code

A. Oath of Office for New Parks, Recreation, and Culture Board Member

Zdon stated the Oath of Office.

B. Chair of Parks, Recreation, and Culture Board

Giese asked if there were any nominations. Zdon stated he would continue if he was nominated. Wimmer nominated Zdon, Garvey seconded. Zdon was unanimously approved as Chair and lead the rest of the meeting.

C. Vice-Chair of Parks, Recreation, and Culture Board

Wimmer nominated Garvey, Witte seconded the nomination. Garvey was unanimously approved as Vice-Chair.

D. Secretary of Parks, Recreation, and Culture Board

Wimmer nominated Everett, Garvey seconded. Everett was unanimously approved as Secretary.

E. Approve Parks, Recreation, and Culture Board Meeting Dates

Zdon stated they are the standard dates, with no December meeting. Witte made a motion to accept the dates, Wimmer seconded the motion. Dates were unanimously accepted.

F. Discuss Parks, Recreation and Culture Board Member Involvement in other Boards.

Everett stated that in the past this was included because we had Zdon on the BMX Board. She put the item back on this year to see if there were any boards that PRC should know about. There were none.

G. Review of Conflict of Interest Policy – Resolution No. 2017-017

Wimmer stated there are no changes to the policy. He wanted to highlight something he usually talks to the City Attorney about after the presentation, and we ran into it at the Planning Commission meeting, which is not hanging around as a quorum. We had an issue with the Planning Commission that they were all hanging around after the meeting and were talking, which is a no-no. That is one thing people don't really think about, especially in a Park Board meeting in a relaxed setting, but if any business is being discussed it needs to be during the meeting and only during the meeting. If there are other events that we would all be at, like the opening of a park, that will be posted as well; just like when we do the park tour so that people know we're there. The other thing people don't think about is the daisy-chain type meeting, where if Wimmer were to talk to Garvey and then she talks to Zdon and they're talking about the same thing, that is a daisy chain meeting and is a violation of the open meeting law. Those are the two things that may go to the back of the mind; otherwise, most everybody knows not to get paid to make a decision or make a decision that benefits you personally. Everything else is the same, we just need the forms filled out and signed.

Everett stated that everyone has copies of the Conflict of Interest Policy, so if there is any discussion needed next month to let her know. If there are questions, she can ask the City Attorney. Garvey stated the Attorney is great at answering questions, so if anything comes up she recommended giving him a call.

**3. Approval of Minutes from November 22, 2016 Parks, Recreation and Culture Board Meeting.**

Motion by Wimmer. Second by Garvey. Vote was unanimously approved.

**4. Schedule Annual Park Tour**

Everett stated that this generally happens in April. Zdon stated that it should be fine by April 25; Garvey stated that we can always watch the weather and move it to May at the March meeting if we had to. Garvey motioned to have the tour in April; Witte seconded. The motion was unanimously approved.

**5. 2017 Project Overview**

Everett stated that the budget has started over, so she has listed some of the things that are included in the budget. There are other projects also included that she will update the board on when we have more information.

Everett stated there is money in the budget to order quite a few skate park panels, so we should be able to repair what is broken, but we'll have to reassess after winter if there are more than there were before. We will double check exactly what need and then get them ordered. The next step is deciding where the equipment will sit. Everett had talked with Wood (Public Services Director), and it sounds like one end or the other stays dry and the other collects water, so it may be a matter of just knowing where that is. She said she would imagine that it won't be warm enough before the April park tour to move things, so we can talk about it then. Garvey stated we can get a good idea of where the snow melt is now and keep watching it. Everett stated that there's probably water sitting on it this week, so she can go out and take a picture so we've got it.

Everett stated the next item listed is the money budgeted for the things related to what was on the priority list. Most of those things have been taken care of. One thing that was left were the slide mats. She stated that she had spoken with Harlan [playground rep] and he thought we may have mats that are buried underneath the woodchips, and that they're supposed to be about 12 inches down and are our "insurance." Everett had been assuming they were supposed to be sitting on top of the woodchips to keep them in place and give kids a soft place to land. She talked to another playground rep and he said they are supposed to be on the top. Everett stated that at this point since the slides were mostly put in by Harlan, we might actually have more than we know. It will be a matter of waiting until the ground thaws out and then Everett will go and find out. Everett stated we have quite a few slides and was wondering if the

original intent was to have them at the base of all of the slides or if there were priorities for them. Garvey asked if there was a requirement to have them. Everett stated there wasn't that she knew of, as long as we have the required depth of wood chips. From Harlan's perspective, it was extra insurance, because woodchips move so should a kid fall at the bottom of a slide, then the mat will be there. Zdon stated that he thought it should be a goal to have them at the base of all of the slides, otherwise the surface depth has to get a lot deeper. Then it saves labor and maintenance of putting the chips back all the time. Garvey asked if it had to be a specific slide mat, is there a certain depth to it. She remembered looking at the Fleet Farm ad and seeing horse stall mats that look like the exact same thing. Everett stated there are several kinds you can buy. Some are way thicker, and would be heavier so kids couldn't move them, but they get exponentially more expensive. The other playground rep we've been working with said that he can get what sounds like the same thing for \$100. Everett stated she thinks it's just a rubber mat that's an inch thick, but she would have to look into the specifics.

Everett stated there is a slide at Bluebird on the Clifford equipment that has a hole in it. It looks like someone took an axe to it or something, there's a slice in it that we can't fix. We'll have to get a whole new slide. Coming from Harlan it will be about \$700, which isn't awesome but it is what it is. That is one of the first things we're planning to get replaced. Everett stated she also talked with Harlan about the rock wall grips. They are fairly inexpensive, probably about \$30 each, so we'll probably get enough to replace what's broken now and have a couple on hand.

Everett stated that we didn't have money for the hopscotch stencil last year. She stated to let her know if that is a priority this year, or if we wait until the end of the year again. Garvey stated that the slide is more important, Zdon agreed. Garvey stated that she would recommend waiting until the end of the year. Zdon stated he is still astonished by the price of a stencil. Everett stated that since we are going to wait, she can keep an eye out for sales on them or other options. Zdon said he would have his wife look at the preschool catalog.

Everett stated that the foul line marker at Unity Field is no longer white, but we can get the guys out to repaint it pretty inexpensively. Since we have new signs coming for Unity, we can spruce the place up all at the same time.

Everett stated that the light timers at Unity and Bluebird were being installed today. She hadn't heard if they were finished or not, but they should be very soon if they weren't. Hopefully that cuts down on those being on for extended periods.

Everett stated there is an item to discuss benches and tables. We have money to spend on them, but she wanted the PRC Board to give direction for what kind was wanted. She explained that in our experience, the steel ones are more durable, we have seen the Legacy ones get kind of carved up, but that happens to the steel ones too. Wimmer stated that the coated steel ones get chipped out; granted, we had a couple carved, but he likes the recycled plastic a lot better. Garvey stated you can sand it out in those and you can replace a slat. Zdon stated that it seems like with the steel ones you have to either replace it or recoat the whole thing. Everett stated that Public Works did repaint some of the steel ones last summer, and it was a lot of work. Zdon said he thought they looked really good, but if you look at the labor. He stated the plastic ones would also stick to the theme, since we have those going in elsewhere. Everett stated that they might be more expensive, but there are other vendors out there and she hasn't done much research yet. She said she would imagine it all kind of washes out and recycled plastic isn't really a new thing anymore so it's getting cheaper. Garvey asked if we needed a motion; Everett stated she didn't think so. Wimmer asked where we were looking at putting these in. Everett stated that what was intended for what's in the budget was for Mattson and what is now Isanti Hills Neighborhood Park, formerly Tot Lot. She stated that probably with the money we have that's about all we can do. Garvey asked if it would be one bench and table at each park. Everett stated that we will see; there are usually three tables at Mattson

under the pavilion. Zdon stated that there are aluminum benches down near the tennis courts and we have repaired those. Everett agreed that those seem to be in pretty good shape. That may be something that we look at on the park tour to see what we need and where they should go. She stated that there are different options for both benches and tables if we want them to stay where we put them, to get in ground mounts or cement mounts. In the meantime she will get pricing on the recycled style.

Everett stated the signs were the last item on this memo. Under the \$5000 budget, we should have enough money to get signs for all of our parks to match what we have at River Bluff. She wanted to get an idea from PRC, because some of our parks don't have that kind of sign, whether we do something different at some places. Isanti Hills has a new name, so that is kind of a priority to get a new sign there. Mattson has this kind of sign as well as the wooden one. This style is faded, so to we should get that switched out so they match. Riverside's is faded, and Rum River Meadows is in better shape than most but is fading. Bluebird actually doesn't have a big sign that says that it's Bluebird Park. She stated that she doesn't know if we want one and where it should go. When you're entering in from this direction, there is a little one on a post that says "Welcome to Bluebird Park, follow our rules." Everett stated that she has found that a lot of people don't know what that park is called. She asked if the board had any ideas – if they wanted that kind of sign there. Her first inkling was to put a sign somewhere near the playground because that's where most of the traffic is headed, but there are so many ways to get into the park that there's not one way to come in and you'll see it right away. Garvey stated this can be another item at the tour. Zdon stated that it could maybe be a couple of smaller signs, and his thought would be a nice one up by the flagpole. Everett stated that would kind of a central place because technically the soccer complex is part of Bluebird Park. Everett stated that VFW Park is small and doesn't have as big of a sign. Right now there is a sign on the fence that says it's a Veterans' Park, and she didn't know if we wanted to keep that sign because it's part of the VFW or if we wanted to get another sign that matches ours that fits on the fence. Garvey stated she thought we should get something that matches the rest because she doesn't think most people realize it is actually a City park. She thinks that if there is a sign that matches the other city parks, people will think this is a City Park. Everett stated that she thought the size of what we have at River Bluff might be overwhelming for VFW. Zdon stated that he thought something smaller that could be fence mounted would be good. Garvey agreed. Everett stated the last one to consider would be Eagle Park. She had put together before kind of a custom street sign on a fancy post that would also say home of the Farmer's Market, so anytime people were there they would know that the farmer's market happens and that's where they should go. She thought it might also help if we post a name for that place, it might help people know we watch what happens there. One thought about that is that Everett didn't know if Eagle Park has ever been officially named Eagle Park. Wimmer stated that it has not. Wimmer stated he is not a huge fan of designating it a City Park, but it became known that way because it was an Eagle Scout project that was done there with the cement picnic table. That's how it came to be, but it's a parking lot with a nice green space in the middle, and that's what it is. We have listed it as Eagle Park and that type of thing. Garvey asked if we list it in the brochure that that's what the name of it is. Everett confirmed that it is, and all of the Farmer's Market things say it's at Eagle Park, which doesn't do a lot for people who don't know where Eagle Park is. Wimmer said he's never liked that it's been designated that way and it's not something the City has done, it's just kind of tradition. He would rather have it called something like "Farmer's Market Square," or something, he didn't know what it would be, but something along that line. It doesn't fit our definitions of a park at all. Zdon said he liked the street sign idea, and maybe at the next meeting we should talk about what goes on it. Then when the Farmer's Market comes around it has a name. Garvey asked when the Isantian is coming out. Everett stated it won't be coming out until April 3<sup>rd</sup>. Garvey asked if we would have time for changes after next month's meeting. Everett stated that she thought we would. Everett said other sign things she included were Legacy Park – she assumed that sign was meant to be temporary, so it would make the most sense to wait until that gets moved, and the board agreed – and she didn't think we wanted to put a new fancy sign at Whisper Ridge right now. She stated if they agreed with those things, she would put together a plan and figure out what that would cost.

#### **6. Legacy Award Nominations for Consideration by the PRC Board**

Wimmer stated that he wanted to clarify because there are some not accurate statements in the memo. First, the council doesn't decide. We get the nominations in, and if they fit the criteria, this board makes nominations to the mayor, and the mayor decides. It is handled through the mayor and not the council. The range, it is of Isanti residents and what they have done within the community. He would have to take a further look to see if it's really fitting what we're trying to do, which is bringing regional, statewide or national positive recognition to the City of Isanti. Everett stated that she included the second one who is not a resident because in our policy it lists "and those members of organizations within the City of Isanti," so she didn't want to make the decision to leave them out and left them there for the board's consideration, acknowledging they are not city residents. Garvey asked the last time we had something like this come up. Mayor Wimmer stated we have had two so far. One was the national ranked BMX riders, and the other the state champion Odyssey of the Mind team from School for All Seasons. Garvey stated that she didn't remember them. Everett stated she couldn't find them in the history either, but the policy said they're supposed to. She stated that part of this discussion is to also see what should be changed in the policy to make the process more clear – if it's something that is the mayor's award, does it make sense to discuss them here, she didn't know. Zdon stated they did come through, but the BMX was three years ago. Wimmer added that Odyssey of the Mind might have been 2015. Zdon asked if the board will be discussing it. Wimmer stated that the process is to try to get applications in, the biggest issue he thinks has been getting the word out that it exists. He said we did have somebody apply last year, kind of in this same vein that had done scouting and was retiring or something along those lines. That is a very nice thing, but the reason he had created the award was that they helped bring recognition to the community from a regional, state, national level. This applicant again is a person who looks like they've done great doing wonderful things, but doesn't fit that criteria of bringing the recognition to the city. Zdon said that what would maybe, without seeing the article, was that it was published nationally. Wimmer stated, yes, but unless the article is about Isanti it's not bringing the city recognition. Wimmer stated he would take a look at that angle of it if it does. Wimmer stated it should show our community. From the education standpoint the state champion Odyssey of the Mind team, or with the BMX, they are kind of our ambassadors and have done a great job highlighting what can happen being here. Zdon also shared that the news just came out that the BMX track was rated #1 in the nation two years in a row. Everett asked if we were going to discuss any changes to the policy here, or if we would look at it later. Zdon said we'll shelf it for now; Wimmer agreed.

#### **7. Mattson Tennis Court Discussion**

Everett stated that over the course of the year last year – Josi had started the project – we were looking at whether or not we could just fill cracks on the tennis courts, and they are too big to do that. We had a few companies come out and give us estimates for what it will cost, and it's a lot. Everett wanted to get the board's input on how big of a priority this was. Wimmer asked when this was done last. Everett stated she didn't know, but it's been a while. Zdon stated it hasn't been terribly long because it's been since he has been on the board. Garvey asked if that was filling cracks, and Zdon and Wimmer agreed that it had been completely redone, maybe 10 years ago. Everett stated she will find out. Wimmer also wanted to find out what the life expectancy is supposed to be. Zdon stated he thought it would be longer than that. Wimmer agreed, but stated he's not an expert. Wimmer stated we need to go back and find out when it was, because it was a major renovation to the courts, and what is the life expectancy. Zdon stated then we can budget accordingly. If it is only ten years, then we'll deal with it. Everett stated the estimates came back in varying levels of detail. Some of them were very clear about what they were going to do and how long the options available would last. She will look closer at those. Zdon stated it looks like it's going to be about \$14,000. Garvey asked Everett if she had seen the email from MRPA about USA Tennis giving grants. Everett stated she doesn't get those emails; Garvey stated she will find it and forward it.

#### **8. Mini Grant Opportunity**

Everett explained that we received a Partners in Healthy Living grant last year to get the picnic table and bench out at the community garden. They have left the "project" open, so this year again we are eligible to apply for \$1000 from Partners in Healthy Living. Everett explained when she wrote the memo, she had a question out to the person she works with at the County, asking what we would be most likely to get money for. The things listed here are what we have in the budget, but of course if we don't have to spend our money on them, that would be better. The answer back was that yes, we can get money for more raised beds and we can get money to help with a new shed for sure – their max size is 8' x 10', but we can only have 6' x 8', so that's fine. They wanted more information about what we would need to buy for a kids' area, they're kind of particular about things that are set up versus on going, etc. The shaded area was less clear; if it was going to be a picnic table that we were getting an umbrella to go with, we'd have a better chance, but they weren't sure we would be able to get that covered. As far as how many raised beds we need – we had three last year, all three were used, but we had two different families so one person had one and the other person had two. Everett stated that she thought as they get more popular we will need more; she didn't know how many we wanted to get this year, or if we wanted to wait until registrations come in. If they fill up right away, we'll have time to get more. Witte asked if there was a high interest in the past year for raised beds. Everett stated that both of the people that reserved them wanted more than one, so yes, kind of. After that point, there weren't a lot of people wondering about those specifically. Garvey asked to clarify that one person had two; Everett said yes, and that was because we didn't get a third person. They waited until registration was closed and then got the second one; Zdon said it looked like we budgeted for three this year; Everett confirmed. Zdon asked if they said the raised beds would for sure qualify [for the grant]. Everett said yes. Zdon said he thought we should put in for 3 raised beds, or 2 at least. Everett said they love seeing we're contributing our own money, so if we put in for 3 and we're spending more money, that might help. Wimmer made a motion to apply for 3 raised beds; Witte seconded. It was unanimously approved.

#### **9. Parks Updates**

Everett stated that for the December movie we had South Isanti Baptist in for Elf. We had 33 people. January was just last Friday with the soccer club, we had 29. She stated that she was hoping with all the people they know we would get more people there, but one of the volunteers did say during the movie that she thought they hadn't really told anyone about it. Zdon confirmed, stating he is involved with soccer and didn't hear anything about it. Everett stated she was told at one point they were going to put it on their website, but she didn't confirm whether they did. Zdon said they have hundreds of people on their email list. Everett stated that she thinks if they come back, they have now learned that they need to tell people if they want to make money. It was on par with what we've had all season, so overall not bad. February movie is Inside Out and Heavenly Sunshine is hosting. They brought in 100 people last year. Zdon said they're planning on breaking the record this year.

Everett stated she's working on drafting the Parks Brochure. She listed things that will be happening. Movie nights will continue. The summer program series used to be the Legacy Park Series, and last summer was Communities Growing. This year Everett is planning an Earth Day clean up. She would like to have people sign up ahead of time to get an idea of how many hands we'll have, and then start our efforts at Legacy Park. If there are enough people signed up, maybe send some of those people over to River Bluff. Legacy is kind of the priority because Everett hears a lot that there's trash back there. Especially after we don't have a garbage can out there anymore, it gets pretty bad. Everett is also planning a pollinator planting program. Pollinators are things people are very interested in right now. We will go to the community garden. Everett hasn't decided yet if we will plant in one of the plots and have it be annual pollinator plants, or she is leaning toward taking a section that right now is unused and plant perennial pollinator plants which will benefit the garden and the pollinators. Everett explained that she loves doing pond study, so to tie together all of the programs to learn about the environment, the other program will be water quality. You can test the Rum River's water quality by sampling for macroinvertebrates. We will go and get some nets and find out what kinds of critters are in the water and then teach people about

which critters you want there and how many of them. Street Dances finally have bands booked; Boogie Wonderland and Jonah and the Whales will be coming back, and the third band is Hitchville. They are kind of a regional band, putting out their second album, and look like they put on a very entertaining show. Those will be June 24, July 15, and August 12. Nature Detectives Club is still going. The Farmer's Market as well. Everett explained that we are still looking for more Farmer's Market vendors. She has spoken with an artist and there might be some interest in getting artists out and musicians. Zdon stated that would be cool. The Minnesota Farmer's Market Association today shared our Farmer's Market post that we are looking for vendors. They have a lot of viewers, so hopefully that gets us out there. She has contacted the past vendors to get them all coming back, and is working to get new people to come. She explained that a lot of people aren't aware that they don't have to have a farm to sell things at the farmer's market. If they are gardening vegetables and they have a lot of extra ones and they want to get together with their friends and sell them at the farmer's market, come talk to her. Craft things, baked goods are huge hit, and anyone can make them. There is a big variety out there. Garvey asked if either of the landscape companies participate. Everett explained that Isanti Gardens has a home greenhouse on Long Lake, and he comes to sell plants. He came through most of the season last year. Wimmer added that they are very reasonably priced. Everett said that he has great plants, and he does it because he loves it, and he works in landscaping as a day job. Wimmer stated that Northland and Green Barn haven't, and we've tried to work with them on different things with varying degrees of success. Everett stated that plant sales in the spring would be awesome to have more of, because people come and they want tomatoes at the end of May, and they don't exist yet, so if there are more products we can offer earlier in the season, that's always great.

Everett stated Community Garden registration is starting very soon. Last year, the indication was that we will have lots of returners, so Everett is ready for them to bust down the doors on February 6<sup>th</sup>.

Everett also stated that the County Master Trail Plan public interest meeting in Isanti is being planned for February 22, which is a Wednesday. The first choice was the Community Center, but it is already booked, so it will occur in Council Chambers. They are looking to see where people want trails in the county. Everett will post things about that as she gets them.

Everett stated the last items will be updates from goal setting which happened yesterday. Mayor Wimmer stated that the dog park was pretty warmly received, so we will be moving forward with that. We will continue discussion on that, in the location east of the BMX facility. The outdoor hockey rink did not go over well. Councilmember Bergley, who actually is a skater and hockey player, was not in favor of going forward with it from a cost standpoint and being able to keep ice. What was discussed was having Park and Rec take a look at taking the pleasure rink where we currently have it and putting it by where we discussed having the hockey rink near the changing room, and looking at the lighting and things like that. Zdon said he agreed that would be a good location. Wimmer stated we would at least be tying [the rink and warming house] together. Wimmer explained that the council decided to keep the Park Dedication Fund the way it is for new stuff. He explained that he told the council he didn't favor changing the policy, but he wanted the council to make a definitive action on it. We want to keep the money there for new stuff; we could use it to replace, but then as the city continues to expand, we won't have the funds for new amenities.

## **5. Adjournment**

Motion by Witte, second by Garvey to adjourn the January 24, 2017 meeting of the Parks, Recreation, and Culture Board. Motion was approved.

The meeting adjourned at 6:48 p.m.

Dated at Isanti, Minnesota this 24<sup>th</sup> day of January, 2017.

Respectfully submitted,



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Katie Everett  
Community Events and Parks Coordinator

DRAFT



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** February 28, 2017

**Subject:** Bench and Table Update

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### Background

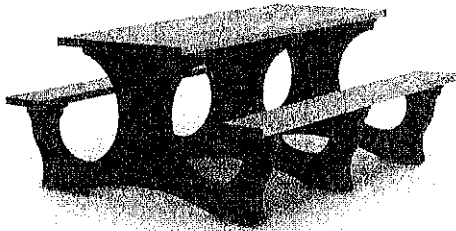
Staff have gathered prices from various vendors for recycled tables and benches to replace those in Mattson Park and Isanti Hills Neighborhood Park. There is \$5000 budgeted for this project, and most prices listed do not include freight. These costs will be considered during the park tour to determine exactly how many of each staff should order and where they will be placed.

### Attachments

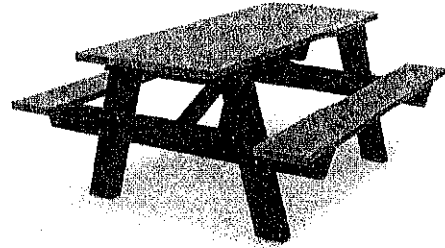
- Table and Bench Options

## Recycled Plastic Picnic Tables

### Belson

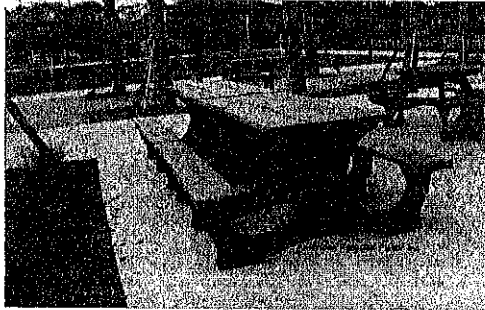


(PTEA6) – 6' (Same as River Bluff and Legacy) \$800



(PB6APIC6) – 6' ADA approved; \$865

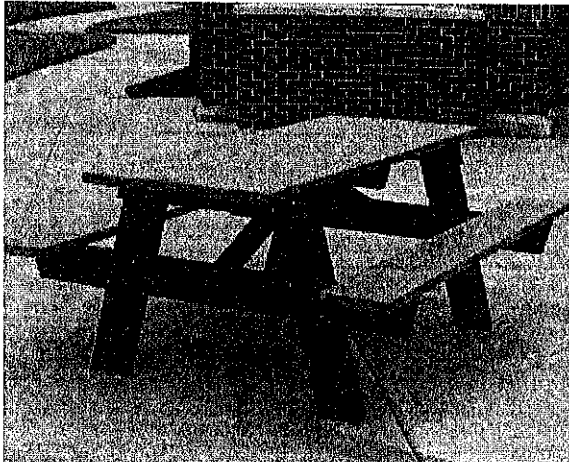
### American Recycled Plastic, Inc.



(PTL6) – 6' walk through; \$939 -- free standard shipping w/ 4

### The Park Catalog

(#289-1080) – 6 ft



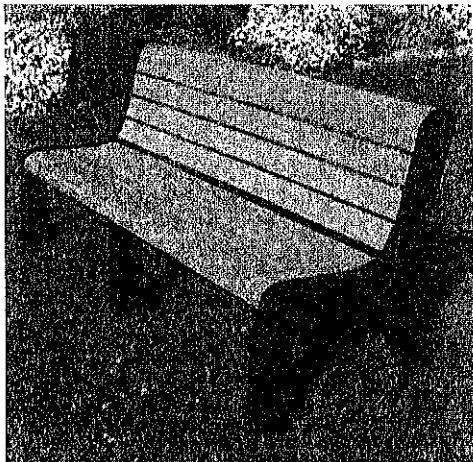
 Estimate Freight

#### Buy More and Save!

| Price           | Qty    |
|-----------------|--------|
| \$872.00 / each | 1 - 2  |
| \$854.56 / each | 3 - 5  |
| \$837.12 / each | 6 - 10 |
| \$819.68 / each | 11+    |

## Recycled Plastic Benches

### Belson



(P-650) – 5' (Same as Community Garden and River Bluff) \$367

(P-660) – 6' \$387

### American Recycled Plastic, Inc.

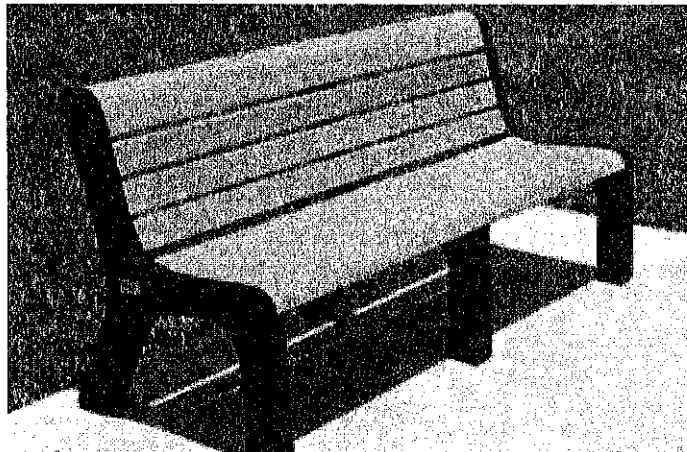


BDS4 – 4' \$315

BDS6 – 6' \$489

free standard shipping with 4 or more

### The Park Catalog



(#133-1005) – 5' \$385



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** February 28, 2017

**Subject:** 2017 Parks Brochure Review

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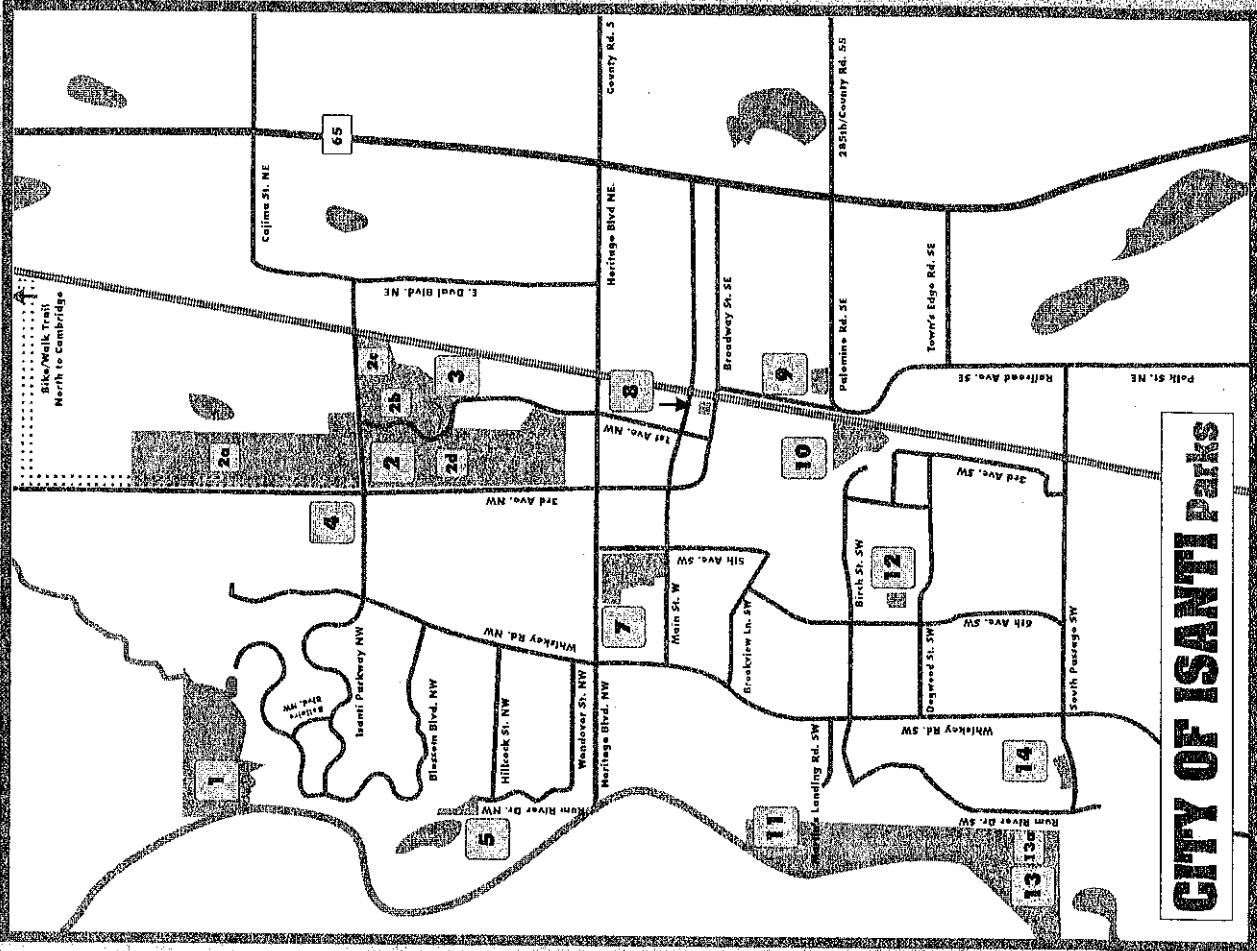
### Background

Staff have worked to complete the 2017 Parks Brochure. It will be sent to the printers as soon as possible for publication in the Spring Isantian.

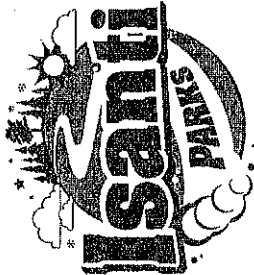
### Attachments

- Preliminary Brochure (a fully updated copy will be provided at the meeting)

# Park Map



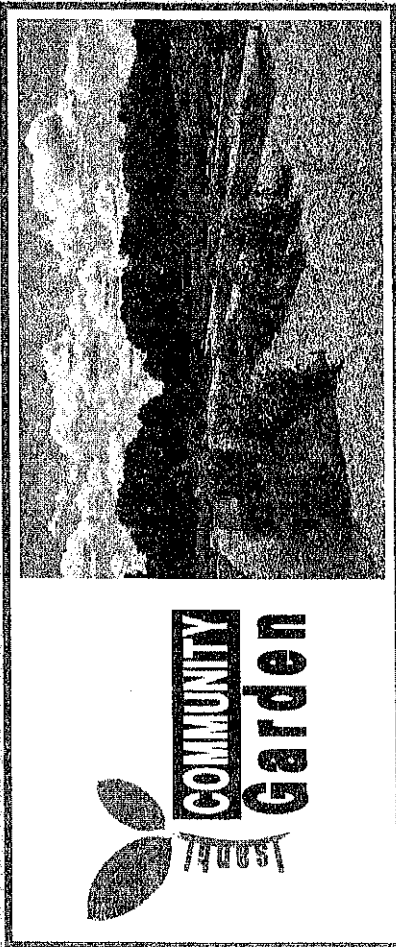
# Map Key



1. Legacy Park  
Bellaire Blvd NW & Blossom Blvd NW
2. Bluebird Park  
201 Isanti Parkway NW  
a. Soccer complex  
b. Skate Park, Outdoor Pleasure Rink  
c. Indoor BMX Facility  
d. Redbirds Baseball Field
3. Isanti Civic Arena  
600 1st Ave NW
4. Cambridge-Isanti Bike/Walk Trail  
Isanti Parkway NW & 3rd Ave NW (3 miles)
5. Riverside Park  
503 Rum River Dr NW
6. Unity Park  
420 3rd Ave NW
7. Mattson Park  
311 5th Ave NW
8. Farmer's Market Square  
18 Broadway St SW
9. VFW Park  
Palomino Rd SE & Railroad Ave SE
10. Whisper Ridge Park  
795 3rd Ave SW
11. Martins Landing (DNR Canoe Landing)  
Martin's Landing Rd NW
12. Isanti Hills Neighborhood Park  
518 Dogwood St SW
13. River Bluff Preserve (Community Garden)  
1111 Rum River Dr SW
14. Rum River Meadow Park  
1108 South Passage SW

"Isanti's park and trail system is proof positive of our commitment to the health and happiness of our citizens" - Mayor George Wimmer

# Community Garden



Located within River Bluff Preserve  
1111 Rum River Dr SW



**Ground Plots**  
\$15/plot  
Reserve up to 3

**Raised Beds**  
\$20

**Elevated Beds**  
\$20

**Wheelchair Accessible**

**General Registration:**

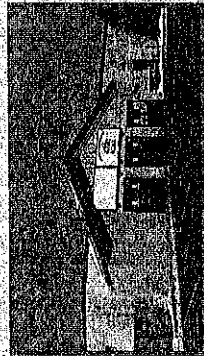
**Feb 18 - June 1, 2017**

Contact the Community Events and Parks Coordinator for more info or to register

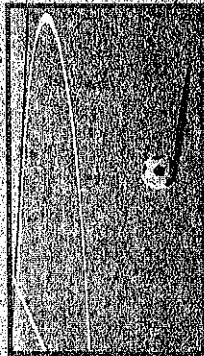
# Sports Facilities



**Isanti Indoor Arena**  
Home of Rum River BMX  
101 Isanti Parkway NW



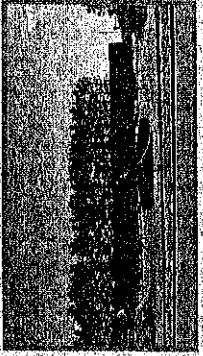
**Isanti County Area David C. Johnson Civic Arena**  
600 1st Avenue NW



**Cambridge Isanti Soccer Complex**  
950 3rd Avenue NW



**Sportsman Field**  
Redbirds Baseball  
620 3rd Avenue NW



**Bluebird Park**  
201 Isanti Parkway NW  
Outdoor Ice Rink  
Skate Park, Basketball Court



**Unity Park**  
420 3rd Avenue NW  
Softball Field



**Whisper Ridge** | **Matfison Park**  
795 3rd Avenue SW | 311 5th Ave NW  
Tennis Court and Basketball Court

# Parks & Trails

**Mattson Park (7 acres)**  
311 5th Avenue NW



**River Bluff Preserve (38 acres)**  
1111 Rum River Drive SW



**Isanti Community Garden**



**Riverside Park (4 acres)**  
503 Rum-River Drive NW

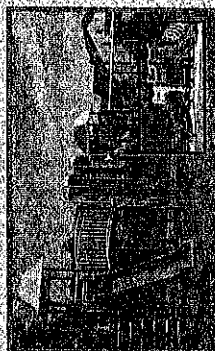
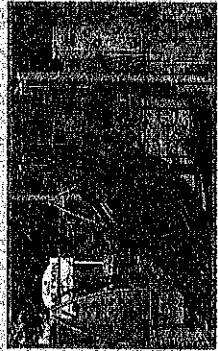


**Rum River Meadow (1 acre)**  
1108 South Passage SW



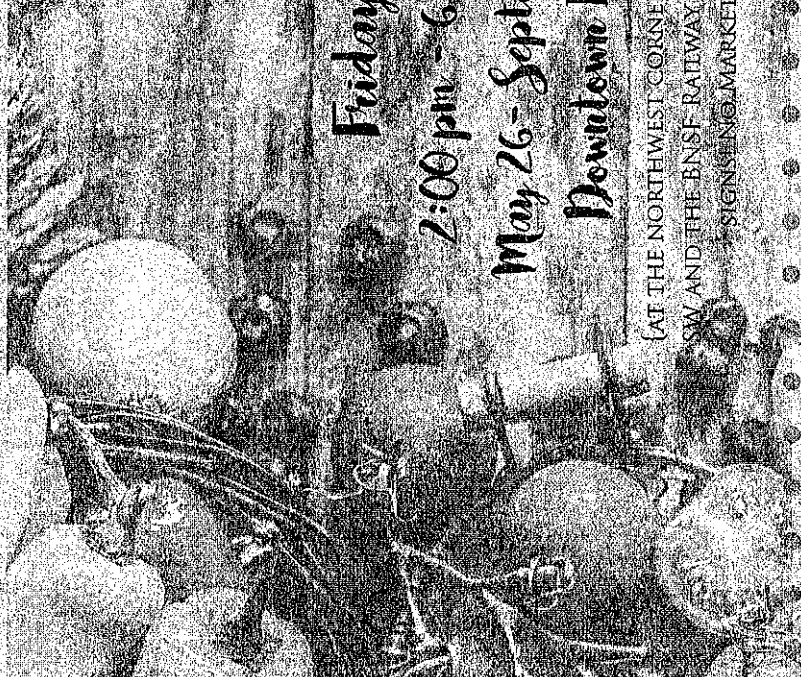
**VFW Park (1 acre)**

Corner Palamino Rd SE & Railroad Ave SE



# Farmer's Market

FARMERS FAMILY  
ISANTI MARKET



**Fridays**

**2:00 pm - 6:00 pm**

**May 26 - September 29**

**Downtown Isanti**

(AT THE NORTHWEST CORNER OF BROADWAY ST  
SW AND THE BNSF RAILWAY ROW. FOLLOW THE  
SIGNING MARKET JUNE 30)

*Fresh & Local Produce ~ Honey ~ Homemade crafts ~*

*Jams ~ Eggs ~ Maple Syrup*

*On select market days: Youth Activities and Food Demos*

VISIT [WWW.ISANTIFAMILYFARMERSMARKET.ORG](http://WWW.ISANTIFAMILYFARMERSMARKET.ORG) OR VISIT US  
ON FACEBOOK FOR WEEKLY MARKET INFORMATION

INTERESTED IN BECOMING A VENDOR?  
CALL 763-444-5512 OR EMAIL [ISANTI@CITYOFISANTI.US](mailto:ISANTI@CITYOFISANTI.US)

© CITY OF ISANTI

# Family Programs

## DOWNTOWN ISANTI STREET DANCES

June 24 - Beegie Wonderland

July 15 - Devon Worley Band

August 12 - Jonah and the Whales

Stages at 1st Ave & Main Street

Downtown Isanti. Free entrance.

Food and drink sales available on site.

Bands Play from 7:00-11:00 P.M.

## COMMUNITY PROGRAMS

...our environment and the ways...

### EARTH DAY CLEAN UP - APRIL 22

Help us celebrate Earth Day by cleaning up our parks! Come with your family, a team, or just yourself and help us get our parks in top shape for summer. Please sign up ahead of time so we can make the most of the day.

10:00 AM TO NOON FREE

LEGACY PARK (OTHER PARKS MAY BE INCLUDED DEPENDING ON SETUPS)

### PLANTING FOR POLLINATORS - JUNE 3

We'll learn about the importance of a variety of pollinators in Minnesota, plant flowers at the Community Garden, and take home a pollinator-friendly starter kit! Pre-registration required.

10:00 - 3:00 PM FREE TO RESIDENTS, \$3/PERSON, \$10/FAMILY - NON RESIDENTS

RIVER BLUFF PRESERVE/COMMUNITY GARDEN

### RIVER INVESTIGATORS - AUGUST 5

Join us on the bank of the Rum River for an afternoon exploring the cool creatures that live in the water. We'll learn why they're important and what they can tell us about the river! We'll make a take-home craft to remember what we learned. Pre-registration required.

10:00 - 3:00 PM FREE TO RESIDENTS, \$3/PERSON, \$10/FAMILY - NON RESIDENTS

RIVER BLUFF PRESERVE

# Parks & Trails

Bluebird Park (65 acres)

201 Isanti Parkway NW



Cambridge-Isanti Bike/Walk Trail (3 miles)

Isanti Parkway NW and 3rd Ave NW, north to Cambridge



Farmer's Market Square (1 acre)

18 Broadway SW

Friday Farmer's Market Location



Isanti Hills Neighborhood Park (1 acre)

518 Dogwood Street SW



Legacy Park (21 acres)

Bellaire Blvd NW & Blossom Blvd NW



Martins Landing (19 acres)

Martins Landing Road NW

MN DNR Canoe Landing





The City of Isanti has parks and trails to suit everyone's needs! From scenic trails to playgrounds and picnic areas, you can find a great place to get outside. Browse the list of parks and what each offers here, then go see them for yourself!

You'll find a different combination of the following amenities at each park:

|  |  |  |
|--|--|--|
|  |  |  |
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A map of park locations is included in the center of the brochure.

## FREE MOVIES

ISANTI COMMUNITY CENTER  
OCTOBER-APRIL

MOVIES START AT 7:00 PM; DOORS/CONCESSIONS AT 6:30 PM

April 21, 2017 - The Little Prince (PG)

October 20, 2017 - Moana (PG)

November 17, 2017 - Peter's Dragon (PG)

December 8, 2017 - Up (PG)

January 19, 2018 - Mighty Ducks (PG)

February 16, 2018 - Labeled (PG)

March 16, 2018 - Secret Life of Pets (PG)

April 20, 2018 - Beauty and the Beast (2017 - PG)

For more information or to register for Isanti Parks programs, call 763-444-5512 or email [isantiparks@cityofisanti.us](mailto:isantiparks@cityofisanti.us)



NATURE  
DETECTIVES  
CLUB

FIRST SATURDAY OF  
EACH MONTH  
9:00-10:30 AM  
ISANTI COMMUNITY CENTER

\$3 pre-register

\$4 Walk-in (space may be limited)

Program Minimum: 5 registered 7 days prior to each program



Visit Isanti Events and Community Center on Facebook for updates

# Fall Event

## PASSPORT TO PARKS (CITY WIDE SCAVENGER HUNT)

**JUNE 17 KICK OFF EVENT**  
River Bluff Preserve  
2:00-4:00 pm, FREE

Family activities and special clue to the Passport to Parks Scavenger Hunt

**EXPLORE THE CITY THIS SUMMER!  
BETWEEN JUNE 17 AND  
AUGUST 4, COMPLETE A  
PASSPORT TO PARKS AND SUBMIT IT  
TO THE CITY FOR GREAT PRIZES!  
THE FIRST 100 ENTRIES WILL RECEIVE A  
PRIZE FOR COMPLETION AND WILL BE  
ENTERED TO WIN A GRAND PRIZE TO BE  
DRAWN DURING THE AUGUST 12  
STREET DANCE.**

Visit [cityofisanti.us](http://cityofisanti.us) for passport download or stop in to City Hall for a copy. Call 763-444-5512 or email [isantiparks@cityofisanti.us](mailto:isantiparks@cityofisanti.us) for more info.

## LAST CHANCE SUMMER DANCE

*Block Party*  
*August 12, 2017*

**5K FAMILY BIKE RIDE AND RUN/WALK**

**KIDS' FESTIVAL**

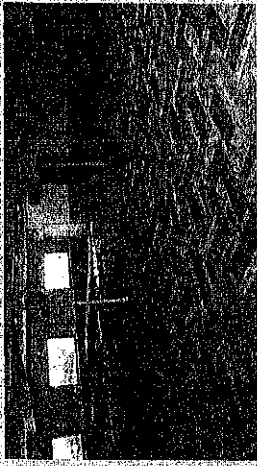
**CAR SHOW  
VENDOR FAIR & PARTS SWAP**

**STREET DANCE  
FEATURING JONAH AND THE WHALES**

Look for more details in the Summer Dispatch on our website and at [Facebook.com/DanceEvents](http://Facebook.com/DanceEvents)

# Community Center

Reserve the perfect space for your next event in Isanti!

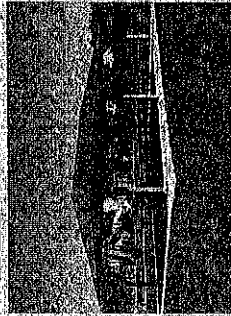


At the community center, you can use the kitchen, bring your own food, rent speakers, a projector, and a screen, and gather inside at our tables and chairs, or outside on the spacious lawn!

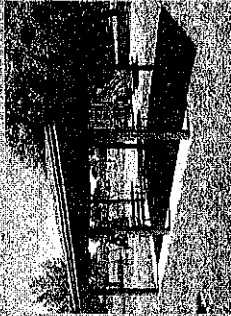
### Reserve a Park Pavilion!

Isanti has 4 pavilions to reserve from April to October each year.

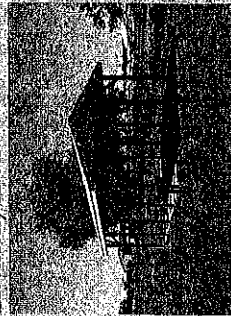
FREE to Isanti residents, \$10 for non-residents



Bluebird Park  
Electricity Available



Mattson Park



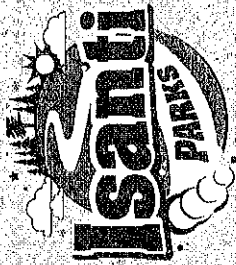
Unity Park



Isanti Hills Neighborhood Park

You'll find more information about all of these spaces at [cityofisanti.us](http://cityofisanti.us).

To make a reservation, contact the Community Events and Parks and Recreation Coordinator (see Page 1).



**Parks, Recreation, & Culture Board Meeting**

The City of Isanti Parks, Recreation, and Culture Board meets on the **fourth Tuesday** of each month at 6:00 pm in the City Council Chambers at City Hall (unless otherwise posted). Board members are appointed and serve staggered terms.

**City Park Hours**  
 Year-Round  
 7 days/week  
 7:00 am - 10:00 pm



**City Office Hours**  
 Monday - Friday  
 8:00 am - 4:30 pm  
 763-444-5512

**DIRECTORY**

- General City Questions ..... isanti@cityofisanti.us
- Community Events and Parks Coordinator  
 Katie Everett ..... isantiparks@cityofisanti.us
- City Administrator  
 Don Lorsung ..... dlorsung@cityofisanti.us
- Public Services Director/Assistant City Administrator  
 Josi Wood ..... jwood@cityofisanti.us
- Human Resources/City Clerk  
 Lindsey Giese ..... lgiese@cityofisanti.us
- Mayor of Isanti  
 George Wimmer ..... george@georgewimmer.com

**Community Events**

**SPRING**

- East Central MN Job Fair (April 18)
- City Wide Clean-Up (April 22)
- Senior Fair (April 25)
- City Wide Garage Sale (May 6)
- Isanti Family Farmer's Market Kick Off (May 26)

**SUMMER**

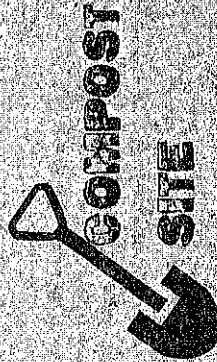
- Take a Kid Fishing Weekend (June 9-11)
- Isanti Ambassador Royal Brunch (June 24)
- Downtown Isanti Street Dances (June 24, July 15, August 12)
- Jubilee Days & Isanti Firefighters Rodeo (July 6-9)
- North 65 Chamber of Commerce Golf Tournament (July 25)
- National Night Out (August 1)
- Last Chance Summer Dance - City Block Party (August 12)  
 with Rum River Rods Classic Car Show Summer Spectacular

**FALL**

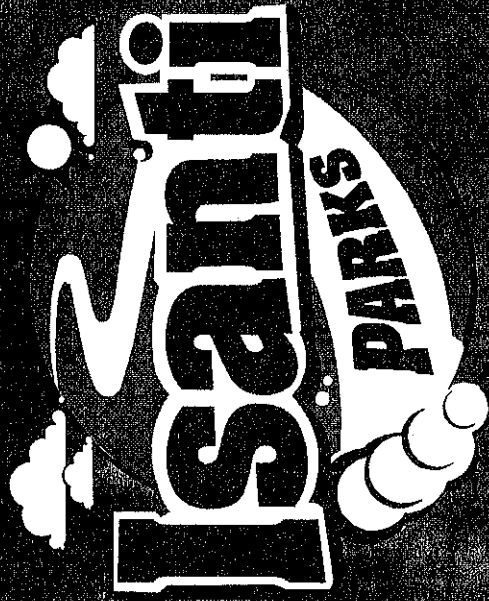
- Community Movie Nights begin @ ICC (October 20)
- Home for the Holidays Craft Fair (November TBD)

**WINTER**

- Snowmobile/ATV Parade and Chili Feed (January 1)
- Spectacular Wedding Fair (March, TBA)
- Arctic Plunge (March, TBA)



Residents can bring leaves and grass clippings to the City of Isanti's compost site and take free composted dirt home! The site will be open April 23 - November 12, 2017. For hours and more info, visit cityofisanti.us or call 763-444-5512.



City of Isanti  
110 1st Ave NW  
P.O. Box 428  
Isanti, MN 55040  
763-444-5512  
[www.cityofisanti.us](http://www.cityofisanti.us)

2017



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** February 28, 2017

**Subject:** Tennis Court Research Update

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### **Background**

Staff researched the last time the Mattson Tennis Courts were resurfaced, and determined that the courts were complete reconstructed in 2003. The cost of that project was about \$62,000. General research shows that court surfaces will last about 10-15 years depending on weather conditions, upkeep, etc. The resurfacing project has been quoted around \$14,000.

Staff also researched a grant opportunity through USTA. For projects with less than four courts, the grantees are eligible for up to 10% (\$5000 max). Deadlines for the grants are May 1 and September 1, 2017.



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board  
**From:** Katie Everett, Community Events and Parks Coordinator  
**Date:** February 28, 2017  
**Subject:** Parks Updates

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### Background

The February movie hosted by Heavenly Sunshine had 70 people in attendance. The March movie will be hosted by New Hope Community Church – Isanti.

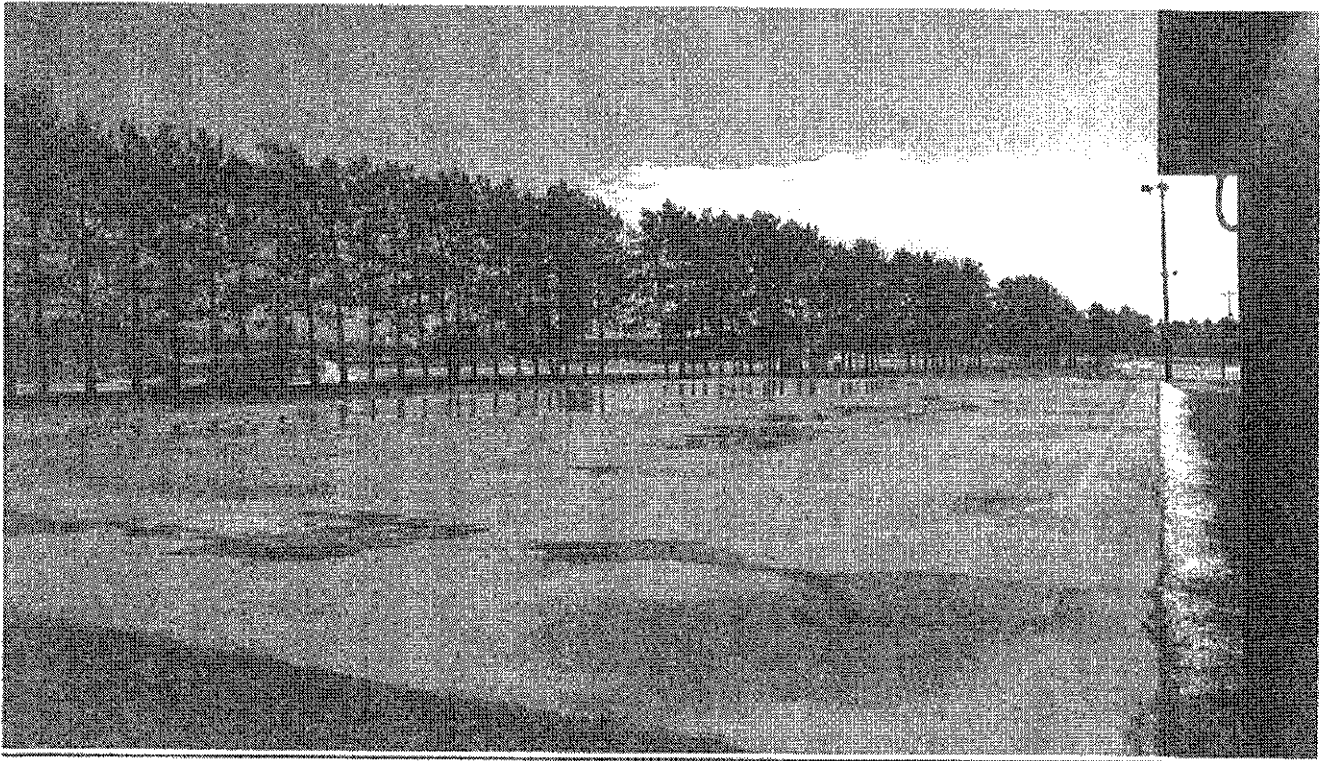
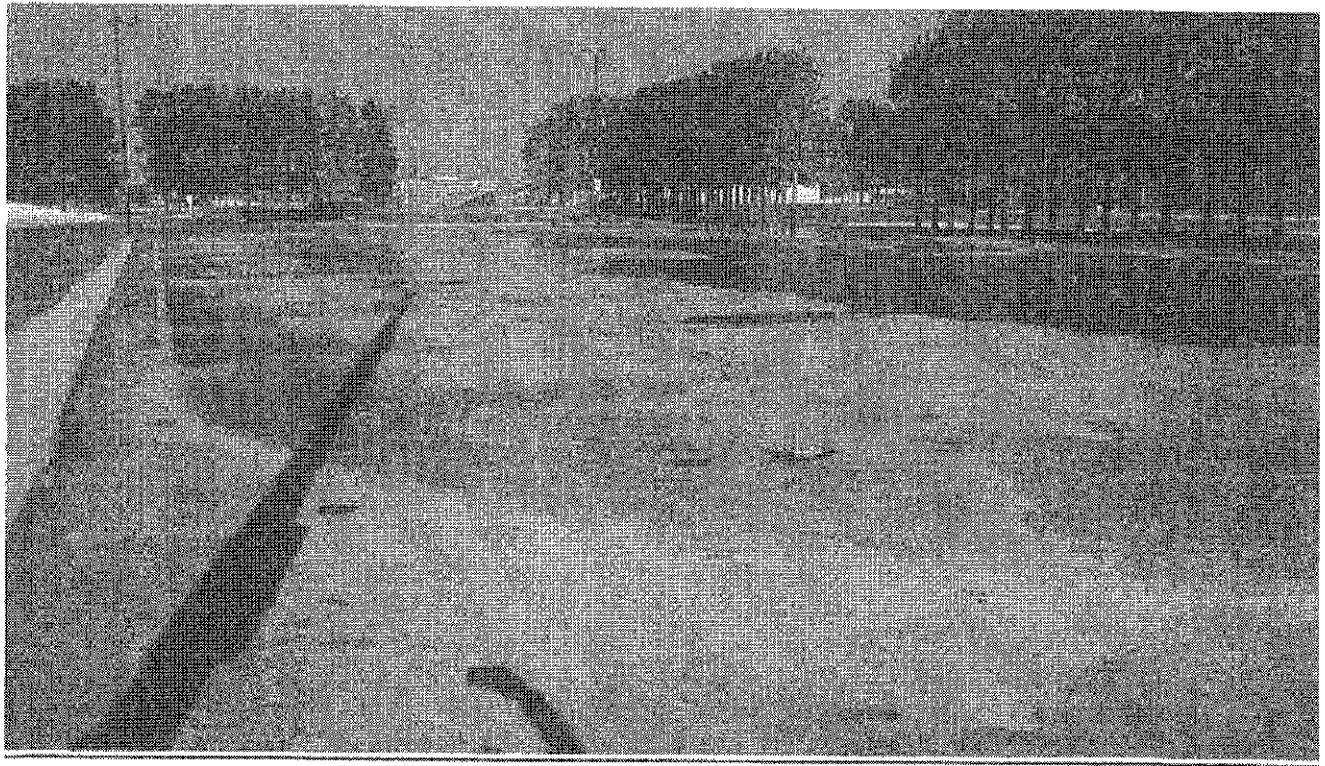
Staff have determined that the skate park equipment will require replacement of the substrate as well as the surface panels. With the money budgeted for this year, most pieces should be able to be replaced, but the large ramps will be the highest priority. Due to unseasonably warm temperatures, staff may be able to move the equipment before the park tour. Pictures of the cement slab are attached for discussion on equipment relocation.

The City of Cambridge has decided not to fund the Two Cities, One Community Event this year. Instead, Isanti will host an event combining the 5K/kids' fair portion of that event with the August Street Dance and the Summer Spectacular Car Show.

Community Garden reservations are coming in. Staff will advertise in the newspaper soon to boost visibility of the Isanti garden.

Staff are working to create a budget for the future dog park, this will be considered for the 2018 budget.

Street Dances have been booked as follows: June 24 – Boogie Wonderland, July 15 – Devon Worley Band, and August 12 – Jonah and the Whales.





## PARK, RECREATION & CULTURE BOARD AGENDA

Council Chambers

Tuesday, March 28, 2017

6:00 p.m.

1. Meeting Opening
  - A. Call to Order
  - B. Pledge of Allegiance
  - C. Roll Call
  - D. Agenda Modifications
2. Approval of Minutes from February 28, 2017 Park, Recreation and Culture Board Meeting.
3. Sand Removal Update at Isanti Hills and Mattson Parks
4. Parks Program Updates
5. Adjournment

**CITY OF ISANTI  
PARKS, RECREATION, AND CULTURE BOARD  
MEETING MINUTES  
February 28, 2017  
City Council Chambers**

**1. Meeting Opening.**

**A. Call to Order.**

Zdon called the meeting to order at 6:00 p.m.

**B. Pledge of Allegiance.**

Everyone stood for the Pledge of Allegiance.

**C. Roll Call.**

**Members Present:** Jennifer Garvey, Mayor Wimmer, James Witte, and Aaron Zdon

**Staff Present:** Katie Everett, Community Events and Parks Coordinator

**D. Agenda Modifications.**

Zdon asked if there were any agenda modifications. There were none.

Motion by Wimmer, second by Garvey to approve the February 28, 2017 Parks, Recreation, and Culture Board Agenda. Motion was unanimously approved.

**2. Approval of Minutes from January 24, 2017 Parks, Recreation and Culture Board Meeting.**

Motion by Garvey. Second by Wimmer. Vote was unanimously approved.

**3. Bench and Table Update**

Everett stated that the board will talk more about this on the parks tour, but thought she would give a baseline of what we have to look at for Mattson and Isanti Hills. The memo attachment shows what we currently have; the price doesn't include freight, so depending on how many tables we get she would guess about \$1000 per table. We have \$5000 budgeted, so depending on if we decide we also want to get benches or whatever we decide to do, we have a little bit of room to get more than one table for each park. The aluminum benches at Mattson down by the tennis courts seem to be okay. There is an aluminum bench at Isanti Hills that is almost buried in the sand, and Everett said they have talked about that one before and it might just be a matter of moving that bench and it's really okay. We will evaluate those things more, but at least we have some prices to work from. For the most part, different vendors all kind of wash out with prices – some of the more expensive ones then have free shipping. Zdon confirmed that on the park tour we will firm this up. His current recommendation would be to stick with the same that we have, but we can look at it. Everett stated that it looks like some different vendors sell exactly the same table, too. Zdon stated that it also doesn't hurt to ask when we're ordering if we can get free shipping because the competitors do.

**4. 2017 Parks Brochure Review**

Everett stated that board members all have a color version updated this afternoon, and there are a couple of key things that have changed since the version they saw. Everett asked Mayor Wimmer if he would like to give the update. Wimmer stated that we are going to move the farmers' market from where it had been located because we aren't getting the numbers that we want from vendors or people going through, and the reason Council had decided to have it there was to bring people to the downtown area. We've gotten basically zero response from the businesses along there trying to take advantage of it, even as simple as leaving information at the City table that's there. So, in order to make sure we have a farmers

market that is viable long term, we're looking to move it out by the Isanti Liquor Store. We own the lot to the north. Wimmer has spoken with the manager there as well as Urban's Hardware, and it's very positive. If you look at the parking lot [at the liquor store], the open space to the north of that is also owned by the city. We'd put vendors there, customer parking would be at the liquor store parking. There may be some cross benefit there. Obviously we'll get a lot more traffic at the farmers market. Wimmer thinks it will make it a lot easier to get vendors. As we talked about it, it will take a little while, next year will be much better as they see the outcome from this year, but hopefully it'll get some more vendors in there. Everett has brought up vendor parking, which is something we'll have to figure out how we get that if we do end up with twenty/twenty-five vendors, we'll need places to put them. That's a great problem to have.

Wimmer stated that additionally we no longer have the Two Cities, One Community event. So we're going to take that, and on August 12<sup>th</sup> we'll take those activities and meld them in with the last Street Dance and that is also the car show spectacular event. So we'll have activities starting at 8:00 am running all the way through the end of the Street Dance at 11:00 pm. We're going to work with some other groups to get some volunteers to help out with that, as well as some possible internship type things for the summer. We'll have a lot of great events throughout that whole day. For those who have done the 5K or bike ride, the lot where it starts in Cambridge is actually owned by the state, so we'll work with them to use that lot for the event. It will be another great full day kind of thing, kind of like what they work during Rodeo/Jubilee days with stuff going all day. It will be a nice end of summer event. We don't have a name yet for it, but we're working on it, then we can cross market everything as well.

Mayor Wimmer also explained that the scavenger hunt will be the best part. It has morphed from a medallion hunt into a scavenger hunt, Everett has some good stuff put together. We are looking at announcing it at the June Street Dance or Jubilee Days so we have a number of weeks. The goal is to get everybody into all of our parks, to get them into other potential spots within the city that we want them to become accustomed with. The first 100 people that complete the scavenger hunt would get a prize and then they would be entered in a drawing for a grand prize. We're looking at starting with about \$100 for a grand prize, but hopefully we can boost it up by then. Zdon asked if Park Board members can participate, Wimmer stated everyone can participate. Everett stated they could as long as they didn't write the clues. Everett stated the basic idea is that the clues are selected by parks or other places we want people to visit; you go to the place and answer a question that you can only answer by going there. Wimmer gave the example of looking for the number of bolts on a certain table at Legacy Park.

Zdon stated that he had a couple of things on the map in the brochure. First, number 6, Unity Park, is missing on the map image. The other is do we want to add a "13a" since we have a 13a box for the garden, the same way it's listed for 2, Bluebird Park. Everett stated that is a good idea. Everett stated that she did move the location of the farmers market over and added West Dual because it wasn't there before. Zdon said that will be cool because all those cars will be able to see it. Wimmer stated that the people coming into the store too, and John, the manager there, was excited about the idea. Wimmer stated that when he thought of the idea he wanted to make sure he talked to everybody. Garvey stated that business for the liquor store will benefit as well. Wimmer stated that they talked about the possibility of people buying things at the market and going to the liquor store to get something that will go with it. Longer term, Wimmer was also thinking that we can put together recipes with a shopping list.

Wimmer stated another update is with the Arts and Science Academy. We're making progress, but he is taking the position that Council will not approve changes to their CUP to allow more students until we see ground broken and they're working on that park component of the whole project.

Everett asked if there were any other changes to the brochure. She stated that the Last Chance Summer Dance section will change, but it's kind of a filler for the event. If we don't come up with a better name, it

will be Last Chance Summer Dance; Zdon stated it's not terrible. Everett stated that if there are events to go on the last page, to let her know. She found many that aren't happening anymore or don't have people to contact to verify when they are. Zdon stated that BMX will have a national in May as well.

Everett stated that otherwise, programs are pretty similar to last year. Movies are set. Street Dance bands changed since the last meeting. Wimmer explained that Hitchville stopped communicating. Everett explained that after we booked Devon Worley she got an email from Hitchville and they had been in Mexico for eleven days. Devon Worley Band is popular in this area, she usually had been up at Fire on the Rum and that kind of stuff, so it will be a good show for us too.

Everett stated that we do have some volunteers coming from Access Church for the Earth Day clean up, so if the members knew of any more volunteers to let her know and we could maybe get to some more parks that day too.

Wimmer asked what the numbers were for the last movie night. Everett stated that movie night with Heavenly Sunshine had 70 people, and it was that really nice day so we didn't know if anyone was going to come inside, so 70 was a great number for that day.

Everett explained that the brochure will hopefully get to the printers by the end of this week or early next week, so this will probably be the last time the board sees it before it's actually printed.

#### **5. Tennis Court Research Update**

Everett reminded the board that at the last meeting they talked about costs for the tennis courts. She dug back a little bit and couldn't find when the courts were initially installed, but back in 2003 they were completely reconstructed and that was a \$62,000 project. Everett explained that she thinks if the courts are maintained properly, that may be a project that never really has to happen, though she's not positive. As far as resurfacing, 10-15 years seems pretty typical depending on location and weather conditions, annual crack filling, that kind of thing. We're kind of at that point, where it's typical that we'd have to do it again. She said she didn't know if this was something we wanted to look at for the 2018 budget. Wimmer stated that we have to, there's one crack that's getting pretty big. Zdon confirmed that we need to look at getting it done, but it's not in the budget so we can't do it now. But, if we can crack fill and stay on top of the weeds for now. Everett explained that the depths of the cracks at this point, we really can't fill, but we certainly can make sure there aren't weeds growing in them this year and making it worse, and keep them as playable as possible. Wimmer confirmed that we need to get something in the 2018 budget. Everett explained that she did look into the grant that Garvey had found and it wasn't as promising as we originally thought. It was for up to 10% of what you're doing, for us \$1,400. At the time that we're looking to do it, she will see if we can get \$1,400 to help, but it's not something that can cover our whole cost. Everett stated she'll make a note and we'll talk about it at budget time.

#### **6. Parks Updates**

Everett stated that some of these were covered in the brochure update so we'll skip through. She explained that March Movie Night will have New Hope Community Church volunteering and they're new to town so it will be cool to see some of those faces.

Skate park equipment – Everett directed the members to the picture that Zdon put together, and the attached picture showing where the water sits on the slab. What we need to decide is the general area where the equipment will be moved. As public works started looking at it, the composite boards underneath are cracked. In order to put it back together, the alternative is marine grade plywood. We should be able to replace it with what's budgeted and get some panels to replace the worst stuff this year. Anything we can't do, we'll get to early next year. That shouldn't be a major setback, but we may not be

able to get as many panels as we thought we would. Everett stated that it looks like what is on the picture from Zdon makes sense with where the water sits. Zdon stated that it's not there for water reasons, but it does work well with where the water sits also. It allows for future expansion. Zdon stated the only major input would be that currently to the north of the north-most obstacle, there's about 30-40 feet that's kind of wasted space. We want to have it maybe 10 feet off of the north side. Everett stated that there might be safety regulations on that, but she's not sure since it's cement anyway. Zdon pointed out that the south side right now only has about a foot. Everett asked if the orientation works. Zdon stated yes, with what we have, put everything where it is, but in the northwest corner. Everett asked if there was any preference from the west side of the slab how far over it goes. Zdon stated that the same, or maybe a little more over so there's space at the rail. He stated that when they get to that point he'd be glad to come out and look at it. Wimmer stated that when it's time, to go out there with public works to map out where stuff is and start marking it, that would be the best thing to do. Otherwise, we can have a 10 minute conversation now, but we'll just have to repeat it again. Zdon confirmed that for now, basically how it is now, a little further north, maybe a little farther east. There was discussion about where the water sits on the slab.

Everett stated that community garden reservations have started coming in. There are 18 ground plots reserved at this point, and a couple more people that were in last year have called but haven't had a chance to get in yet. Wimmer asked how many there are total. Everett stated there are 60 total and 3 raised beds. She did put in the mini grant application for 3 more, and included new hoses in that because there was some more money to play with. She did include on the garden layout that she didn't think it made sense to have the beds in the garden being weathered if they weren't being used, so at the point we get reservations for them, we'll install them. The School for all Seasons is excited to come back. Everett will be at their school next week for STEAM week, and they are going to try to do as many garden-related things over STEAM week as they can. She will give them a presentation on pollinators.

Everett explained that the future dog park is going to be a 2018 budget item. Going through the process, we'll need to get the lot surveyed so we know exactly where the fence can go so we don't end up on railroad property. Park board will be updated as all of that happens. Wimmer stated that it ties into one of the other things we're looking at in 2018. We're looking at doing something, most likely and addition, but possibly a stand alone, Public Works building. The two buildings that are just east of the BMX building are full of police ceased property, public works stuff, we have stuff at the water tower. Every free space we have, pretty much, has stuff jammed in it everywhere. What we're looking at is having a place that would be secure, and we had public works fenced in last year, so if it's police property they'll be able to get to what they need too. In a lot of the situations, to get to one thing you have to pull out three others, it's a mess. With this, we'd have dedicated space for the police department and public works, as well as having place for our squad cars. All of our squad cars sit outside because we have no place to park them inside. Those two buildings will be removed once this other building is up, so that will open the space up more. It kind of all ties together. Zdon stated that it's time, and those buildings have served their purpose. Wimmer stated that he thought one of them was from the old summer kitchen, but he's talked to the original land owners and they know that it'll be going too.

Everett stated that she also listed the new street dance dates.

Wimmer stated that we also got a park grant for River Bluff. Everett stated that we got another mini grant through Partners in Healthy Living to have Bolton and Menk make us trail maps similar to what we have at Legacy for River Bluff. That grant has been accepted by council and we've seen the first draft of that, and it looks good. Wimmer stated that we'll update the Legacy one as well. And the barrier went up today. We'll put signs up. Obviously, if someone wanted to drive around they could, but with those signs if they do it they'll be immediately ticketed because now we can enforce it. Everett stated that there's a gap between the gates, so hopefully it's obvious that you can walk back there still. Wimmer stated that hopefully this will cut down on some of the nonsense that's been happening. Garvey stated that it's gone

down significantly, and Wimmer confirmed that they've picked up a few people and gotten a couple of vehicles.

**8. Adjournment**

Motion by Garvey, second by Witte to adjourn the February 28, 2017 meeting of the Parks, Recreation, and Culture Board. Motion was approved.

The meeting adjourned at 6:29 p.m.

Dated at Isanti, Minnesota this 28<sup>th</sup> day of February, 2017.

Respectfully submitted,



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Katie Everett  
Community Events and Parks Coordinator



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board  
**From:** Katie Everett, Community Events and Parks Coordinator  
**Date:** February 28, 2017  
**Subject:** Sand Removal Update at Isanti Hills and Mattson Park

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### Background

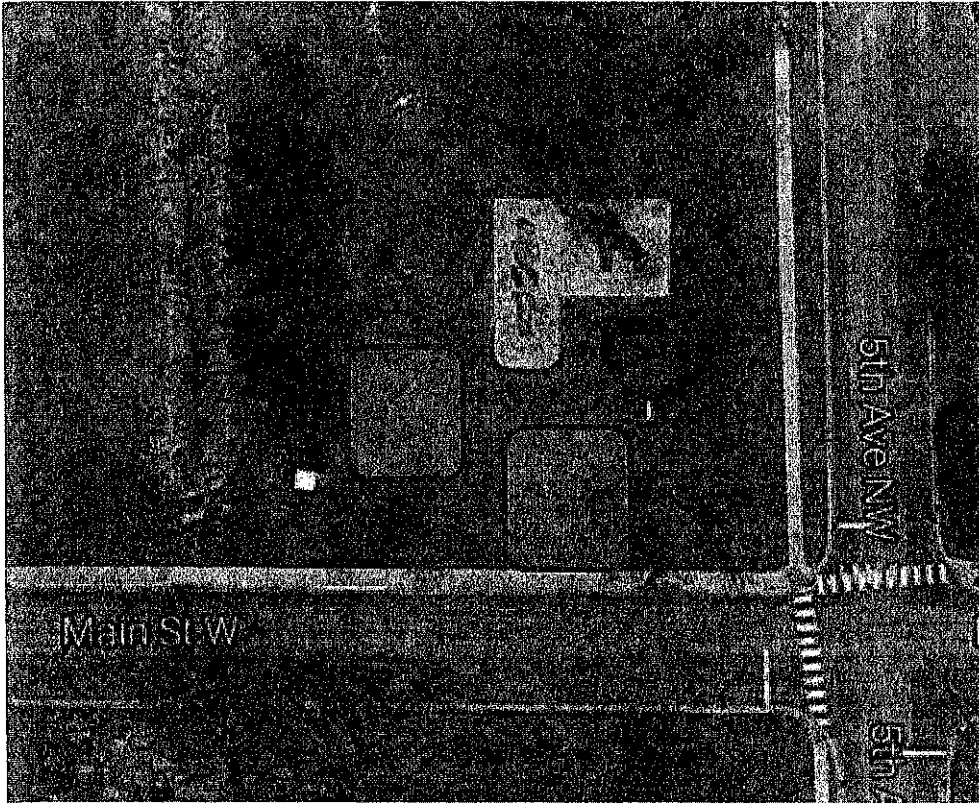
Staff are planning for removal of the remaining sand at Mattson Park and most of the sand at Isanti Hills Neighborhood Park, which was an item on the previous prioritized list established by the Park Board. Pictures are included for reference, but it should be noted that actual layouts may change. Because there is sand digging equipment at Isanti Hills Neighborhood Park and staff have received comments from residents that kids enjoy digging in the sand there, a section of sand will be kept and the diggers will be moved.

Areas around the equipment will be covered with woodchips according to safety standards. The remaining areas currently covered with sand will be filled with composted soil from the City's compost site and then seeded. Staff have determined that a concrete strip instead of play curbing will be more cost efficient and lower maintenance.

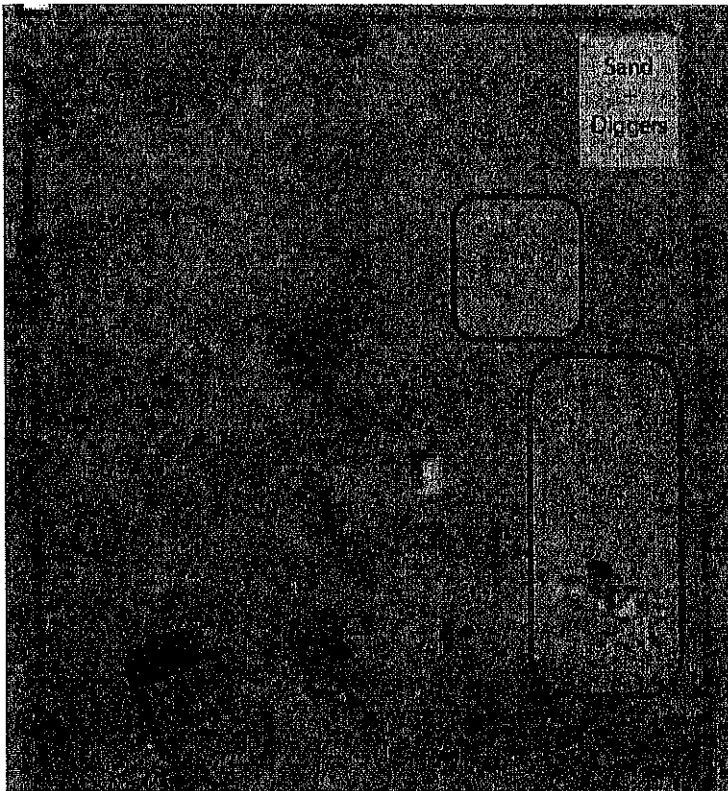
### Attachments

- Layout Pictures

Mattson Park



Isanti Hills Neighborhood Park





## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board  
**From:** Katie Everett, Community Events and Parks Coordinator  
**Date:** March 28, 2017  
**Subject:** Parks Program Updates

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### Background

The March movie night was hosted by New Hope Community Church – Isanti; there were 15 in attendance. The last movie of the season is April 21 with the Girl Scouts. Movies will resume in October.

The Cultivate Wellness Sponsorship program has been sent to several businesses for 2017. Staff will be posting this information on the website as well. The program supports the community garden and farmers market. Street Dance sponsorships are coming in ahead of last year's with Coborn's on board as a top level sponsor.

Staff attended the Isanti County Master Gardeners' Burst into Spring event on March 11. The event was well attended, and staff promoted the Rain Garden Incentive Program, Farmer's Market, community garden, and other city programs.

The Earth Day Clean Up is coming up on April 22. Access Church, the Girl Scouts, and a couple of individuals have expressed interest in the event. As the event gets closer, staff with touch base with these groups and determine if more parks can be cleaned up that day.

Staff are working to order new signs for the new farmers' market location. The Interim Use Permit is set to go on the April 4 City Council Agenda. Vendors are starting to get their paperwork in, but staff are still looking for more vendors.

City staff are continuing to work with the Arts and Science Academy on conveyance and use agreements for the future Academy Park.

Reminder that the April 25 meeting will be the Annual Parks Tour.



## PARK, RECREATION & CULTURE BOARD AGENDA

Annual Park Tour

Tuesday, April 25, 2017

6:00 p.m.

1. Meeting Opening
  - A. Call to Order
  - B. Pledge of Allegiance
  - C. Roll Call
  - D. Agenda Modifications
2. Approval of Minutes from March 28, 2017 Park, Recreation and Culture Board Meeting.
3. Annual Park Tour – Discussion Items  
(PRC Board will travel from on park to the next. Order of parks is subject to change)
  - A. Unity Park
  - B. Bluebird Park
    - i. Signage: Park Name Sign(s), C-I Bike/Walk Trail
  - C. Legacy Park
  - D. Riverside Park
  - E. River Bluff Preserve
  - F. Rum River Meadows
  - G. Isanti Hills Neighborhood Park
    - i. Tables and Benches
    - ii. Location of Park Sign
  - H. Whisper Ridge
  - I. Mattson Park
    - i. Tables and Benches
  - J. VFW Park
4. Parks Program Updates
5. Adjournment

CITY OF ISANTI  
 PARKS, RECREATION, AND CULTURE BOARD  
 MEETING MINUTES  
 March 28, 2017  
 City Council Chambers

**1. Meeting Opening.**

**A. Call to Order.**

Zdon called the meeting to order at 6:00 p.m.

**B. Pledge of Allegiance.**

Everyone stood for the Pledge of Allegiance.

**C. Roll Call.**

**Members Present:** Jennifer Garvey, Mayor Wimmer, James Witte, and Aaron Zdon  
**Staff Present:** Katie Everett, Community Events and Parks Coordinator

**D. Agenda Modifications.**

Zdon asked if there were any agenda modifications. There were none.

Motion by Wimmer, second by Witte to approve the March 28, 2017 Parks, Recreation, and Culture Board Agenda. Motion was unanimously approved.

**2. Approval of Minutes from February 28, 2017 Parks, Recreation and Culture Board Meeting.**

Motion by Wimmer. Second by Garvey. Vote was unanimously approved.

**3. Sand Removal Update at Isanti Hills and Mattson Parks**

Everett stated that this was one of the last remnants of the prioritized list from 2015. Park Board had noticed the areas that had sand were getting sand burs, so our plan is to replace the remaining sand with wood chips, which is what we have everywhere else. A couple of things for the board to note: at Mattson Park, we measured (and swing zones have a ridiculous fall zone around them), so the swing set that's closest to the sidewalk right now is not in compliance. When the woodchips go in, they'll go pretty much up to the sidewalk to make sure we have the correct distance back from the swings. Otherwise, we're just doing the fall distances around any of the equipment with wood chips. There's kind of an awkward space between the two swing sets at Mattson that's sand, that will be grass so we're not paying to put woodchips in the middle of nowhere. The pictures are rough estimates, Everett stated she didn't measure on them, but wanted to give the board an idea. Staff looked at costs for getting more of the play curbing, and long term it's looking like a cement strip, similar to what we have at Bluebird, is going to be more maintenance efficient, if nothing else. We have noticed in a few different places that the play curb is warping. The playground rep said he's never heard of that happening before and didn't have a solution for it, and wasn't willing to replace any of it. For now, this new stuff we'll plan on doing a concrete curb. The ones out at Bluebird are a little fancier, these ones will just be a strip of concrete to keep the woodchips where they need to be.

We'll do some final measurements at Isanti Hills before all of that happens. We are going to keep just kind of a sand box so we can keep the diggers out there. The digging equipment we have needs to be replaced. It's something we'll look at the end of this year to see if we have it in the budget. They're about \$900 a piece, before freight and all the other things they charge us for. There are two different kinds, one has a seat and one doesn't, so one can be accessible. We'll make sure we get one of each. Towards the

middle of this year, if it doesn't look like we'll be able to get them, we'll budget for them next year. In the meantime, Public Works will tighten them up the best they can; the handles just get really wobbly on them. Then extra area that isn't in a fall zone and isn't the sand will become grass. That one is kind of a unique situation because the playground isn't dug in. So when you go out to Isanti Hills, we have that raised wood and then the playground is a step up. We may have to get a little creative with how that part is curbed to make sure we have the depth of woodchips that we need. Public Works has lots of creative people on staff, so we'll make sure that happens, and all of the footings are as deep as they need to be.

#### 4. Parks and Program Updates

Everett stated that we did not get a very big turnout for New Hope Church. When the youth director was there, Everett asked how many kids they have in their program and he told her 100. They had 4 or 5 kids there volunteering and hadn't told anyone else. It was also spring break and it was nice outside and St. Patrick's Day. The last one is the Girl Scouts and the Little Prince. The Girl Scouts have never volunteered before, but seem very excited about it. They have also told Everett they're interested in participating in Earth Day.

The Cultivate Wellness sponsorship program, which combines opportunities to sponsor the community garden and the farmers' market, has been sent out. Everett worked with Economic Development to send it to more people this year that may be interested in town. They were given until May 1<sup>st</sup>, so they have some time. The Street Dance sponsorships are a separate program. Coborn's was very excited to get involved with that this year. Everett also sent them the Cultivate Wellness one, and they forwarded to the dietician to see if she had some interest in getting involved with it. Their dietician did attend the Two Cities event last year. Otherwise, the Street Dance sponsorships have the regular people back and then adding on Coborn's is great. Everett is meeting with Allina at the end of this week to talk about all kinds of ways we can get them involved now that their clinic is open. The Princeton Zimmerman farmers' market has a cool partnership with the Fairview over there. Doctors basically prescribe farmers' markets, and then patients come and have a \$2 coin they can spend there.

Wimmer stated that on a side note, someone will need to talk to Allina about their ribbon cutting because they're expecting 300+ people. We'll probably need a special event permit because they'll have people parking everywhere. Everett asked if he knew when it was; Wimmer stated the 6<sup>th</sup> of May. Zdon stated that is also City Wide Garage Sale. Everett stated she got a call from Harvest Church and they are interested in getting involved with the City Wide Garage Sale too, so lots of stuff will be happening that day. Wimmer stated that we don't actually do the City Wide Garage Sale. Everett confirmed, but stated that people just call the City because it's the only place they see information.

Everett stated that in other events, she also attended the Master Gardeners' Burst into Spring event. We just attend with a table and all of our City information and talk with Master Gardeners between classes and then all the people who attend the event. She pushed the Farmers' Market this year and let everyone know we're moving. It's a good place to connect with people who are interested in those kinds of things that we're doing. We've been to that a few years now.

Earth Day Clean Up is coming up. Everett stated she was at Legacy today and the trash is not that bad. If the groups, like Access Church and the Girl Scouts, do want to come, she thinks we can probably tap on some other parks too and get everything looking really good.

Signs are coming for the farmers' market especially. Additionally, in the park sign plan, Public Services Director Wood noticed that the Bike/Walk trail sign down on the far end is looking pretty rough. Everett will look into getting that made too. She's not sure if we'll want to match those signs with what's going in at the other parks, in which case we might want to do both. We can look at those and see what we've got budgeted.

The farmers' market location stuff is pretty much set. Public Works has some good ideas for helping us get on and off the grass with vendor trucks and that kind of stuff. Community Development Director Achman buttoned up the Interim Use Permit before her last day, so that will go to council on the 4<sup>th</sup>. Then it's just getting the word out and getting people there. Everett stated she was just talking with staff about potentially getting a snapchat filter for the farmers' market, so that could be really fun. She will look into the details, some of those you have to pay for, some you don't, but she's just looking at other ways to market to people, and have people share all of that stuff. Wimmer stated that we should get something at the liquor store so people know. Everett stated she asked the sign company she's been working with to quote a post and panel sign, which is similar to what is at the community center but with metal posts, and it was about \$3,000. So that is not what we'll do, but we are planning on having something there so people always know it's there. Wimmer stated we need to fix the downtown one too. Everett confirmed that we do, and that one we will be able to just remove stickers, so it shouldn't be too horrible to get it fixed.

Arts and Science Academy stuff is moving along. That also will be going to Council on the 4<sup>th</sup>. Basically, our agreement is going to be that during school days, they will have exclusive use of the playground and soccer field, and the rest of the park will be open for the public to use. All of the park will be available for the public to use during the rest of park hours. They'll also be helping with maintenance costs. Zdon asked if there's a timeline on that project. Everett stated that's a more interesting question than he knew. Zdon stated that then there's no concrete timeline. Wimmer stated that there is not, but they won't be able to expand unless they start getting this thing done. Everett stated that they would like sooner rather than later. Garvey asked if we have thought about putting a sign up at that location. Everett stated that it's part of the agreement as well. It states that we'll put up a sign that conveys what the agreement is. So, if somebody shows up from the daycare and wants to use the playground, it will be posted that it's for the school's use at that time.

Everett stated that next month is the annual parks tour. We will plan to meet here and leave from here. So far, priorities are to look at benches and tables at Mattson and Isanti Hills, and then signs especially at Bluebird. Wimmer stated to tell the Public Services Director that he wants the bridge in.

Wimmer stated that we had a meeting with BMX last week. It went okay, we're getting set up for the national coming up.

Garvey asked if Everett knew when the skate park equipment is getting moved. Everett stated that it will be soon, and the panels shipped on Monday she thought. Once we have all of the pieces that will begin. Wimmer added we'll move and repair; Zdon confirmed that those will happen simultaneously. Garvey asked if we have a way to get it out to the public that from this date to this date the skateboard equipment is going to be moved or unavailable. Even if it's a laminated sign on the equipment. Everett stated that she does have some signs for when they start working that will say it's closed for construction, but we can definitely put a post on the website explaining what's happening too. Garvey stated it may get one or two people's questions answered instead of having to call City Hall. At least it's a due diligence to notify the public about it.


## 5. Adjournment

Motion by Wimmer, second by Witte to adjourn the March 28, 2017 meeting of the Parks, Recreation, and Culture Board. Motion was approved.

The meeting adjourned at 6:16 p.m.

Dated at Isanti, Minnesota this 28<sup>th</sup> day of February, 2017.

Respectfully submitted,



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Katie Everett  
Community Events and Parks Coordinator

DRAFT



MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** April 25, 2017

**Subject:** Bluebird Park Signage: Park Name Sign(s) and C-I Bike/Walk Trail

Background

There is money budgeted to the PRC fund for park signs in 2017. Bluebird Park currently does not have a main sign, and City staff have noticed that many residents and visitors don't know the name of the park. At its January 24, 2017 meeting, the Parks, Recreation, and Culture Board recommend that this item be revisited on the Parks Tour to determine signage needs and locations at Bluebird Park. Staff have since noticed that the signs on the Bike/Walk trail should also be discussed for possible replacement.

The design of the current sign at River Bluff Preserve follows for reference:

8'



3'

**Welcome! Share and enjoy our park!**

18"

**PLEASE FOLLOW  
OUR RULES:**

Park Hours: 7am - 10pm  
 No Alcoholic Beverages  
 No Motorized Vehicles Allowed  
 No Tobacco Use

Leashed Pets are Welcome  
 Please clean up after your pets  
 No Littering - Please Use Trash  
 or Recycling Bins



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** March 28, 2017

**Subject:** Parks Program Updates

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### Background

Movie Nights wrapped up for the season on Friday, April 21. Staff will give an update. The movies for next season are published in the Parks Brochure and the volunteer form will be made available for groups to begin signing up.

Earth Day Clean Up was scheduled for Saturday, April 22 with a group planned to clean up Legacy Park and another at River Bluff Preserve. Staff will give an update on turnout.

The Farmers' Market pre-season meeting is scheduled for May 5. Staff are still seeking vendors for this season.

The Community Garden is scheduled to be open for planting on May 13. Public Works will be working to till plots, repaired garden tables, and add mulch before opening. A new shed is scheduled to be built on site on May 1, and a shade umbrella for the picnic table has been ordered. Staff will give an update on reservations.

Rum River BMX will be hosting the National event on May 11-14. City Council approved the Special Event Permit application for the event, and the Association is working with the City to ensure the event is compliant with regulations as necessary.

Businesses and organizations have begun to return applications to participate in the Celebrate Isanti event on August 12. As of April 20, there were 20 spaces reserved for the 5K Run/Walk and 4 reserved for the Family Bike Ride.

The Cultivate Wellness Sponsorship Program will be closing for Harvest Level sponsors (to be included on the Farmers' Market bags) on May 1<sup>st</sup>. As of April 20, 2017, there are 3 new participating businesses: Coborn's, Ever Cat Fuels, and Allina Health. Staff have also talked with Allina Health about possibilities for a new partnership at the Farmers' Market next year.

The City's Compost Site opened on April 23. Leaves and grass clippings are accepted from City Residents and free composted soil can be picked up as it's available.



## PARK, RECREATION & CULTURE BOARD AGENDA

**Annual Park Tour**

**Tuesday, May 23, 2017**

**6:00 p.m.**

1. Meeting Opening
  - A. Call to Order
  - B. Pledge of Allegiance
  - C. Roll Call
  - D. Agenda Modifications
2. Approval of Minutes from April 25, 2017 Park, Recreation and Culture Board Meeting.
3. Sign Replacement Plan
4. Benches and Tables
5. Parks Updates
6. Adjournment

CITY OF ISANTI  
 PARKS, RECREATION, AND CULTURE BOARD  
 MEETING MINUTES  
 April 25, 2017  
 City Council Chambers

1. Meeting Opening.

A. Call to Order.

Zdon called the meeting to order at 6:00 p.m.

B. Pledge of Allegiance.

Everyone stood for the Pledge of Allegiance.

C. Roll Call.

**Members Present:** Jennifer Garvey, Mayor Wimmer, James Witte, and Aaron Zdon

**Staff Present:** Katie Everett, Community Events and Parks Coordinator

D. Agenda Modifications.

Zdon asked if there were any agenda modifications. There were none.

Motion by Wimmer, second by Witte to approve the April 25, 2017 Parks, Recreation, and Culture Board Agenda. Motion was unanimously approved.

2. Approval of Minutes from March 28, 2017 Parks, Recreation and Culture Board Meeting.

Motion by Wimmer. Second by Garvey. Vote was unanimously approved.

3. Annual Park Tour

A. Unity Park – Everett explained that Public Works will be doing some maintenance to the ballfield soon. They will scrape the edge where kind of a bowl has been created and grass is creeping in, and more crushed limestone will be brought in. A drag has been purchased. Zdon asked if it would be kept at the field; Everett said she had thought about that and didn't know yet because a lot of our things tend to disappear when they are left out, but she had talked to Public Services Director Wood who had also discussed getting some bases to rent out. Zdon explained that a lot of fields will have a box with those kinds of items in them that is locked. Everett said she'll look into this option here. The group also looked at the new park sign that is now posted on the backstop.

B. Bluebird Park – The board started at the skate park equipment that has been moved to the cement slab. Everett explained which boards have been replaced and that Public Works has been able to do more sections than originally planned already this year. There will be a couple more of the panels coming, and when those are delivered Public Works will close the equipment for a few more days to replace the panels on the bigger ramp. Zdon stated that there are still a few of the bars from the hockey boards sticking up out of the cement that should get ground off so no one catches on them. The group then walked over to the rain garden. Everett explained that there are some existing plants that have not come up yet, like the black eyed susans which are later season plants. More plants will be coming on May 8 to fill in more spaces. Public Works will also be added new mulch, and we are experimenting with types of mulch that won't wash away. Everett also stated that the gutter seams on the Indoor Arena have not been sealed and a vent stack that was knocked over by snow is fixed. The group then walked back to the Bluebird playground area to discuss park signs and determined that rather than getting one large sign somewhere in the park, we should post something like a 4'x2' sign at each end of 1<sup>st</sup> Avenue entering the park and a 2'x2' where the trail enters from 3<sup>rd</sup> Avenue. If there is not one of the park rules signs near the playground equipment, the board recommended posting one on the pavilion, and it could be positioned to

still direct people toward the public restroom like the sign currently posted near the skate park equipment. The group thought that the Bike/Walk Trail signs should be updated to match the new signs and decided to discuss what goes on them at a later time.

C. Legacy Park – Park Board members met at the new gate and discussed that it seems so far like the gate is helping, but it may be that it's still early in the season so we will keep an eye on the activity in the park. There were some tire tracks present, so it does appear that someone may be driving around the gate still. Mayor Wimmer stated that because they will now be trespassing if anyone sees this happening, they need to call the Police Department right away so they can handle it while it's happening. Everett explained that Earth Day was a success with 17 people at Legacy cleaning up and about 15 over at River Bluff. They didn't find a ton of trash, which she took as a good sign; and the best benefit was that many of them had never been there before and intended to come back once they saw it.

D. Riverside Park – The Board members had a discussion about the picnic tables which are constantly being moved under the equipment. One was placed under the glider. Garvey asked if we thought it was there so that kids could reach the handles, and maybe if we find some way to have a step up if the kids would stop putting the table there. The group also noticed that the second table was underneath equipment that did have steps, so that may or may not be effective. Everett stated that this equipment is more "big kid equipment" anyway, except the toddler equipment. Wimmer stated that there had been discussions in the past about moving that equipment closer to the main playground so it wasn't so far away, and the group agreed the current location is awkward for parents who might have kids playing at both to be able to watch everyone.

E. River Bluff Preserve – Mayor Wimmer and Everett explained that they went on a walk through with Wood and will be doing some maintenance on a washout on the trail between the dock and Martin's Landing where ATVs have eroded the shoreline. Everett explained that the garden is over half reserved at this point and more people have been coming in this week to reserve spaces. A new shed will be delivered next week; Public Works has tilled once already and will till the plots again before the season opens. Everett explained that they have money budgeted for a kids area so she is planning to have a place for them to dig with signs showing bugs to look for and that kind of thing, planting some shorter sunflowers, as well as some tomatoes and cucumbers that kids can help grow with any produce going to the Senior Dining program. Everett asked how much of the remaining space could be used for the Planting for Pollinators program coming up and explained that she could potentially get a seed mix to cover the whole space, depending on what it costs. She reminded the board members that the space was originally intended to be room for more beds as they're needed and didn't know if the pollinator plants would be missed if they were taken out to make more room. Wimmer asked if Everett would be growing pumpkins again this year, and she said she could also do that, but thought since we have the pollinator program scheduled, she wanted to get the board's opinion about how to use the space.

F. Rum River Meadows – Everett stated that Public Works will be getting the volleyball net back up soon. Zdon asked if that was well used last year, and Wimmer said he saw a number of people using it, but it wasn't a high traffic area. Everett stated that the City has been dealing with some dog feces issues on the empty lot to the west of the playground; Wimmer explained that the dog owners have been fined and the issue is on going. Everett explained that otherwise, the park equipment is good shape right now. The group discussed that this is a park that is used often.

G. Isanti Hills Neighborhood Park – Everett explained that she will be getting the sign replaced with the new name, and they may move the sign to the corner and position it so it can be seen better from the two more highly used entrances. Garvey also asked if we had ever thought about putting small signs out at the sidewalk indicating that the park was there. The board members thought this would be a good idea. The group discussed getting new tables and benches for the park and determined that the current benches are okay for now and we could potentially get two new tables for under the pavilion, but thought this may not be high priority.

H. Whisper Ridge – Everett stated what when she was out on Monday she noticed a lot of trash in the area. She didn't know if she was more aware of it because it was very windy and things were blowing around or if there was more trash than usual. Wimmer asked that we make sure Public Works gets out to

clean it up. Zdon stated that he knew his son and a group of friends had been out using the basketball court, so at least it is being used.

I. Mattson Park – The board members discussed how this park is one of the worst in terms of vandalism within the city and it's an ongoing problem. With the tables that got painted last year, they thought it would not be a good investment to put brand new tables in this park at this point that will likely be damaged. The benches and tables around the park are currently in good condition; the ones under the pavilion are in the worst condition, but the board felt they should not be replaced at this time. Everett explained that the basketball court is still in pretty good shape and Zdon stated that this one gets used all the time too. Wimmer asked about the tennis court resurfacing; Everett stated that we can't fill the cracks now and resurfacing will be about a \$14,000 project, so it will be budgeted for next year.

*Due to time, the group decided not to visit VFW Park and wrapped up the meeting at Mattson Park.*

J. VFW Park – Everett stated that this park is in kind of the same condition it always is and she will order a smaller sign to mount on the fence there.

#### **4. Parks and Program Updates**

Everett explained that there were 19 in attendance at the last movie night, and considering that it was really nice outside that day that was a good number. Rum River BMX will be hosting Nationals on May 11-14, and they have been working with the City to make sure there aren't any surprises this year. Celebrate Isanti planning is under way and sign up for the run/walk and bike ride is open online. The Cultivate Wellness Sponsorships are coming in, and Everett will send a reminder email this week. The compost site did open over the weekend and collects leaves and grass from City of Isanti residents.


#### **5. Adjournment**

Motion by Witte, second by Garvey to adjourn the April 25, 2017 meeting of the Parks, Recreation, and Culture Board. Motion was approved.

The meeting adjourned at 7:25 p.m.

Dated at Isanti, Minnesota this 25<sup>th</sup> day of April, 2017.

Respectfully submitted,



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Katie Everett  
Community Events and Parks Coordinator



**MEMO**

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board  
**From:** Katie Everett, Community Events and Parks Coordinator  
**Date:** May 23, 2017  
**Subject:** Sign Replacement Plan

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**Background**

Staff have drafted replacement sign designs for the parks and are seeking PRC Board discussion and approval before ordering.

**Attachment**

- Draft replacement sign plan

8'

# ISANTI HILLS NEIGHBORHOOD PARK

3'



8'

# MATTSON PARK

3'



8'

# RIVERSIDE PARK

3'



8'

3'

# RUM RIVER MEADOWS PARK



## WELCOME! SHARE AND ENJOY OUR PARK!

18"

**PLEASE FOLLOW  
OUR RULES:**

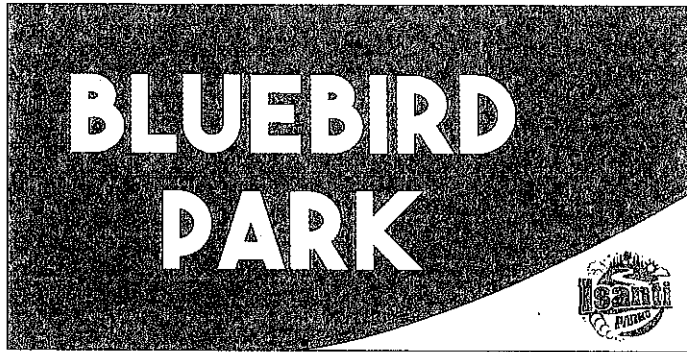
DARK HOURS: 7AM - 10PM  
NO ALCOHOLIC BEVERAGES  
NO MOTORIZED VEHICLES ALLOWED  
NO TOBACCO USE

LEASHED PETS ARE WELCOME  
PLEASE CLEAN UP AFTER YOUR PETS  
NO LITTERING - PLEASE USE TRASH  
OR RECYCLING BINS

QTY: 4

4'

2'



2'

2'



QTY: 2

4'

2'



# CAMBRIDGE-ISANTI BIKE/WALK TRAIL

1. NO MOTORIZED OR RECREATIONAL VEHICLES ON THE TRAIL OR ITS RIGHT-OF-WAY.
2. THE TRAIL AND ITS RIGHT-OF-WAY CAN BE CLOSED AT ANY TIME FOR PUBLIC USE BY ORDER OF THE POLICE CHIEF(S), SHERIFF OR THEIR DESIGNEE.
3. WHEN POSTED FOR WINTER USE ONLY, THE GATED PORTION OF THE TRAIL IS CLOSED FOR USE EXCEPT FOR HIKING, SNOWSHOEING, AND CROSS COUNTRY SKIING.
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5. NO LITTERING.
6. OFFENSIVE, OBSCENE, OR ABUSIVE LANGUAGE OR BOISTEROUS OR NOISY CONDUCT IS PROHIBITED.
7. NO PERSON SHALL POST, GLUE, TACK OR OTHERWISE POST ANY SIGN, PLACARD, ADVERTISEMENT, BANNER OR INSCRIPTION WHATSOEVER, UNLESS AUTHORIZED.
8. PETS MUST BE LEASHED AT ALL TIMES AND WAST DISPOSED OF PROPERLY.
9. FIRES ARE STRICTLY PROHIBITED.
10. POSSESSION OR DISCHARGING FIREARMS, AIR RIFLES, BB GUNS, SLING SHOTS, BOW AND ARROWS, OTHER WEAPONS, EXPLOSIVES OR FIREARMS, UNLESS OTHERWISE PERMITTED BY LAW OR SO AUTHORIZED, IS PROHIBITED.
11. THE TRAIL CLOSSES AFTER 10:00PM.
12. CAMPING ON TRAIL AND ITS RIGHT-OF-WAY IS PROHIBITED.
13. NO HORSES ON THE TRAIL OR ITS RIGHT-OF-WAY.
14. IT IS UNLAWFUL TO WILLFULLY MARK, REMOVE, BREAK, DESTROY, INJURE, MUTILATE, DEFACE, OR IN ANY WAY DAMAGE OR REMOVE ANY EQUIPMENT, STRUCTURE, MONUMENT, STAKE, GATE, FENCE, SIGN, ROAD SURFACE, FACILITY, OR NATURAL GROWTH, PLANTS, TREES.
15. NO HUNTING AND TRAPPING ON THE TRAIL AND ITS RIGHT-OF-WAY.
16. NO PERSON SHALL WILLFULLY INJURE, MOLEST, PURSUE OR ENDANGER WILDLIFE.
17. ORGANIZED SPORTS, TRAIL ACTIVITIES OR ACTIVE GAMES PROHIBITED.
18. SWIMMING OR WADING IN PONDS OR STREAMS IN TRAIL RIGHT-OF-WAY IS PROHIBITED.
19. VIOLATION OF ANY PROVISION OF THESE RULES AND REGULATIONS SHALL BE PUNISHABLE AS A MISDEMEANOR.



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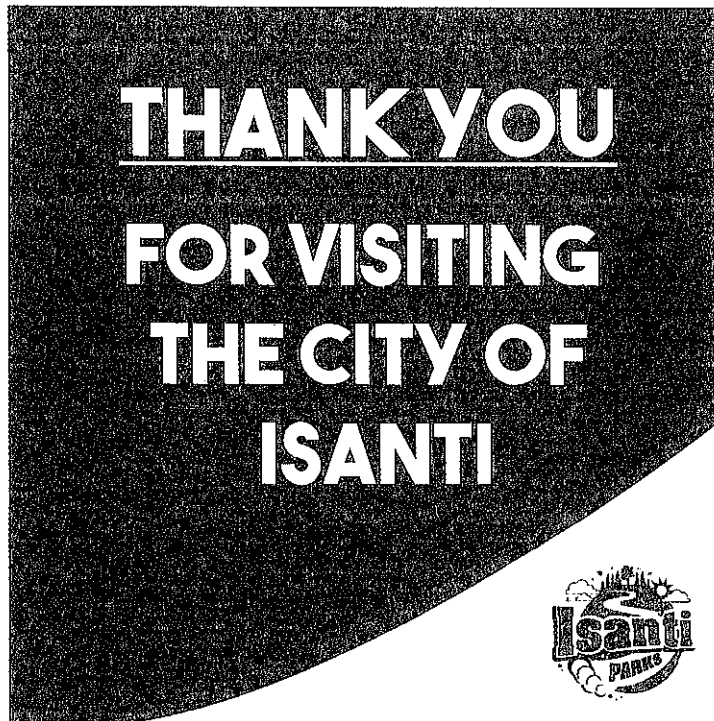
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Front

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Back



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** May 23, 2017

**Subject:** Benches and Tables

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### **Background**

There is \$5000 budgeted for replacement tables at Mattson Park and Isanti Hills Neighborhood Park; at previous meetings, the PRC Board decided that any new tables or benches should match the style at River Bluff Preserve and Legacy Park. However, at the Annual Parks Tour on April 25, 2017, the board discussed these replacements and determined that the tables that were repainted by Public Works last year are in good condition.

Staff would like clarification about whether any new tables or benches should be ordered this year.



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board  
**From:** Katie Everett, Community Events and Parks Coordinator  
**Date:** May 23, 2017  
**Subject:** Parks Updates

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### Background

The farmers market will begin for the season Friday, May 26. Vendors have been updated about logistics for the new site and Public Works has posted the "Home of Isanti Family Farmers Market" sign on site. There are 10 vendors signed up for the first week; some are full season vendors and some are intermittent.

The community garden is now open for planting. Registration is open through June 1. There are currently 16 spaces remaining (staff will give an update on these numbers).

Planting for Pollinators is scheduled for June 3 from 1:00-3:00 pm. The family program will include education about pollinators, pollinator planting at the community garden, and a take-home pollinator kit.

The first Street Dance is scheduled for June 24. Boogie Wonderland will be playing from 7:00-11:00pm.

The city wide scavenger hunt, Passport to Parks, is also scheduled to begin on June 24 with a kick off event at River Bluff Preserve from 10:00 am to 12:00. Staff are working on finalizing the passport and creating promotional materials. The scavenger hunt will be open through August 4, and the grand prize drawing will occur at the August 12 street dance as part of the Celebrate Isanti event.



## PARK, RECREATION & CULTURE BOARD AGENDA

**Council Chambers**

**Tuesday, June 27, 2017**

**6:00 p.m.**

1. Meeting Opening
  - A. Call to Order
  - B. Pledge of Allegiance
  - C. Roll Call
  - D. Agenda Modifications
2. Approval of Minutes from April 25, 2017 Park, Recreation and Culture Board Meeting.
3. Sign Replacement Plan
4. Benches and Tables
5. Parks Updates
6. Adjournment

CITY OF ISANTI  
PARKS, RECREATION, AND CULTURE BOARD  
MEETING MINUTES  
April 25, 2017  
City Council Chambers

1. Meeting Opening.

A. Call to Order.

Zdon called the meeting to order at 6:00 p.m.

B. Pledge of Allegiance.

Everyone stood for the Pledge of Allegiance.

C. Roll Call.

**Members Present:** Jennifer Garvey, Mayor Wimmer, James Witte, and Aaron Zdon

**Staff Present:** Katie Everett, Community Events and Parks Coordinator

D. Agenda Modifications.

Zdon asked if there were any agenda modifications. There were none.

Motion by Wimmer, second by Witte to approve the April 25, 2017 Parks, Recreation, and Culture Board Agenda. Motion was unanimously approved.

2. Approval of Minutes from March 28, 2017 Parks, Recreation and Culture Board Meeting.

Motion by Wimmer. Second by Garvey. Vote was unanimously approved.

3. Annual Park Tour

A. Unity Park – Everett explained that Public Works will be doing some maintenance to the ballfield soon. They will scrape the edge where kind of a bowl has been created and grass is creeping in, and more crushed limestone will be brought in. A drag has been purchased. Zdon asked if it would be kept at the field; Everett said she had thought about that and didn't know yet because a lot of our things tend to disappear when they are left out, but she had talked to Public Services Director Wood who had also discussed getting some bases to rent out. Zdon explained that a lot of fields will have a box with those kinds of items in them that is locked. Everett said she'll look into this option here. The group also looked at the new park sign that is now posted on the backstop.

B. Bluebird Park – The board started at the skate park equipment that has been moved to the cement slab. Everett explained which boards have been replaced and that Public Works has been able to do more sections than originally planned already this year. There will be a couple more of the panels coming, and when those are delivered Public Works will close the equipment for a few more days to replace the panels on the bigger ramp. Zdon stated that there are still a few of the bars from the hockey boards sticking up out of the cement that should get ground off so no one catches on them. The group then walked over to the rain garden. Everett explained that there are some existing plants that have not come up yet, like the black eyed susans which are later season plants. More plants will be coming on May 8 to fill in more spaces. Public Works will also be added new mulch, and we are experimenting with types of mulch that won't wash away. Everett also stated that the gutter seams on the Indoor Arena have not been sealed and a vent stack that was knocked over by snow is fixed. The group then walked back to the Bluebird playground area to discuss park signs and determined that rather than getting one large sign somewhere in the park, we should post something like a 4'x2' sign at each end of 1<sup>st</sup> Avenue entering the park and a 2'x2' where the trail enters from 3<sup>rd</sup> Avenue. If there is not one of the park rules signs near the playground equipment, the board recommended posting one on the pavilion, and it could be positioned to

still direct people toward the public restroom like the sign currently posted near the skate park equipment. The group thought that the Bike/Walk Trail signs should be updated to match the new signs and decided to discuss what goes on them at a later time.

C. Legacy Park – Park Board members met at the new gate and discussed that it seems so far like the gate is helping, but it may be that it's still early in the season so we will keep an eye on the activity in the park. There were some tire tracks present, so it does appear that someone may be driving around the gate still. Mayor Wimmer stated that because they will now be trespassing if anyone sees this happening, they need to call the Police Department right away so they can handle it while it's happening. Everett explained that Earth Day was a success with 17 people at Legacy cleaning up and about 15 over at River Bluff. They didn't find a ton of trash, which she took as a good sign; and the best benefit was that many of them had never been there before and intended to come back once they saw it.

D. Riverside Park – The Board members had a discussion about the picnic tables which are constantly being moved under the equipment. One was placed under the glider. Garvey asked if we thought it was there so that kids could reach the handles, and maybe if we find some way to have a step up if the kids would stop putting the table there. The group also noticed that the second table was underneath equipment that did have steps, so that may or may not be effective. Everett stated that this equipment is more "big kid equipment" anyway, except the toddler equipment. Wimmer stated that there had been discussions in the past about moving that equipment closer to the main playground so it wasn't so far away, and the group agreed the current location is awkward for parents who might have kids playing at both to be able to watch everyone.

E. River Bluff Preserve – Mayor Wimmer and Everett explained that they went on a walk through with Wood and will be doing some maintenance on a washout on the trail between the dock and Martin's Landing where ATVs have eroded the shoreline. Everett explained that the garden is over half reserved at this point and more people have been coming in this week to reserve spaces. A new shed will be delivered next week; Public Works has tilled once already and will till the plots again before the season opens. Everett explained that they have money budgeted for a kids area so she is planning to have a place for them to dig with signs showing bugs to look for and that kind of thing, planting some shorter sunflowers, as well as some tomatoes and cucumbers that kids can help grow with any produce going to the Senior Dining program. Everett asked how much of the remaining space could be used for the Planting for Pollinators program coming up and explained that she could potentially get a seed mix to cover the whole space, depending on what it costs. She reminded the board members that the space was originally intended to be room for more beds as they're needed and didn't know if the pollinator plants would be missed if they were taken out to make more room. Wimmer asked if Everett would be growing pumpkins again this year, and she said she could also do that, but thought since we have the pollinator program scheduled, she wanted to get the board's opinion about how to use the space.

F. Rum River Meadows – Everett stated that Public Works will be getting the volleyball net back up soon. Zdon asked if that was well used last year, and Wimmer said he saw a number of people using it, but it wasn't a high traffic area. Everett stated that the City has been dealing with some dog feces issues on the empty lot to the west of the playground; Wimmer explained that the dog owners have been fined and the issue is on going. Everett explained that otherwise, the park equipment is good shape right now. The group discussed that this is a park that is used often.

G. Isanti Hills Neighborhood Park – Everett explained that she will be getting the sign replaced with the new name, and they may move the sign to the corner and position it so it can be seen better from the two more highly used entrances. Garvey also asked if we had ever thought about putting small signs out at the sidewalk indicating that the park was there. The board members thought this would be a good idea. The group discussed getting new tables and benches for the park and determined that the current benches are okay for now and we could potentially get two new tables for under the pavilion, but thought this may not be high priority.

H. Whisper Ridge – Everett stated what when she was out on Monday she noticed a lot of trash in the area. She didn't know if she was more aware of it because it was very windy and things were blowing around or if there was more trash than usual. Wimmer asked that we make sure Public Works gets out to

clean it up. Zdon stated that he knew his son and a group of friends had been out using the basketball court, so at least it is being used.

I. Mattson Park – The board members discussed how this park is one of the worst in terms of vandalism within the city and it's an ongoing problem. With the tables that got painted last year, they thought it would not be a good investment to put brand new tables in this park at this point that will likely be damaged. The benches and tables around the park are currently in good condition; the ones under the pavilion are in the worst condition, but the board felt they should not be replaced at this time. Everett explained that the basketball court is still in pretty good shape and Zdon stated that this one gets used all the time too. Wimmer asked about the tennis court resurfacing; Everett stated that we can't fill the cracks now and resurfacing will be about a \$14,000 project, so it will be budgeted for next year.

*Due to time, the group decided not to visit VFW Park and wrapped up the meeting at Mattson Park.*

J. VFW Park – Everett stated that this park is in kind of the same condition it always is and she will order a smaller sign to mount on the fence there.

#### **4. Parks and Program Updates**

Everett explained that there were 19 in attendance at the last movie night, and considering that it was really nice outside that day that was a good number. Rum River BMX will be hosting Nationals on May 11-14, and they have been working with the City to make sure there aren't any surprises this year. Celebrate Isanti planning is under way and sign up for the run/walk and bike ride is open online. The Cultivate Wellness Sponsorships are coming in, and Everett will send a reminder email this week. The compost site did open over the weekend and collects leaves and grass from City of Isanti residents.

#### **5. Adjournment**

Motion by Witte, second by Garvey to adjourn the April 25, 2017 meeting of the Parks, Recreation, and Culture Board. Motion was approved.

The meeting adjourned at 7:25 p.m.

Dated at Isanti, Minnesota this 25<sup>th</sup> day of April, 2017.

Respectfully submitted,



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Katie Everett  
Community Events and Parks Coordinator



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** May 23, 2017

**Subject:** Sign Replacement Plan

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### Background

Staff have ordered the park name signs for Isanti Hills Neighborhood Park, Mattson Park, Riverside Park, and Rum, River Meadows Park to match the sign at River Bluff Preserve. The PRC Board discussed signs for Bluebird and VFW Parks as well as the Bike/Walk Trail at its annual park tour in April. Staff have drafted designs for these locations and are seeking PRC Board discussion and approval before ordering.

### Attachment

- Draft replacement sign plan

4'



2'

2'



2'

QTY: 2

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2'

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4'

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Front

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Back



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** June 27, 2017

**Subject:** Benches and Tables

---

### Background

There is \$5000 budgeted for replacement tables at Mattson Park and Isanti Hills Neighborhood Park; at previous meetings, the PRC Board decided that any new tables or benches should match the style at River Bluff Preserve and Legacy Park. However, at the Annual Parks Tour on April 25, 2017, the board discussed these replacements and determined that the tables that were repainted by Public Works last year are in good condition. Public Works has repainted the blue picnic tables as well this year.

Staff would like clarification about whether any new tables or benches should be ordered.



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** June 27, 2017

**Subject:** Parks Program Updates

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### Background

The citywide scavenger hunt will kick off on Saturday, June 24. Staff will report on the turn out for the kick off event. Passports will then be available online and at City Hall.

The June Street Dance is also June 24 with Boogie Wonderland. The band will play from 7:00-11:00 pm. Staff will give an update on this event.

The farmers' market has seen growth in vendors and customers since the move. There has been a lot of positive feedback from customers and vendors, and new vendors have been applying regularly. So far, the only negative comment staff have received from customers is that it is difficult to make a left turn back onto Heritage Blvd in Friday afternoon traffic.

Progress has continued at the Academy Park site. The future park will include a tennis court, soccer field, playground, and paved walking trails.

Celebrate Isanti planning is under way. Staff are working to secure businesses and organizations for the kids' fair portion of the event, and will do another advertising push for the event soon.



## PARK, RECREATION & CULTURE BOARD AGENDA

**Council Chambers**

**Tuesday, July 25, 2017**

**6:00 p.m.**

1. Meeting Opening
  - A. Call to Order
  - B. Pledge of Allegiance
  - C. Roll Call
  - D. Agenda Modifications
2. Approval of Minutes from June 27, 2017 Park, Recreation and Culture Board Meeting.
3. Bike/Walk Trail Sign Redesign
4. Legacy Table Repair
5. Academy Park Update
6. Isanti Indoor Arena Steel Repair
7. Parks Updates
8. Adjournment

**CITY OF ISANTI  
PARKS, RECREATION, AND CULTURE BOARD  
MEETING MINUTES  
June 27, 2017  
City Council Chambers**

**1. Meeting Opening.**

**A. Call to Order.**

Zdon called the meeting to order at 6:10 p.m.

**B. Pledge of Allegiance.**

Everyone stood for the Pledge of Allegiance.

**C. Roll Call.**

**Members Present:** Jennifer Garvey, James Witte, and Aaron Zdon

**Members Absent:** Mayor Wimmer

**Staff Present:** Katie Everett, Community Events and Parks Coordinator

**D. Agenda Modifications.**

Zdon asked if there were any agenda modifications. There were none.

Motion by Garvey, second by Wimmer to approve the June 27, 2017 Parks, Recreation, and Culture Board Agenda. Motion was unanimously approved.

**2. Approval of Minutes from April 25, 2017 Parks, Recreation and Culture Board Meeting.**

Motion by Garvey. Second by Witte. Vote was unanimously approved.

**3. Sign Replacement Plan**

Everett explained the signs that directly match River Bluff have been ordered, mostly because we needed to make sure that former – Tot Lot had the right name before the scavenger hunt started. That sign has been put up, she hasn't gotten a chance to see if the others are up yet. She explained that the other options are in the packet. The board had talked about doing some smaller ones to distribute around Bluebird Park. The big signs we have are 8'x3'. The 4'x2' option would go on the entrance off of Isanti Parkway where the road is, and the 2'x2' where the trail comes in on the side off of 3<sup>rd</sup>, and then 1<sup>st</sup> Ave winds through the park. Right now there's a little sign as you come through there, we'd replace that one with one that matches. Everett stated that she didn't attach one of the little rules signs because people would be passing them and would read them. Garvey asked if there is a sign near the playground that says there's a bathroom available at BMX. Everett explained that the closest one is by the skate park. Zdon stated that one isn't super visible, and no one really knows. Everett stated that the one out there is a rule sign that across the bottom shows "Public Restroom," and we should be able to order another of those. Garvey stated that she doesn't like adding more posts, because she knows the people mowing the grass don't like more posts, so if it's attached to the pavilion. Zdon added that families with babies at the pavilion don't always want to be using the portables, so agreed that would be a good location. Everett explained that she got the invoice for the signs ordered so far and we should have plenty of money to get what we need.

Everett explained that VFW sign has a condensed version of the rules with the ones more pertinent for that site. That is the same size as the one on the backstop at Unity for a frame of reference. The Bike/Walk Trail signs look like people have been throwing things at them and they're all dented. Everett explained that she thinks there are way too many words on the sign, and the group agreed. Zdon stated that someone might read "4. No alcohol," because it's short and move on. Everett explained that is what

the sign currently reads. Garvey recommended that the group revisit this sign, she agreed that there are way too many rules and four is about the max, and no one is going to stop and read all of these. Zdon stated that the font can be bigger then, too. Everett said that maybe we can have some rules listed and then have a little mailbox there will all of the rules listed so we can say they're available. Zdon said that for number one, "No motorized or recreational vehicles on the trail or its right of way," you can just say "No motorized vehicles," which is what you see on every sign – or you could add no ATVs, and that's still shorter. Garvey asked if Everett had looked at any other county or regional trail signage to see any comparisons. Everett said that she hasn't directly relating to this, but she's never seen a sign that looks like this in all the time she's visited parks. Witte stated that some places just use emblems. Garvey stated a lot of them are getting away from the English language and making sure it's just a universal type of thing. Zdon stated that if you're biking, you can pick up 6 emblems quickly as you're going by. Garvey stated she likes the idea of the emblems; Zdon agreed, and stated that even if some are written and then add 4 or 6 big emblems. Garvey stated she would make a motion to come back with a couple of rules and some emblems that would be an option to condense this sign down. Everett stated she can rework it too, and she will check with the City Administration because they may have ideas about which rules have to be on there. Zdon stated that it's not a bad thing to have the full set of rules maybe posted, but also have an abridged set somewhere on the trail, and have these maybe on the website. Everett stated she believed they are currently on the website, but wasn't positive about that. Garvey stated she didn't think most other places would have these even as an option posted somewhere because all they're going to do is get trashed. Everett agreed that it's not effective and she'll rework it and bring it back. In the meantime, if the board had a chance to Google and find some good emblems, they can email them to her. Zdon stated they should be public domain on the alcohol, no littering, no motorized. Everett stated that she has seen the National Parks Service has a download of their standard ones too. The other signs on the last page will replace the sign just as you're crossing the dirt road; as you're coming into the City of Isanti it says welcome and as you're leaving, thanks for visiting. That's what they say now, Everett said she didn't know if we wanted more information or to stick with what's there. Zdon stated that these are nice and big. Everett stated that Cambridge has a nice big map on their beginning end. So we might be able to look into getting their version of that map and maybe get something like that on this end. There was a gentleman that came in probably a couple of months ago now that said he would like to see distance markers on the trail. He happened to be a sign guy and was going to send options for doing this, and she hasn't heard from him. That might be something that the Bike/Walk Trail committee looks at too. Zdon said that would be nice to have. Everett explained that a lot of people go out with spray paint and mark the trail wherever they want for their 5Ks and things, so that might limit that. Everett stated that if they're okay with those, she will order them as well as the Bluebird and VFW Park sign.

#### **4. Benches and Tables**

Everett stated that she wanted to confirm that when the group was out on the park tour, they weren't super convinced that new tables were going to a high priority. The Public Works department has repainted a bunch of the blue and black ones too. There may be a couple left to work on, but the ones that were the worst like over at Mattson are all being redone. They're all getting a little bit of a facelift. There is a chance that we might be able to get some donated by the Rotary; they contacted that they may be interested in doing that again. Everett just wanted to make sure we don't want to order anything at this point. Zdon asked if the \$5000 budgeted is use-it-or-lose it or if it will be pushed to next year. Everett explained that we'll probably lose it, but if we don't need to spend it that's good for the Parks budget. Garvey asked if it has to be spent on tables and benches. Everett explained at this point, yes it does. If we do determine that we do not want to do this and there's another project that fits within that budget, it would be a Finance Committee and then ultimately Council decision to reallocate that money. Garvey asked if we would want to have that decision made by November at the latest. Everett said that should happen as soon as possible. Zdon asked if that money could be used to replace the boards at Legacy that are gouged up, or would that be separate repair budget? Everett said she thought we probably could use it for that. Zdon said he thought it would fit within the scope. Everett explained that she did contact that and

it was about \$60 per board. Zdon said we might need 20 boards over there, we don't know, some of them are pretty bad. Garvey asked if it could come back next month. Zdon asked if we could get a count of how many boards are out there. Everett explained she had gone out and didn't remember exactly how many were bad, but it was around eight. Zdon said that was less than he thought. Everett said that each table has three slats on the top and each bench is just one, so there aren't as many as she was thinking either. She said she asked if we could get blank ones to have extras, but the boards in each position are different and it costs more to get them blank. Everett stated that we might still be able to order extra middle ones, extra end ones, etc. Zdon said he thought it might make sense to get some extra sets since these are the same benches we're using at other parks now too. Garvey asked if the Parks department had tried sanding them down; Everett said she thought they may have done that in a couple of shallow spots, but some of them are so deep you'd end up with a big bowl there. Zdon said that by the time we pay for someone to do that work you could probably just pay for a new board, plus the finish gets kind of weird when you do that. Zdon said he'd like to get an estimate on getting some sets so we have plenty to fix what's there and possibly have some extras.

Zdon asked if there are other top priority benches and tables, or if they have them all repaired. Everett stated that some of the blue ones are pretty dented, but they're nicer now and will hold up for a while. Garvey asked if the blue ones are the metal mesh. Everett said they are. The brown ones that are the permanent ones in the parks were repainted, and the blue ones are usually the ones under the pavilions that move around. They don't look brand new, but they look a lot better. Zdon said the board could leave it up to staff's discretion. If there are some that the mesh is torn, then it's a safety hazard. If there are any staff don't think are worth repairing, then maybe next month we know that and then can decide and be done with it.

##### 5. Parks Updates

Everett said that the scavenger hunt kick off was really fun. We had about 10 people, with adults and kids, that came to volunteer with Access Church, and 20-25 people that came through to do that activities and a handful more that just stopped by to get the passports. We had a decent turnout for not knowing what to expect. Some people brought the newspaper ad with them, so it's good to know how people are hearing about things. We've had 13 or 14 turned back in, and we've been watching people doing it around town. Some people come in to City Hall and just go out and do it all in a day. The prizes are the blue Frisbees, which we've had before, and blue aluminum water bottles. Staff are collecting some things from local businesses. We have requested a gift card from Coborn's and Allina is going to donate a parks visiting kit with sunscreen, bug spray, that kind of thing. And there will be \$100 cash prize. We are requiring that the person be there to win the grand prize, which will be drawn August 12<sup>th</sup> at the Street Dance.

Boogie Wonderland was awesome. We got no weather to speak of here. It was the coolest Street Dance Everett had ever been too. There were a couple of spritzes as the band was setting up, but otherwise we completely escaped all of the weather that happened everywhere else on Saturday. Our vendors were all saying they had never seen that many people at a Street Dance before. The Lions ran out of beer at 10:45. Boogie Wonderland is easy to work with, and they want to come back.

The Farmers' Market is going well. The vendors are going a little rogue this week, and they're having the market without Everett. She will be off on Friday, and has put one of them in charge and we'll see how they do. They're all pretty happy. It's not as easy to get in and out for them to set up this year, so the logistics are a little trickier. She is not allowing them to complain about that because the customer traffic has increased so much. It's been way busier. Last week was rainy, and Everett thinks it was still busier than an average week last year. We have also worked with Dual Square Mall and EverCat owns a building next to that about access to that grassy area, and they've all been super cooperative about that. The Liquor Store has been very kind too as we're setting up and doing all of that. Zdon stated they're

probably getting more business too. Everett said the market tries to send that in and hopes it goes both ways.

The Arts and Science Academy is moving along. The direction they've been given is that once there is substantial progress made on the park, they will be given official approval to go ahead with expanding enrollment and the middle school stuff. Zdon asked if the park is physically being done. Everett stated that it is, and within the last couple of weeks they've filed all of the final plats. Zdon asked if there is a final plan, and if it's online. Everett stated she's not sure if it's online anywhere, but will include a full size tennis court, she thinks the soccer field will be little, but it's for small kids. Everett stated she doesn't know the dimensions on that. They'll also be putting in a playground, and the equipment changed a couple of times so she's not sure exactly off hand what they chose. A paved trail loop will also go through there, and eventually we'll connect that around the storm pond. Zdon asked if they're doing the work out gear that was on the original. Everett stated that will be on our section, and at this point that is not a budgeted project but we'd like to do it at some point in the future. Zdon stated that he was at Highland Park over the weekend and the exercise area was packed. Everett explained that the new Community Development Director is very interested in parks too, and he asked when the last time we did a park plan was. Everett told him it was 2011, but it hasn't been followed very closely. She also thinks that sometime in the next couple of years the City is supposed to be updating its comprehensive plan and Parks is supposed to be a part of that. Hopefully we get a guiding document going forward, and that park would maybe included as well as some of the other dream items.

Everett explained that it is budget time so staff is preparing preliminary budgets to be brought forward. She is working on a grant for a dog park, so if we get that, the dog park will happen a lot sooner. It's looking like right now that might happen over the next couple years if we don't, budgeting that in so we have enough to do a good job when we put it up. We're also looking at a way to start including capital replacement for playgrounds to have funds available to replace things that are aging. As far as Everett knows we're still planning to do the tennis court next year as long as that gets approved in the budget process. We know that will just continue to get more expensive the longer we wait.

Celebrate Isanti is the last item. Everett asked the board that if they know of organizations or teams that might want to come to the wellness fair to let her know. Otherwise it's going well, she thinks there are about 40 people signed up for the 5K. There is still time for that, and we'll do another advertising push on that as it gets closer. Zdon asked which day that is; Everett said August 12. Everett stated that it's looking like it will be a good day with lots of free things for people to do. And between then and now is the July Street Dance. Devon Worley Band is coming. She has never done a Street Dance before, but has done a lot of stuff in the area and has a pretty decent following. Rodeo/Jubilee things are coming up fast – next week already, the parade is next Thursday.

##### **5. Adjournment**

Motion by Witte, second by Garvey to adjourn the June 27, 2017 meeting of the Parks, Recreation, and Culture Board. Motion was approved.

The meeting adjourned at 6:35 p.m.

Dated at Isanti, Minnesota this 27<sup>th</sup> day of April, 2017.

Respectfully submitted,



Katie Everett  
Community Events and Parks Coordinator

DRAFT



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** July 25, 2017

**Subject:** Bike/Walk Trail Sign Redesign

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### Background

At the June 27, 2017 meeting, the PRC Board reviewed options for new park signs and determined that the Cambridge-Isanti Bike Walk Trail rules sign should be redesigned. Staff have reworked a draft of the sign. A copy of the complete rules have been made available as well. Staff has confirmed that the rules document is available on the City of Isanti website.

### Attachments

- Sign design draft
- Trail rules

# CAMBRIDGE-ISANTI BIKE/WALK TRAIL

## TRAIL RULES:

- NO MOTORIZED VEHICLES
- NO LITTERING
- NO ALCOHOL
- NO TOBACCO
- PETS MUST BE LEASHED AT ALL TIMES
- TRAIL IS CLOSED AFTER 10:00 PM



**WINTER USE – GATED PORTION OPEN ONLY TO  
HIKING, SNOWSHOEING, SKIING**

**COMPLETE RULES AVAILABLE ONLINE AT  
[CITYOFISANTI.US](http://CITYOFISANTI.US)**



## Rules and Regulations of the Cambridge-Isanti Bike/Walk Trail

1. Motorized or Recreational Vehicles – Any use of motorized or recreational vehicles on the trail or its right-of-ways is prohibited, except those operated on official business for maintenance, law enforcement or safety and rescue purposes by or for the Cities of Cambridge or Isanti or by any other governmental entity or as otherwise authorized by law.
2. Trail Closure – The trail and its right-of-ways can be closed at any time for public use by order of the Police Chief(s), Sheriff or other designee. Unauthorized use of the trail when closed is prohibited.
3. Winter Usage- When the gates of the trail are closed and posted for winter use only, the gated portion of the trail is closed for use except for hiking, snowshoeing and cross country skiing.
4. Alcoholic Beverages – Use or possession of alcoholic beverages on the trail is prohibited. This includes 3.2 non-intoxicating beer, wine and similar beverages and all other alcoholic beverages.
5. Littering – Littering on the trail, trail right of way, adjoining property, ponds or watercourses is prohibited. All trash and waste material shall be carried away from the area by the person responsible for its presence. No person shall deposit, dump, or leave any glass bottles or broken glass, discarded vegetation, trash, waste, rubbish or debris of any type upon the trail or its right-of-way nor in the water of any pond, stream or other body of water or wetland adjacent to or in the Trail right-of-way.
6. Offensive Behavior – Offensive, obscene, or abusive language, or boisterous or noisy conduct tending reasonably to arouse alarm, anger or resentment in others, or engaging in immoral or violent conduct, or engaging in brawling or fighting, or engaging in conduct creating or tending to create a disturbance or annoyance to other trail users, or that interferes with the use of enjoyment of the trail by others is prohibited.
7. Advertising – Advertising, selling or attempting to sell or solicit for private gain or cause, or operating non-authorized commercial operations on the trail or its right-of-way is prohibited unless authorized. No person shall post, glue, tack or otherwise post any sign, placard, advertisement, banner or inscription whatsoever, unless so authorized.
8. Pets – Pets must be leashed at all times. Persons accompanying a pet on or along the trail shall properly dispose of all pet waste.
9. Fires – Fires are strictly prohibited. This includes use of portable barbeques, stoves and similar cooking devices.
10. Firearms and Fireworks – Possession or discharging firearms, air rifles, BB guns, sling shots, bow and arrows, other weapons, explosives or fireworks, unless otherwise permitted by law or so authorized is prohibited.

11. Trail Hours – The trail shall be closed to use after 10:00 pm. No person shall be in, or remain, on the trail or trail right-of-way after that time unless so authorized.
12. Camping – Camping on the trail and its right-of-way is prohibited.
13. Horses – No person shall ride or allow a horse to be present on the trail or its right-of-way unless so authorized.
14. Damage to Equipment and Trail Facilities – It is unlawful to willfully mark, remove, break, destroy, injure, mutilate, deface or in any way damage or remove any equipment, structure, monument, stake, gate fence, sign, road surface, facility, or natural growth, plants and trees.
15. Hunting and Trapping – Hunting and trapping on the trail and its right-of-way are prohibited.
16. Wildlife – No person shall willfully injure, molest, pursue or endanger wildlife.
17. Organized Activities – Organized sports, trail activities or active games are prohibited unless authorized.
18. Swimming – Swimming or wading in ponds or streams in trail right-of-ways is prohibited.
19. Penalty for Violation – Violation of any provision of these Rules and Regulations shall be punishable by a misdemeanor. Violators shall be subject, upon conviction, to a fine of up to \$1,000.00 and/or incarceration of up to 90 days in jail.

**NOTE:** Authorization for any exception from these rules, where referenced herein, shall require joint approval of the Cities of Cambridge and Isanti. Each of said Cities may determine its own process for consideration of exception requests but shall communicate to the applicant the requirement that approval for any exception must be obtained from both the City of Cambridge and City of Isanti. Each City shall notify the other of any requests for exception received by it from any applicant and the status and disposition of such request.



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** July 25, 2017

**Subject:** Legacy Table Repair

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### **Background**

At the June 27, 2017 meeting, the PRC Board instructed staff to find costs for repairing the slats on the Legacy Park tables as well as to confirm that there are not any existing park tables that are in total disrepair. Staff have confirmed that Public Works has not found any tables that cannot be repaired or repainted so far. The life of these tables has been extended, but it is difficult to say how much longer they will last. Staff recommends looking at the tables again in two or three years to determine their condition.

The cost per board of the composite tables at Legacy Park is \$66 (plus shipping). Staff have found 7 boards that have been damaged. The cost would be \$462 (plus shipping). There is not a volume discount on these boards, and they must be ordered according to their position on the tables, so staff recommend replacing only the boards that are damaged now and to address future damages as necessary.



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board  
**From:** Katie Everett, Community Events and Parks Coordinator  
**Date:** July 25, 2017  
**Subject:** Academy Park Update

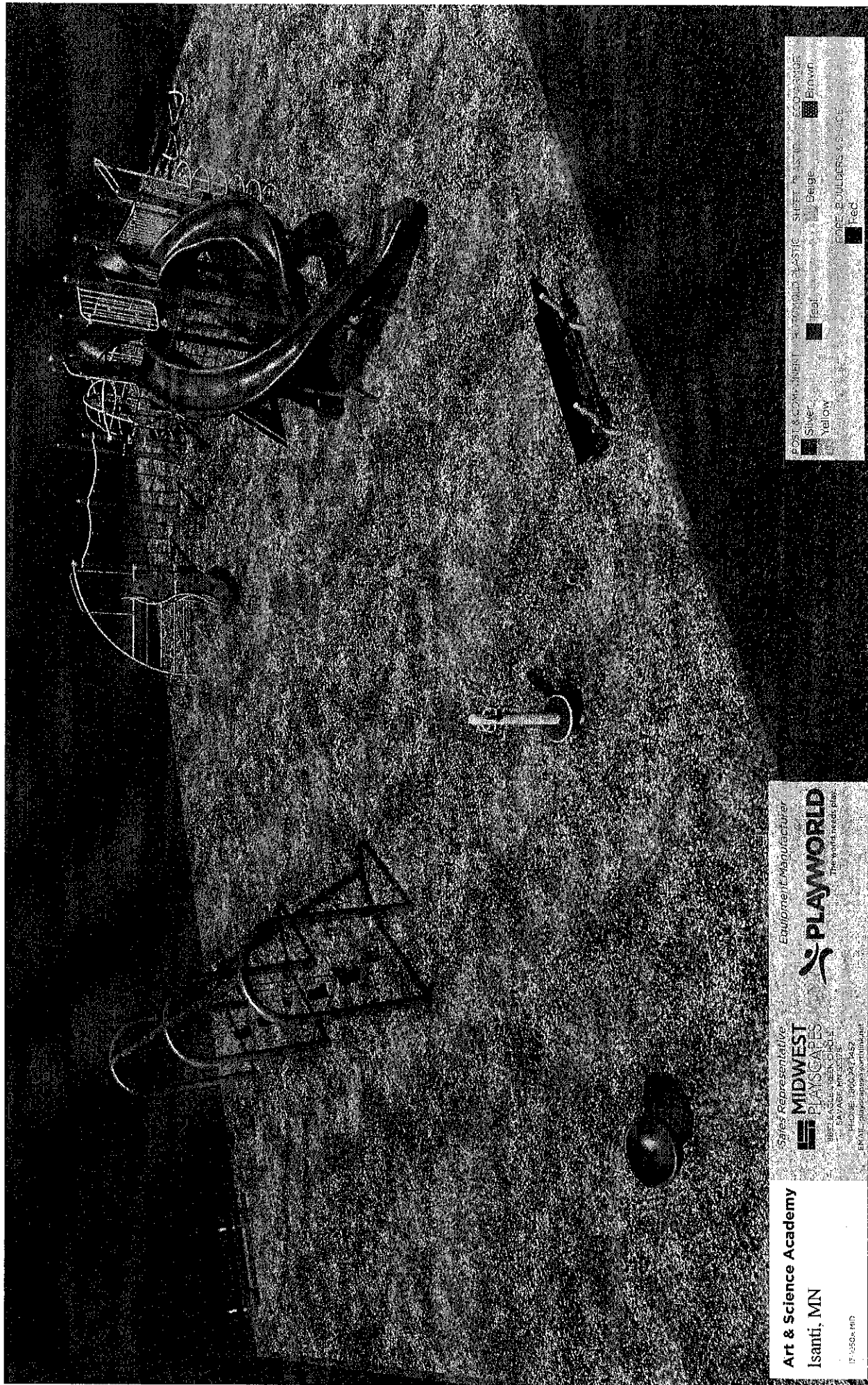
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### Background

Construction has begun on Academy Park. The paved trail and tennis court surface have been installed, and the play surface for the playground has been prepared. City staff are working with the City Engineer's office to make sure that all stages of the park construction and playground installation are being inspected to comply with safety regulations. A plans for the future playground has been attached.

### Attachments

- Playground plans



Art & Science Academy  
Isanti, MN

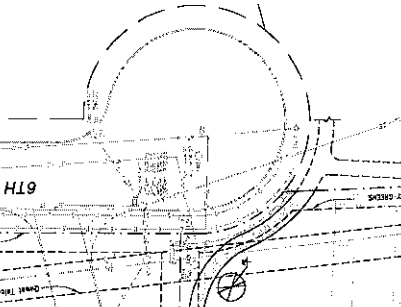
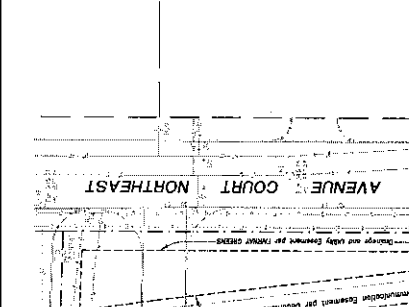
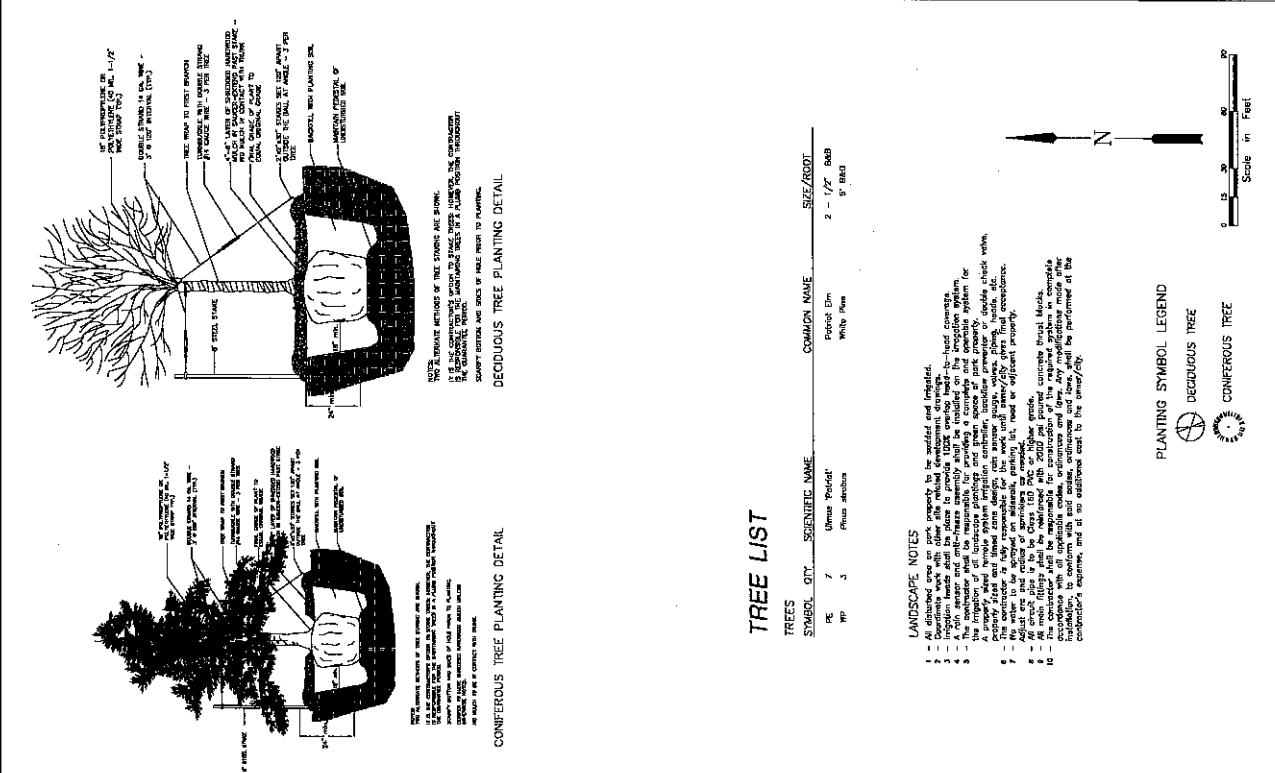
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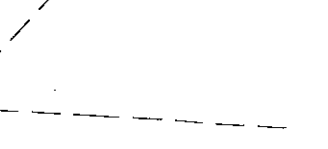
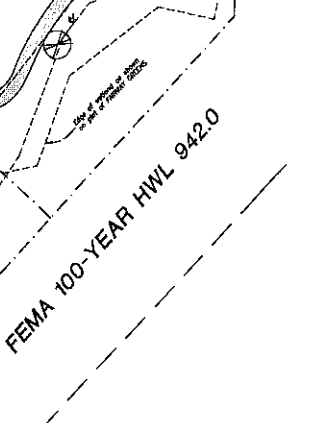
|         |             |
|---------|-------------|
| DATE    | DESCRIPTION |
| 1-22-13 | ISSUED      |
| 2-10-13 | REVISED     |
| 3-18-13 | REVISED     |
| 5-13-13 | REVISED     |



**TREE LIST**

| SYMBOL | QTY | SCIENTIFIC NAME | COMMON NAME | SIZE/ROOT    |
|--------|-----|-----------------|-------------|--------------|
| RE     | 7   | Ulmus 'Pendula' | English Elm | 2 - 1/2" BAB |
| WP     | 3   | Pinus strobus   | White Pine  | 5" BAB       |

- LANDSCAPE NOTES**
- 1 - All dimensions are to be verified and labeled.
  - 2 - The contractor shall be responsible for all required permits.
  - 3 - Irrigation heads shall be placed to provide 100% coverage based on local conditions.
  - 4 - The contractor shall be responsible for providing a complete and detailed system for irrigation.
  - 5 - The contractor shall be responsible for providing a complete and detailed system for irrigation.
  - 6 - The contractor shall be responsible for providing a complete and detailed system for irrigation.
  - 7 - The contractor shall be responsible for providing a complete and detailed system for irrigation.
  - 8 - The contractor shall be responsible for providing a complete and detailed system for irrigation.
  - 9 - The contractor shall be responsible for providing a complete and detailed system for irrigation.
  - 10 - The contractor shall be responsible for providing a complete and detailed system for irrigation.





## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** July 25, 2017

**Subject:** Isanti Indoor Arena Steel Repair

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### **Background**

Due to an ongoing issue with an outdoor light filling with water at the main entrance of the Isanti Indoor Arena, the City's electrician needed to cut a hole in the steel to replace the light. It was determined during this process that the steel on the facility is special order. Staff have contacted the original contractor for an estimate to get a new matching piece for the repair. The sheets are \$100 for a 3'x3' panel, and the contractor stated that the freight would cost more than the material in the small quantity. Currently, the hole is repaired with a slightly different white panel.

### **Staff Request**

Staff are requesting that the Board discuss the cost of this repair and give staff direction going forward for repairs to the Indoor Arena.



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** July 25, 2017

**Subject:** Parks Updates

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### **Background**

The second Street Dance with Devon Worley Band was well attended. It was the first time having this band for a Street Dance, but they have played many events in the area in the past.

The citywide scavenger hunt is open through August 4<sup>th</sup>. As of July 20, there were 29 entries. The grand prize drawing will take place at the Street Dance on August 12 at 7:00 pm. The prize will include \$100 cash, a \$100 gift card from Coborn's, and a contribution from Allina Health. Participants must be present to win the drawing.

Celebrate Isanti is coming up August 12<sup>th</sup>. Staff are still looking for businesses and organizations that may like to participate in the kids' festival portion of the event. As of July 20, there were 59 people registered for the run/walk and 14 registered for the family bike ride. The first 50 in each event will receive free goodie bags. The runners who finish first, second, and third in the men's, women's, boys', and girls' classes will receive metals at the event as well.

The community garden is growing very well. Staff will begin to collect donations for Senior Dining soon, as fruits and vegetables are available.



## PARK, RECREATION & CULTURE BOARD AGENDA

**Council Chambers**

**Tuesday, August 22, 2017**

**6:00 p.m.**

1. Meeting Opening
  - A. Call to Order
  - B. Pledge of Allegiance
  - C. Roll Call
  - D. Agenda Modifications
2. Approval of Minutes from June 27, 2017 Park, Recreation and Culture Board Meeting.
3. Bike/Walk Trail Sign Redesign
4. Legacy Table Repair
5. Academy Park Update
6. Isanti Indoor Arena Steel Repair
7. Parks Updates
8. Adjournment

CITY OF ISANTI  
PARKS, RECREATION, AND CULTURE BOARD  
MEETING MINUTES  
June 27, 2017  
City Council Chambers

1. Meeting Opening.

A. Call to Order.

Zdon called the meeting to order at 6:10 p.m.

B. Pledge of Allegiance.

Everyone stood for the Pledge of Allegiance.

C. Roll Call.

**Members Present:** Jennifer Garvey, James Witte, and Aaron Zdon  
**Members Absent:** Mayor Wimmer  
**Staff Present:** Katie Everett, Community Events and Parks Coordinator

D. Agenda Modifications.

Zdon asked if there were any agenda modifications. There were none.

Motion by Garvey, second by Wimmer to approve the June 27, 2017 Parks, Recreation, and Culture Board Agenda. Motion was unanimously approved.

2. Approval of Minutes from April 25, 2017 Parks, Recreation and Culture Board Meeting.

Motion by Garvey. Second by Witte. Vote was unanimously approved.

3. Sign Replacement Plan

Everett explained the signs that directly match River Bluff have been ordered, mostly because we needed to make sure that former – Tot Lot had the right name before the scavenger hunt started. That sign has been put up, she hasn't gotten a chance to see if the others are up yet. She explained that the other options are in the packet. The board had talked about doing some smaller ones to distribute around Bluebird Park. The big signs we have are 8'x3'. The 4'x2' option would go on the entrance off of Isanti Parkway where the road is, and the 2'x2' where the trail comes in on the side off of 3<sup>rd</sup>, and then 1<sup>st</sup> Ave winds through the park. Right now there's a little sign as you come through there, we'd replace that one with one that matches. Everett stated that she didn't attach one of the little rules signs because people would be passing them and would read them. Garvey asked if there is a sign near the playground that says there's a bathroom available at BMX. Everett explained that the closest one is by the skate park. Zdon stated that one isn't super visible, and no one really knows. Everett stated that the one out there is a rule sign that across the bottom shows "Public Restroom," and we should be able to order another of those. Garvey stated that she doesn't like adding more posts, because she knows the people mowing the grass don't like more posts, so if it's attached to the pavilion. Zdon added that families with babies at the pavilion don't always want to be using the portables, so agreed that would be a good location. Everett explained that she got the invoice for the signs ordered so far and we should have plenty of money to get what we need.

Everett explained that VFW sign has a condensed version of the rules with the ones more pertinent for that site. That is the same size as the one on the backstop at Unity for a frame of reference. The Bike/Walk Trail signs look like people have been throwing things at them and they're all dented. Everett explained that she thinks there are way too many words on the sign, and the group agreed. Zdon stated that someone might read "4. No alcohol," because it's short and move on. Everett explained that is what

the sign currently reads. Garvey recommended that the group revisit this sign, she agreed that there are way too many rules and four is about the max, and no one is going to stop and read all of these. Zdon stated that the font can be bigger then, too. Everett said that maybe we can have some rules listed and then have a little mailbox there will all of the rules listed so we can say they're available. Zdon said that for number one, "No motorized or recreational vehicles on the trail or its right of way," you can just say "No motorized vehicles," which is what you see on every sign – or you could add no ATVs, and that's still shorter. Garvey asked if Everett had looked at any other county or regional trail signage to see any comparisons. Everett said that she hasn't directly relating to this, but she's never seen a sign that looks like this in all the time she's visited parks. Witte stated that some places just use emblems. Garvey stated a lot of them are getting away from the English language and making sure it's just a universal type of thing. Zdon stated that if you're biking, you can pick up 6 emblems quickly as you're going by. Garvey stated she likes the idea of the emblems; Zdon agreed, and stated that even if some are written and then add 4 or 6 big emblems. Garvey stated she would make a motion to come back with a couple of rules and some emblems that would be an option to condense this sign down. Everett stated she can rework it too, and she will check with the City Administration because they may have ideas about which rules have to be on there. Zdon stated that it's not a bad thing to have the full set of rules maybe posted, but also have an abridged set somewhere on the trail, and have these maybe on the website. Everett stated she believed they are currently on the website, but wasn't positive about that. Garvey stated she didn't think most other places would have these even as an option posted somewhere because all they're going to do is get trashed. Everett agreed that it's not effective and she'll rework it and bring it back. In the meantime, if the board had a chance to Google and find some good emblems, they can email them to her. Zdon stated they should be public domain on the alcohol, no littering, no motorized. Everett stated that she has seen the National Parks Service has a download of their standard ones too. The other signs on the last page will replace the sign just as you're crossing the dirt road; as you're coming into the City of Isanti it says welcome and as you're leaving, thanks for visiting. That's what they say now, Everett said she didn't know if we wanted more information or to stick with what's there. Zdon stated that these are nice and big. Everett stated that Cambridge has a nice big map on their beginning end. So we might be able to look into getting their version of that map and maybe get something like that on this end. There was a gentleman that came in probably a couple of months ago now that said he would like to see distance markers on the trail. He happened to be a sign guy and was going to send options for doing this, and she hasn't heard from him. That might be something that the Bike/Walk Trail committee looks at too. Zdon said that would be nice to have. Everett explained that a lot of people go out with spray paint and mark the trail wherever they want for their 5Ks and things, so that might limit that. Everett stated that if they're okay with those, she will order them as well as the Bluebird and VFW Park sign.

#### **4. Benches and Tables**

Everett stated that she wanted to confirm that when the group was out on the park tour, they weren't super convinced that new tables were going to a high priority. The Public Works department has repainted a bunch of the blue and black ones too. There may be a couple left to work on, but the ones that were the worst like over at Mattson are all being redone. They're all getting a little bit of a facelift. There is a chance that we might be able to get some donated by the Rotary; they contacted that they may be interested in doing that again. Everett just wanted to make sure we don't want to order anything at this point. Zdon asked if the \$5000 budgeted is use-it-or-lose it or if it will be pushed to next year. Everett explained that we'll probably lose it, but if we don't need to spend it that's good for the Parks budget. Garvey asked if it has to be spent on tables and benches. Everett explained at this point, yes it does. If we do determine that we do not want to do this and there's another project that fits within that budget, it would be a Finance Committee and then ultimately Council decision to reallocate that money. Garvey asked if we would want to have that decision made by November at the latest. Everett said that should happen as soon as possible. Zdon asked if that money could be used to replace the boards at Legacy that are gouged up, or would that be separate repair budget? Everett said she thought we probably could use it for that. Zdon said he thought it would fit within the scope. Everett explained that she did contact that and

it was about \$60 per board. Zdon said we might need 20 boards over there, we don't know, some of them are pretty bad. Garvey asked if it could come back next month. Zdon asked if we could get a count of how many boards are out there. Everett explained she had gone out and didn't remember exactly how many were bad, but it was around eight. Zdon said that was less than he thought. Everett said that each table has three slats on the top and each bench is just one, so there aren't as many as she was thinking either. She said she asked if we could get blank ones to have extras, but the boards in each position are different and it costs more to get them blank. Everett stated that we might still be able to order extra middle ones, extra end ones, etc. Zdon said he thought it might make sense to get some extra sets since these are the same benches we're using at other parks now too. Garvey asked if the Parks department had tried sanding them down; Everett said she thought they may have done that in a couple of shallow spots, but some of them are so deep you'd end up with a big bowl there. Zdon said that by the time we pay for someone to do that work you could probably just pay for a new board, plus the finish gets kind of weird when you do that. Zdon said he'd like to get an estimate on getting some sets so we have plenty to fix what's there and possibly have some extras.

Zdon asked if there are other top priority benches and tables, or if they have them all repaired. Everett stated that some of the blue ones are pretty dented, but they're nicer now and will hold up for a while. Garvey asked if the blue ones are the metal mesh. Everett said they are. The brown ones that are the permanent ones in the parks were repainted, and the blue ones are usually the ones under the pavilions that move around. They don't look brand new, but they look a lot better. Zdon said the board could leave it up to staff's discretion. If there are some that the mesh is torn, then it's a safety hazard. If there are any staff don't think are worth repairing, then maybe next month we know that and then can decide and be done with it.

## **5. Parks Updates**

Everett said that the scavenger hunt kick off was really fun. We had about 10 people, with adults and kids, that came to volunteer with Access Church, and 20-25 people that came through to do that activities and a handful more that just stopped by to get the passports. We had a decent turnout for not knowing what to expect. Some people brought the newspaper ad with them, so it's good to know how people are hearing about things. We've had 13 or 14 turned back in, and we've been watching people doing it around town. Some people come in to City Hall and just go out and do it all in a day. The prizes are the blue Frisbees, which we've had before, and blue aluminum water bottles. Staff are collecting some things from local businesses. We have requested a gift card from Coborn's and Allina is going to donate a parks visiting kit with sunscreen, bug spray, that kind of thing. And there will be \$100 cash prize. We are requiring that the person be there to win the grand prize, which will be drawn August 12<sup>th</sup> at the Street Dance.

Boogie Wonderland was awesome. We got no weather to speak of here. It was the coolest Street Dance Everett had ever been too. There were a couple of spritzes as the band was setting up, but otherwise we completely escaped all of the weather that happened everywhere else on Saturday. Our vendors were all saying they had never seen that many people at a Street Dance before. The Lions ran out of beer at 10:45. Boogie Wonderland is easy to work with, and they want to come back.

The Farmers' Market is going well. The vendors are going a little rogue this week, and they're having the market without Everett. She will be off on Friday, and has put one of them in charge and we'll see how they do. They're all pretty happy. It's not as easy to get in and out for them to set up this year, so the logistics are a little trickier. She is not allowing them to complain about that because the customer traffic has increased so much. It's been way busier. Last week was rainy, and Everett thinks it was still busier than an average week last year. We have also worked with Dual Square Mall and EverCat owns a building next to that about access to that grassy area, and they've all been super cooperative about that. The Liquor Store has been very kind too as we're setting up and doing all of that. Zdon stated they're

probably getting more business too. Everett said the market tries to send that in and hopes it goes both ways.

The Arts and Science Academy is moving along. The direction they've been given is that once there is substantial progress made on the park, they will be given official approval to go ahead with expanding enrollment and the middle school stuff. Zdon asked if the park is physically being done. Everett stated that it is, and within the last couple of weeks they've filed all of the final plats. Zdon asked if there is a final plan, and if it's online. Everett stated she's not sure if it's online anywhere, but will include a full size tennis court, she thinks the soccer field will be little, but it's for small kids. Everett stated she doesn't know the dimensions on that. They'll also be putting in a playground, and the equipment changed a couple of times so she's not sure exactly off hand what they chose. A paved trail loop will also go through there, and eventually we'll connect that around the storm pond. Zdon asked if they're doing the work out gear that was on the original. Everett stated that will be on our section, and at this point that is not a budgeted project but we'd like to do it at some point in the future. Zdon stated that he was at Highland Park over the weekend and the exercise area was packed. Everett explained that the new Community Development Director is very interested in parks too, and he asked when the last time we did a park plan was. Everett told him it was 2011, but it hasn't been followed very closely. She also thinks that sometime in the next couple of years the City is supposed to be updating its comprehensive plan and Parks is supposed to be a part of that. Hopefully we get a guiding document going forward, and that park would maybe included as well as some of the other dream items.

Everett explained that it is budget time so staff is preparing preliminary budgets to be brought forward. She is working on a grant for a dog park, so if we get that, the dog park will happen a lot sooner. It's looking like right now that might happen over the next couple years if we don't, budgeting that in so we have enough to do a good job when we put it up. We're also looking at a way to start including capital replacement for playgrounds to have funds available to replace things that are aging. As far as Everett knows we're still planning to do the tennis court next year as long as that gets approved in the budget process. We know that will just continue to get more expensive the longer we wait.

Celebrate Isanti is the last item. Everett asked the board that if they know of organizations or teams that might want to come to the wellness fair to let her know. Otherwise it's going well, she thinks there are about 40 people signed up for the 5K. There is still time for that, and we'll do another advertising push on that as it gets closer. Zdon asked which day that is; Everett said August 12. Everett stated that it's looking like it will be a good day with lots of free things for people to do. And between then and now is the July Street Dance. Devon Worley Band is coming. She has never done a Street Dance before, but has done a lot of stuff in the area and has a pretty decent following. Rodeo/Jubilee things are coming up fast – next week already, the parade is next Thursday.

##### **5. Adjournment**

Motion by Witte, second by Garvey to adjourn the June 27, 2017 meeting of the Parks, Recreation, and Culture Board. Motion was approved.

The meeting adjourned at 6:35 p.m.

Dated at Isanti, Minnesota this 27<sup>th</sup> day of April, 2017.

Respectfully submitted,





**MEMO**

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board  
**From:** Katie Everett, Community Events and Parks Coordinator  
**Date:** August 22, 2017  
**Subject:** Bike/Walk Trail Sign Redesign

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**Background**

At the June 27, 2017 meeting, the PRC Board reviewed options for new park signs and determined that the Cambridge-Isanti Bike Walk Trail rules sign should be redesigned. Staff have reworked a draft of the sign. A copy of the complete rules have been made available as well. Staff has confirmed that the rules document is available on the City of Isanti website.

**Attachments**

- Sign design draft
- Trail rules

# CAMBRIDGE-ISANTI BIKE/WALK TRAIL

## TRAIL RULES:

- NO MOTORIZED VEHICLES
- NO LITTERING
- NO ALCOHOL
- NO TOBACCO
- PETS MUST BE LEASHED AT ALL TIMES
- TRAIL IS CLOSED AFTER 10:00 PM



**WINTER USE – GATED PORTION OPEN ONLY TO  
HIKING, SNOWSHOEING, SKIING**

**COMPLETE RULES AVAILABLE ONLINE AT  
[CITYOFISANTI.US](http://CITYOFISANTI.US)**



## Rules and Regulations of the Cambridge-Isanti Bike/Walk Trail

1. Motorized or Recreational Vehicles – Any use of motorized or recreational vehicles on the trail or its right-of-ways is prohibited, except those operated on official business for maintenance, law enforcement or safety and rescue purposes by or for the Cities of Cambridge or Isanti or by any other governmental entity or as otherwise authorized by law.
2. Trail Closure – The trail and its right-of-ways can be closed at any time for public use by order of the Police Chief(s), Sheriff or other designee. Unauthorized use of the trail when closed is prohibited.
3. Winter Usage- When the gates of the trail are closed and posted for winter use only, the gated portion of the trail is closed for use except for hiking, snowshoeing and cross country skiing.
4. Alcoholic Beverages – Use or possession of alcoholic beverages on the trail is prohibited. This includes 3.2 non-intoxicating beer, wine and similar beverages and all other alcoholic beverages.
5. Littering – Littering on the trail, trail right of way, adjoining property, ponds or watercourses is prohibited. All trash and waste material shall be carried away from the area by the person responsible for its presence. No person shall deposit, dump, or leave any glass bottles or broken glass, discarded vegetation, trash, waste, rubbish or debris of any type upon the trail or its right-of-way nor in the water of any pond, stream or other body of water or wetland adjacent to or in the Trail right-of-way.
6. Offensive Behavior – Offensive, obscene, or abusive language, or boisterous or noisy conduct tending reasonably to arouse alarm, anger or resentment in others, or engaging in immoral or violent conduct, or engaging in brawling or fighting, or engaging in conduct creating or tending to create a disturbance or annoyance to other trail users, or that interferes with the use of enjoyment of the trail by others is prohibited.
7. Advertising – Advertising, selling or attempting to sell or solicit for private gain or cause, or operating non-authorized commercial operations on the trail or its right-of-way is prohibited unless authorized. No person shall post, glue, tack or otherwise post any sign, placard, advertisement, banner or inscription whatsoever, unless so authorized.
8. Pets – Pets must be leashed at all times. Persons accompanying a pet on or along the trail shall properly dispose of all pet waste.
9. Fires – Fires are strictly prohibited. This includes use of portable barbeques, stoves and similar cooking devices.
10. Firearms and Fireworks – Possession or discharging firearms, air rifles, BB guns, sling shots, bow and arrows, other weapons, explosives or fireworks, unless otherwise permitted by law or so authorized is prohibited.

11. Trail Hours – The trail shall be closed to use after 10:00 pm. No person shall be in, or remain, on the trail or trail right-of-way after that time unless so authorized.
12. Camping – Camping on the trail and its right-of-way is prohibited.
13. Horses – No person shall ride or allow a horse to be present on the trail or its right-of-way unless so authorized.
14. Damage to Equipment and Trail Facilities – It is unlawful to willfully mark, remove, break, destroy, injure, mutilate, deface or in any way damage or remove any equipment, structure, monument, stake, gate fence, sign, road surface, facility, or natural growth, plants and trees.
15. Hunting and Trapping – Hunting and trapping on the trail and its right-of-way are prohibited.
16. Wildlife – No person shall willfully injure, molest, pursue or endanger wildlife.
17. Organized Activities – Organized sports, trail activities or active games are prohibited unless authorized.
18. Swimming – Swimming or wading in ponds or streams in trail right-of-ways is prohibited.
19. Penalty for Violation – Violation of any provision of these Rules and Regulations shall be punishable by a misdemeanor. Violators shall be subject, upon conviction, to a fine of up to \$1,000.00 and/or incarceration of up to 90 days in jail.

**NOTE:** Authorization for any exception from these rules, where referenced herein, shall require joint approval of the Cities of Cambridge and Isanti. Each of said Cities may determine its own process for consideration of exception requests but shall communicate to the applicant the requirement that approval for any exception must be obtained from both the City of Cambridge and City of Isanti. Each City shall notify the other of any requests for exception received by it from any applicant and the status and disposition of such request.



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** August 22, 2017

**Subject:** Legacy Table Repair

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### **Background**

At the June 27, 2017 meeting, the PRC Board instructed staff to find costs for repairing the slats on the Legacy Park tables as well as to confirm that there are not any existing park tables that are in total disrepair. Staff have confirmed that Public Works has not found any tables that cannot be repaired or repainted so far. The life of these tables has been extended, but it is difficult to say how much longer they will last. Staff recommends looking at the tables again in two or three years to determine their condition.

The cost per board of the composite tables at Legacy Park is \$66 (plus shipping). Staff have found 7 boards that have been damaged. The cost would be \$462 (plus shipping). There is not a volume discount on these boards, and they must be ordered according to their position on the tables, so staff recommend replacing only the boards that are damaged now and to address future damages as necessary.



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board  
**From:** Katie Everett, Community Events and Parks Coordinator  
**Date:** August 25, 2017  
**Subject:** Academy Park Update

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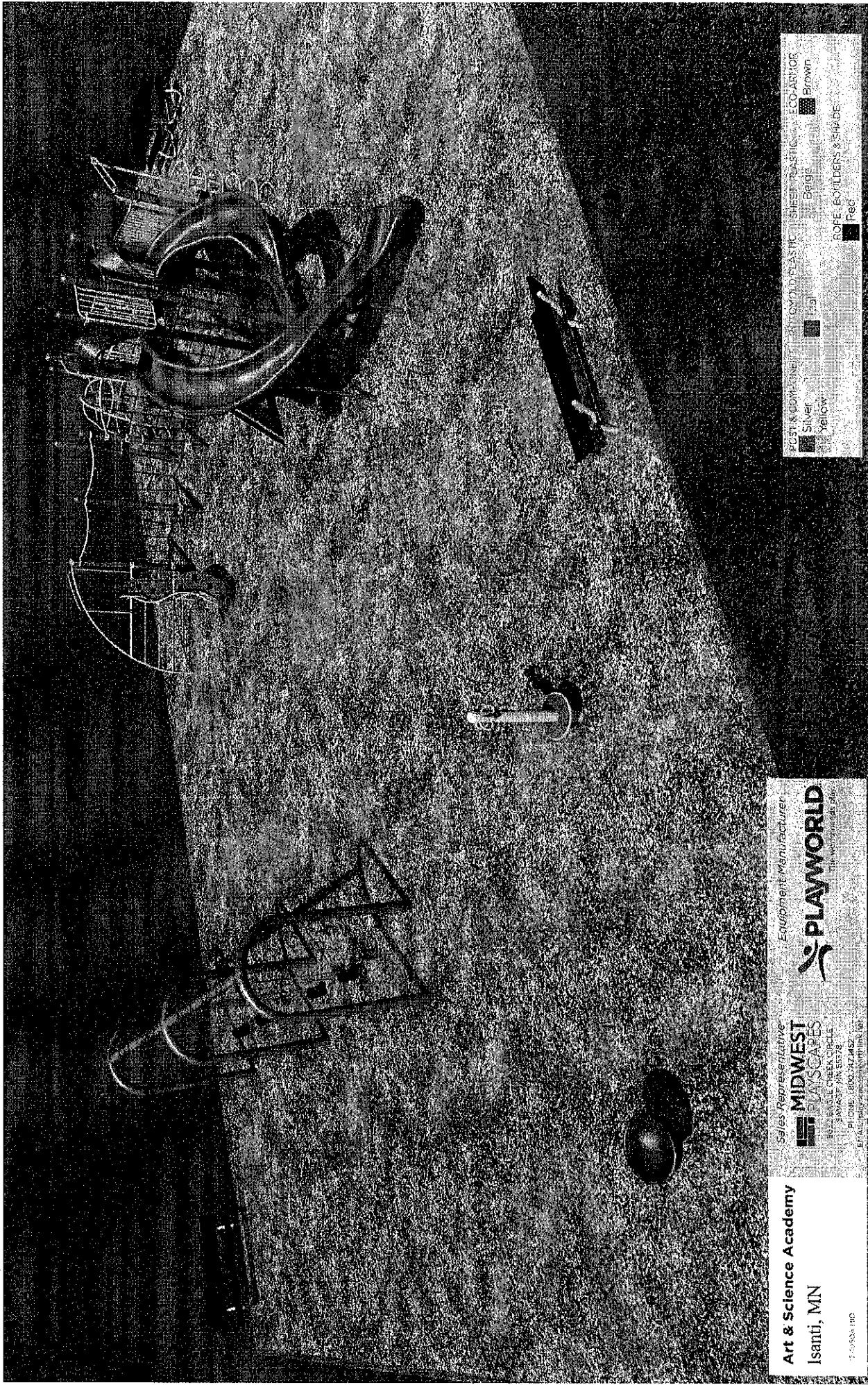
### Background

Construction has begun on Academy Park. The following construction items have been completed: pavement for the trail, tennis court surface, tennis court fencing, trees and sod have been planted, footings for the playground equipment. City staff are working with the City Engineer's office to make sure that all stages of the park construction and playground installation are being inspected to comply with safety regulations. Plans for the future playground are attached.

### Attachments

- Playground plans





**Art & Science Academy**  
 Isanti, MN  
 1-503-84-110

Sales Representative  
**MIDWEST**  
**PLAYSCAPES**  
 800 N. STATE STREET, SUITE 100  
 MINNEAPOLIS, MN 55415  
 PHONE: 612-338-4212  
 FAX: 612-338-4213

Equipment Manufacturer  
**PLAYWORLD**  
 1000 W. WASHINGTON STREET, SUITE 100  
 MINNEAPOLIS, MN 55415

FCST & COMPONENTS  
 Silver  
 Yellow  
 T-31  
 SHEET PLASTIC  
 Beige  
 BROWN  
 ROPE BOLLERS & SHAPE  
 Peg



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board  
**From:** Katie Everett, Community Events and Parks Coordinator  
**Date:** August 22, 2017  
**Subject:** Isanti Indoor Arena Steel Repair

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### **Background**

Due to an ongoing issue with an outdoor light filling with water at the main entrance of the Isanti Indoor Arena, the City's electrician needed to cut a hole in the steel to replace the light. It was determined during this process that the steel on the facility is special order. Staff have contacted the original contractor for an estimate to get a new matching piece for the repair. The sheets are \$100 for a 3'x3' panel, and the contractor stated that the freight would cost more than the material in the small quantity. Currently, the hole is repaired with a slightly different white panel.

### **Staff Request**

Staff are requesting that the Board discuss the cost of this repair and give staff direction going forward for repairs to the Indoor Arena.



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board  
**From:** Katie Everett, Community Events and Parks Coordinator  
**Date:** August 22, 2017  
**Subject:** Parks Updates

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### **Background**

Celebrate Isanti was a success with 114 finishers for the run/walk and 39 bike participants. The event overall was well-attended. The car show had a record number of cars (146). Jonah and the Whales played another entertaining Street Dance. The food vendors for the Street Dances have expressed interest in returning next year.

The Passport to Parks Scavenger Hunt was also a success in the first year. There were 46 completed passports returned, and staff talked with community members who participated in portions of the hunt but didn't finish. The Grand Prize winner was Jack Reibel; he received \$100 to Coborn's Marketplace, \$100 VISA gift card, \$25 to WillowBridge, \$25 to the farmers market, and an outdoor kit from Allina. Staff are working on an online feedback survey to send to this year's participants.

The community garden is continuing to do well; extra produce is being collected for Senior Dining.

Movie Nights will begin in October. Staff are seeking volunteer groups to host movie nights. The Girl Scouts were the first group to sign up, and have reserved October's movie night (Moana).



## PARK, RECREATION & CULTURE BOARD AGENDA

**Council Chambers**

**Tuesday, September 26, 2017**

**6:00 p.m.**

1. Meeting Opening
  - A. Call to Order
  - B. Pledge of Allegiance
  - C. Roll Call
  - D. Oath of Office for new Parks, Recreation, and Culture Board Member
  - E. Agenda Modifications
2. Approval of Minutes from June 27, 2017 Park, Recreation and Culture Board Meeting.
3. Bike/Walk Trail Sign Redesign
4. Legacy Table Repair
5. Academy Park Update
6. Isanti Indoor Arena Steel Repair
7. Parks Updates
8. Adjournment

**CITY OF ISANTI  
PARKS, RECREATION, AND CULTURE BOARD  
MEETING MINUTES  
June 27, 2017  
City Council Chambers**

**1. Meeting Opening.**

**A. Call to Order.**

Zdon called the meeting to order at 6:10 p.m.

**B. Pledge of Allegiance.**

Everyone stood for the Pledge of Allegiance.

**C. Roll Call.**

**Members Present:** Jennifer Garvey, James Witte, and Aaron Zdon

**Members Absent:** Mayor Wimmer

**Staff Present:** Katie Everett, Community Events and Parks Coordinator

**D. Agenda Modifications.**

Zdon asked if there were any agenda modifications. There were none.

Motion by Garvey, second by Wimmer to approve the June 27, 2017 Parks, Recreation, and Culture Board Agenda. Motion was unanimously approved.

**2. Approval of Minutes from April 25, 2017 Parks, Recreation and Culture Board Meeting.**

Motion by Garvey. Second by Witte. Vote was unanimously approved.

**3. Sign Replacement Plan**

Everett explained the signs that directly match River Bluff have been ordered, mostly because we needed to make sure that former – Tot Lot had the right name before the scavenger hunt started. That sign has been put up, she hasn't gotten a chance to see if the others are up yet. She explained that the other options are in the packet. The board had talked about doing some smaller ones to distribute around Bluebird Park. The big signs we have are 8'x3'. The 4'x2 option would go on the entrance off of Isanti Parkway where the road is, and the 2'x2' where the trail comes in on the side off of 3<sup>rd</sup>, and then 1<sup>st</sup> Ave winds through the park. Right now there's a little sign as you come through there, we'd replace that one with one that matches. Everett stated that she didn't attach one of the little rules signs because people would be passing them and would read them. Garvey asked if there is a sign near the playground that says there's a bathroom available at BMX. Everett explained that the closest one is by the skate park. Zdon stated that one isn't super visible, and no one really knows. Everett stated that the one out there is a rule sign that across the bottom shows "Public Restroom," and we should be able to order another of those. Garvey stated that she doesn't like adding more posts, because she knows the people mowing the grass don't like more posts, so if it's attached to the pavilion. Zdon added that families with babies at the pavilion don't always want to be using the portables, so agreed that would be a good location. Everett explained that she got the invoice for the signs ordered so far and we should have plenty of money to get what we need.

Everett explained that VFW sign has a condensed version of the rules with the ones more pertinent for that site. That is the same size as the one on the backstop at Unity for a frame of reference. The Bike/Walk Trail signs look like people have been throwing things at them and they're all dented. Everett explained that she thinks there are way too many words on the sign, and the group agreed. Zdon stated that someone might read "4. No alcohol," because it's short and move on. Everett explained that is what the sign currently reads. Garvey recommended that the group revisit this sign, she agreed that there are

way too many rules and four is about the max, and no one is going to stop and read all of these. Zdon stated that the font can be bigger then, too. Everett said that maybe we can have some rules listed and then have a little mailbox there will all of the rules listed so we can say they're available. Zdon said that for number one, "No motorized or recreational vehicles on the trail or its right of way," you can just say "No motorized vehicles," which is what you see on every sign – or you could add no ATVs, and that's still shorter. Garvey asked if Everett had looked at any other county or regional trail signage to see any comparisons. Everett said that she hasn't directly relating to this, but she's never seen a sign that looks like this in all the time she's visited parks. Witte stated that some places just use emblems. Garvey stated a lot of them are getting away from the English language and making sure it's just a universal type of thing. Zdon stated that if you're biking, you can pick up 6 emblems quickly as you're going by. Garvey stated she likes the idea of the emblems; Zdon agreed, and stated that even if some are written and then add 4 or 6 big emblems. Garvey stated she would make a motion to come back with a couple of rules and some emblems that would be an option to condense this sign down. Everett stated she can rework it too, and she will check with the City Administration because they may have ideas about which rules have to be on there. Zdon stated that it's not a bad thing to have the full set of rules maybe posted, but also have an abridged set somewhere on the trail, and have these maybe on the website. Everett stated she believed they are currently on the website, but wasn't positive about that. Garvey stated she didn't think most other places would have these even as an option posted somewhere because all they're going to do is get trashed. Everett agreed that it's not effective and she'll rework it and bring it back. In the meantime, if the board had a chance to Google and find some good emblems, they can email them to her. Zdon stated they should be public domain on the alcohol, no littering, no motorized. Everett stated that she has seen the National Parks Service has a download of their standard ones too. The other signs on the last page will replace the sign just as you're crossing the dirt road; as you're coming into the City of Isanti it says welcome and as you're leaving, thanks for visiting. That's what they say now, Everett said she didn't know if we wanted more information or to stick with what's there. Zdon stated that these are nice and big. Everett stated that Cambridge has a nice big map on their beginning end. So we might be able to look into getting their version of that map and maybe get something like that on this end. There was a gentleman that came in probably a couple of months ago now that said he would like to see distance markers on the trail. He happened to be a sign guy and was going to send options for doing this, and she hasn't heard from him. That might be something that the Bike/Walk Trail committee looks at too. Zdon said that would be nice to have. Everett explained that a lot of people go out with spray paint and mark the trail wherever they want for their 5Ks and things, so that might limit that. Everett stated that if they're okay with those, she will order them as well as the Bluebird and VFW Park sign.

#### **4. Benches and Tables**

Everett stated that she wanted to confirm that when the group was out on the park tour, they weren't super convinced that new tables were going to a high priority. The Public Works department has repainted a bunch of the blue and black ones too. There may be a couple left to work on, but the ones that were the worst like over at Mattson are all being redone. They're all getting a little bit of a facelift. There is a chance that we might be able to get some donated by the Rotary; they contacted that they may be interested in doing that again. Everett just wanted to make sure we don't want to order anything at this point. Zdon asked if the \$5000 budgeted is use-it-or-lose it or if it will be pushed to next year. Everett explained that we'll probably lose it, but if we don't need to spend it that's good for the Parks budget. Garvey asked if it has to be spent on tables and benches. Everett explained at this point, yes it does. If we do determine that we do not want to do this and there's another project that fits within that budget, it would be a Finance Committee and then ultimately Council decision to reallocate that money. Garvey asked if we would want to have that decision made by November at the latest. Everett said that should happen as soon as possible. Zdon asked if that money could be used to replace the boards at Legacy that are gouged up, or would that be separate repair budget? Everett said she thought we probably could use it for that. Zdon said he thought it would fit within the scope. Everett explained that she did contact that and it was about \$60 per board. Zdon said we might need 20 boards over there, we don't know, some of them are pretty bad. Garvey asked if it could come back next month. Zdon asked if we could get a count of how

many boards are out there. Everett explained she had gone out and didn't remember exactly how many were bad, but it was around eight. Zdon said that was less than he thought. Everett said that each table has three slats on the top and each bench is just one, so there aren't as many as she was thinking either. She said she asked if we could get blank ones to have extras, but the boards in each position are different and it costs more to get them blank. Everett stated that we might still be able to order extra middle ones, extra end ones, etc. Zdon said he thought it might make sense to get some extra sets since these are the same benches we're using at other parks now too. Garvey asked if the Parks department had tried sanding them down; Everett said she thought they may have done that in a couple of shallow spots, but some of them are so deep you'd end up with a big bowl there. Zdon said that by the time we pay for someone to do that work you could probably just pay for a new board, plus the finish gets kind of weird when you do that. Zdon said he'd like to get an estimate on getting some sets so we have plenty to fix what's there and possibly have some extras.

Zdon asked if there are other top priority benches and tables, or if they have them all repaired. Everett stated that some of the blue ones are pretty dented, but they're nicer now and will hold up for a while. Garvey asked if the blue ones are the metal mesh. Everett said they are. The brown ones that are the permanent ones in the parks were repainted, and the blue ones are usually the ones under the pavilions that move around. They don't look brand new, but they look a lot better. Zdon said the board could leave it up to staff's discretion. If there are some that the mesh is torn, then it's a safety hazard. If there are any staff don't think are worth repairing, then maybe next month we know that and then can decide and be done with it.

#### **5. Parks Updates**

Everett said that the scavenger hunt kick off was really fun. We had about 10 people, with adults and kids, that came to volunteer with Access Church, and 20-25 people that came through to do that activities and a handful more that just stopped by to get the passports. We had a decent turnout for not knowing what to expect. Some people brought the newspaper ad with them, so it's good to know how people are hearing about things. We've had 13 or 14 turned back in, and we've been watching people doing it around town. Some people come in to City Hall and just go out and do it all in a day. The prizes are the blue Frisbees, which we've had before, and blue aluminum water bottles. Staff are collecting some things from local businesses. We have requested a gift card from Coborn's and Allina is going to donate a parks visiting kit with sunscreen, bug spray, that kind of thing. And there will be \$100 cash prize. We are requiring that the person be there to win the grand prize, which will be drawn August 12<sup>th</sup> at the Street Dance.

Boogie Wonderland was awesome. We got no weather to speak of here. It was the coolest Street Dance Everett had ever been too. There were a couple of spritzes as the band was setting up, but otherwise we completely escaped all of the weather that happened everywhere else on Saturday. Our vendors were all saying they had never seen that many people at a Street Dance before. The Lions ran out of beer at 10:45. Boogie Wonderland is easy to work with, and they want to come back.

The Farmers' Market is going well. The vendors are going a little rogue this week, and they're having the market without Everett. She will be off on Friday, and has put one of them in charge and we'll see how they do. They're all pretty happy. It's not as easy to get in and out for them to set up this year, so the logistics are a little trickier. She is not allowing them to complain about that because the customer traffic has increased so much. It's been way busier. Last week was rainy, and Everett thinks it was still busier than an average week last year. We have also worked with Dual Square Mall and EverCat owns a building next to that about access to that grassy area, and they've all been super cooperative about that. The Liquor Store has been very kind too as we're setting up and doing all of that. Zdon stated they're probably getting more business too. Everett said the market tries to send that in and hopes it goes both ways.

The Arts and Science Academy is moving along. The direction they've been given is that once there is substantial progress made on the park, they will be given official approval to go ahead with expanding enrollment and the middle school stuff. Zdon asked if the park is physically being done. Everett stated that it is, and within the last couple of weeks they've filed all of the final plats. Zdon asked if there is a final plan, and if it's online. Everett stated she's not sure if it's online anywhere, but will include a full size tennis court, she thinks the soccer field will be little, but it's for small kids. Everett stated she doesn't know the dimensions on that. They'll also be putting in a playground, and the equipment changed a couple of times so she's not sure exactly off hand what they chose. A paved trail loop will also go through there, and eventually we'll connect that around the storm pond. Zdon asked if they're doing the work out gear that was on the original. Everett stated that will be on our section, and at this point that is not a budgeted project but we'd like to do it at some point in the future. Zdon stated that he was at Highland Park over the weekend and the exercise area was packed. Everett explained that the new Community Development Director is very interested in parks too, and he asked when the last time we did a park plan was. Everett told him it was 2011, but it hasn't been followed very closely. She also thinks that sometime in the next couple of years the City is supposed to be updating its comprehensive plan and Parks is supposed to be a part of that. Hopefully we get a guiding document going forward, and that park would maybe included as well as some of the other dream items.

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Celebrate Isanti is the last item. Everett asked the board that if they know of organizations or teams that might want to come to the wellness fair to let her know. Otherwise it's going well, she thinks there are about 40 people signed up for the 5K. There is still time for that, and we'll do another advertising push on that as it gets closer. Zdon asked which day that is; Everett said August 12. Everett stated that it's looking like it will be a good day with lots of free things for people to do. And between then and now is the July Street Dance. Devon Worley Band is coming. She has never done a Street Dance before, but has done a lot of stuff in the area and has a pretty decent following. Rodeo/Jubilee things are coming up fast – next week already, the parade is next Thursday.

##### **5. Adjournment**

Motion by Witte, second by Garvey to adjourn the June 27, 2017 meeting of the Parks, Recreation, and Culture Board. Motion was approved.

The meeting adjourned at 6:35 p.m.

Dated at Isanti, Minnesota this 27<sup>th</sup> day of April, 2017.

Respectfully submitted,



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Katie Everett  
Community Events and Parks Coordinator



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** September 26, 2017

**Subject:** Bike/Walk Trail Sign Redesign

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### **Background**

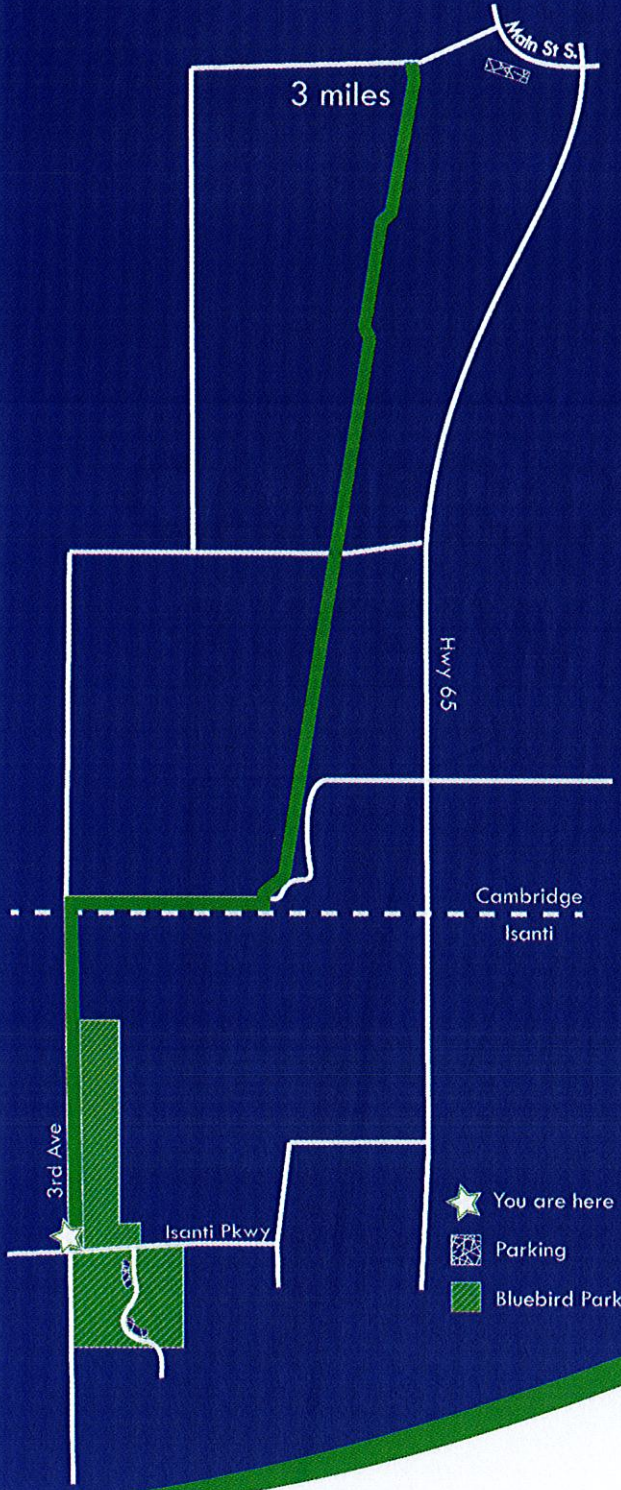
At the June 27, 2017 meeting, the PRC Board reviewed options for new park signs and determined that the Cambridge-Isanti Bike Walk Trail rules sign should be redesigned. Staff have reworked a draft of the sign. A copy of the complete rules have been made available as well. Staff has confirmed that the rules document is available on the City of Isanti website.

Staff have also noticed an ongoing problem with trail users not cleaning up after their pets in the area around the Isanti end of the trail. A sign option is attached to remind pet owners clean up after pets.

### **Attachments**

- Sign design draft
- Clean up after pets sign
- Trail rules

# CAMBRIDGE-ISANTI BIKE/WALK TRAIL



## TRAIL RULES



**WINTER USE  
GATED PORTION OPEN  
ONLY TO HIKING,  
SNOWSHOEING, AND  
SKIING**



**PET WASTE  
TRANSMITS DISEASE**

**LEASH AND CLEAN  
UP AFTER  
YOUR PET**



**PLEASE KEEP  
THIS AREA  
CLEAN**

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\$28/each or \$26 for 3+  
12"x18" reflective aluminum

[https://www.uline.com/Product/Detail/H-2898/Grounds-Maintenance/Dog-Waste-System-Sign?pricode=WA9486&gadtype=pla&id=H-2898&gclid=Cj0KCCQjwierMBRCHARIsAH19i4HdqCJwrH44RWzPrPQpQ57QT79vDRKavl\\_Gy9TpUpTvn2TeY0X3ko4aAtKDEALw\\_wcB&gelsrc=aw.ds](https://www.uline.com/Product/Detail/H-2898/Grounds-Maintenance/Dog-Waste-System-Sign?pricode=WA9486&gadtype=pla&id=H-2898&gclid=Cj0KCCQjwierMBRCHARIsAH19i4HdqCJwrH44RWzPrPQpQ57QT79vDRKavl_Gy9TpUpTvn2TeY0X3ko4aAtKDEALw_wcB&gelsrc=aw.ds)

## Rules and Regulations of the Cambridge-Isanti Bike/Walk Trail

1. **Motorized or Recreational Vehicles** – Any use of motorized or recreational vehicles on the trail or its right-of-ways is prohibited, except those operated on official business for maintenance, law enforcement or safety and rescue purposes by or for the Cities of Cambridge or Isanti or by any other governmental entity or as otherwise authorized by law.
2. **Trail Closure** – The trail and its right-of-ways can be closed at any time for public use by order of the Police Chief(s), Sheriff or other designee. Unauthorized use of the trail when closed is prohibited.
3. **Winter Usage**- When the gates of the trail are closed and posted for winter use only, the gated portion of the trail is closed for use except for hiking, snowshoeing and cross country skiing.
4. **Alcoholic Beverages** – Use or possession of alcoholic beverages on the trail is prohibited. This includes 3.2 non-intoxicating beer, wine and similar beverages and all other alcoholic beverages.
5. **Littering** – Littering on the trail, trail right of way, adjoining property, ponds or watercourses is prohibited. All trash and waste material shall be carried away from the area by the person responsible for its presence. No person shall deposit, dump, or leave any glass bottles or broken glass, discarded vegetation, trash, waste, rubbish or debris of any type upon the trail or its right-of-way nor in the water of any pond, stream or other body of water or wetland adjacent to or in the Trail right-of-way.
6. **Offensive Behavior** – Offensive, obscene, or abusive language, or boisterous or noisy conduct tending reasonably to arouse alarm, anger or resentment in others, or engaging in immoral or violent conduct, or engaging in brawling or fighting, or engaging in conduct creating or tending to create a disturbance or annoyance to other trail users, or that interferes with the use of enjoyment of the trail by others is prohibited.
7. **Advertising** – Advertising, selling or attempting to sell or solicit for private gain or cause, or operating non-authorized commercial operations on the trail or its right-of-way is prohibited unless authorized. No person shall post, glue, tack or otherwise post any sign, placard, advertisement, banner or inscription whatsoever, unless so authorized.
8. **Pets** – Pets must be leashed at all times. Persons accompanying a pet on or along the trail shall properly dispose of all pet waste.
9. **Fires** – Fires are strictly prohibited. This includes use of portable barbeques, stoves and similar cooking devices.
10. **Firearms and Fireworks** – Possession or discharging firearms, air rifles, BB guns, sling shots, bow and arrows, other weapons, explosives or fireworks, unless otherwise permitted by law or so authorized is prohibited.

11. Trail Hours – The trail shall be closed to use after 10:00 pm. No person shall be in, or remain, on the trail or trail right-of-way after that time unless so authorized.
12. Camping – Camping on the trail and its right-of-way is prohibited.
13. Horses – No person shall ride or allow a horse to be present on the trail or its right-of-way unless so authorized.
14. Damage to Equipment and Trail Facilities – It is unlawful to willfully mark, remove, break, destroy, injure, mutilate, deface or in any way damage or remove any equipment, structure, monument, stake, gate fence, sign, road surface, facility, or natural growth, plants and trees.
15. Hunting and Trapping – Hunting and trapping on the trail and its right-of-way are prohibited.
16. Wildlife – No person shall willfully injure, molest, pursue or endanger wildlife.
17. Organized Activities – Organized sports, trail activities or active games are prohibited unless authorized.
18. Swimming – Swimming or wading in ponds or streams in trail right-of-ways is prohibited.
19. Penalty for Violation – Violation of any provision of these Rules and Regulations shall be punishable by a misdemeanor. Violators shall be subject, upon conviction, to a fine of up to \$1,000.00 and/or incarceration of up to 90 days in jail.

**NOTE:** Authorization for any exception from these rules, where referenced herein, shall require joint approval of the Cities of Cambridge and Isanti. Each of said Cities may determine its own process for consideration of exception requests but shall communicate to the applicant the requirement that approval for any exception must be obtained from both the City of Cambridge and City of Isanti. Each City shall notify the other of any requests for exception received by it from any applicant and the status and disposition of such request.



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** September 26, 2017

**Subject:** Legacy Table Repair

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### **Background**

At the June 27, 2017 meeting, the PRC Board instructed staff to find costs for repairing the slats on the Legacy Park tables as well as to confirm that there are not any existing park tables that are in total disrepair. Staff have confirmed that Public Works has not found any tables that cannot be repaired or repainted so far. The life of these tables has been extended, but it is difficult to say how much longer they will last. Staff recommends looking at the tables again in two or three years to determine their condition.

The cost per board of the composite tables at Legacy Park is \$66 (plus shipping). Staff have found 7 boards that have been damaged. The cost would be \$462 (plus shipping). There is not a volume discount on these boards, and they must be ordered according to their position on the tables, so staff recommend replacing only the boards that are damaged now and to address future damages as necessary.



**MEMO**

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board  
**From:** Katie Everett, Community Events and Parks Coordinator  
**Date:** September 26, 2017  
**Subject:** Academy Park Update

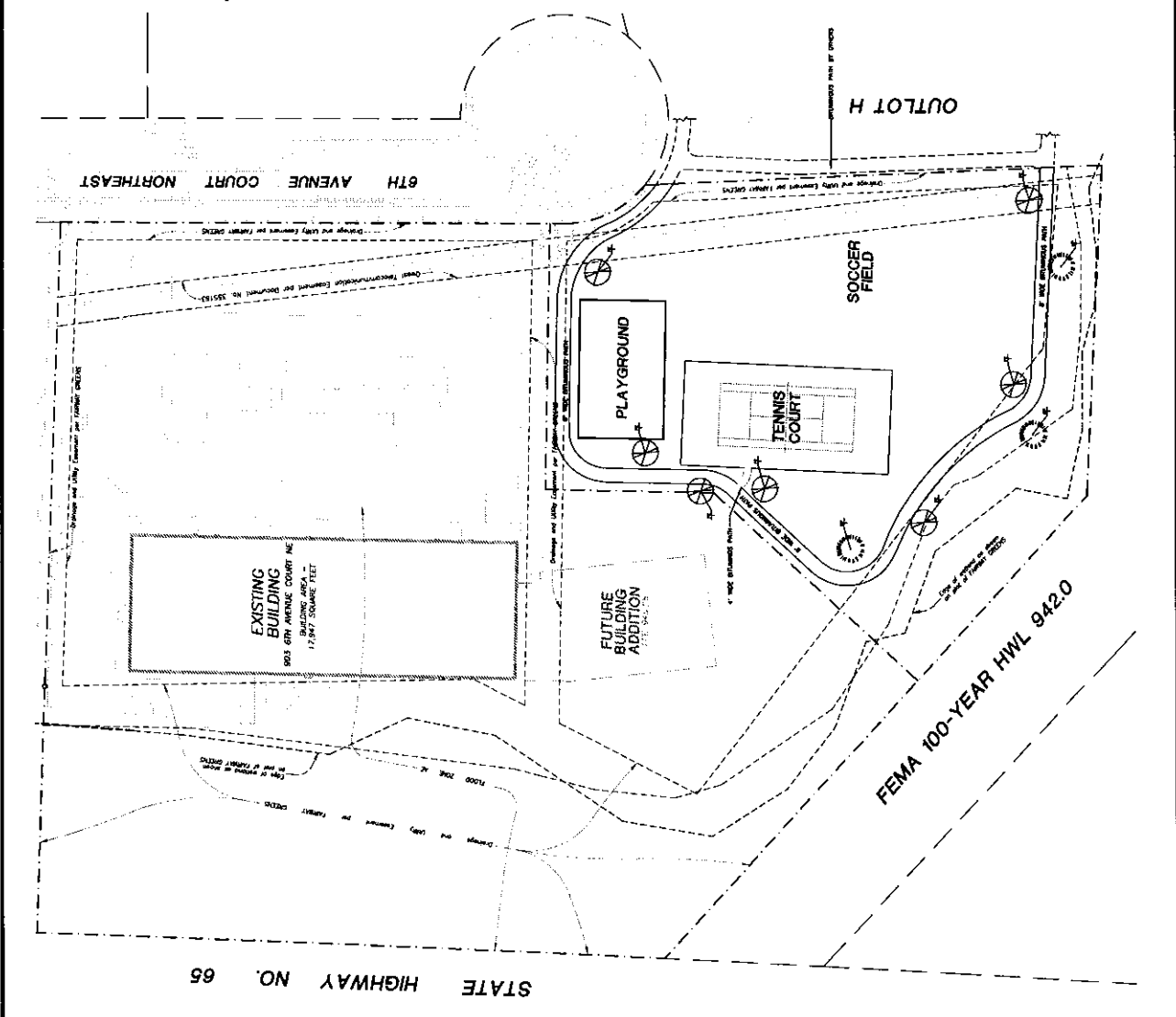
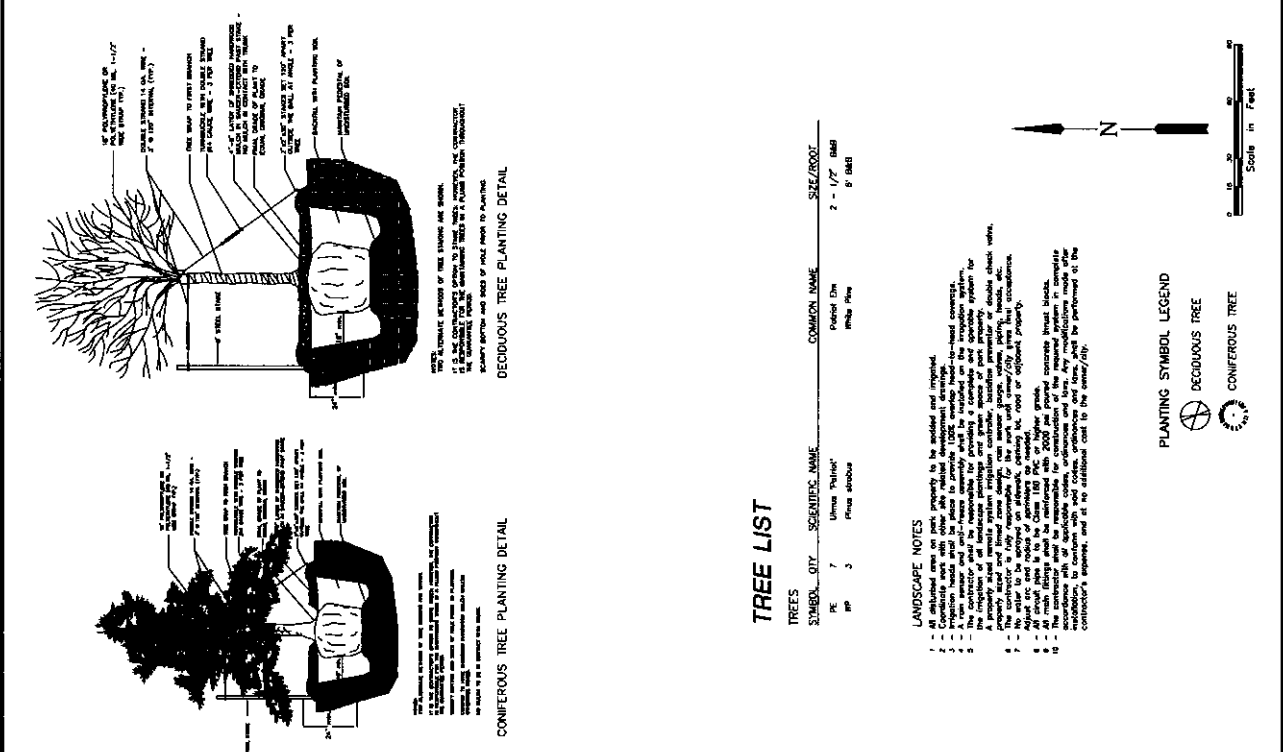
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**Background**

Construction has begun on Academy Park. The following construction items have been completed: pavement for the trail, tennis court surface, tennis court fencing, trees and sod have been planted, footings for the playground equipment have been installed. City staff are working with the City Engineer's office to make sure that all stages of the park construction and playground installation are being inspected to comply with safety regulations. Playground equipment is expected to be installed within the next couple of weeks. Plans for the future playground are attached.

**Attachments**

- Playground plans

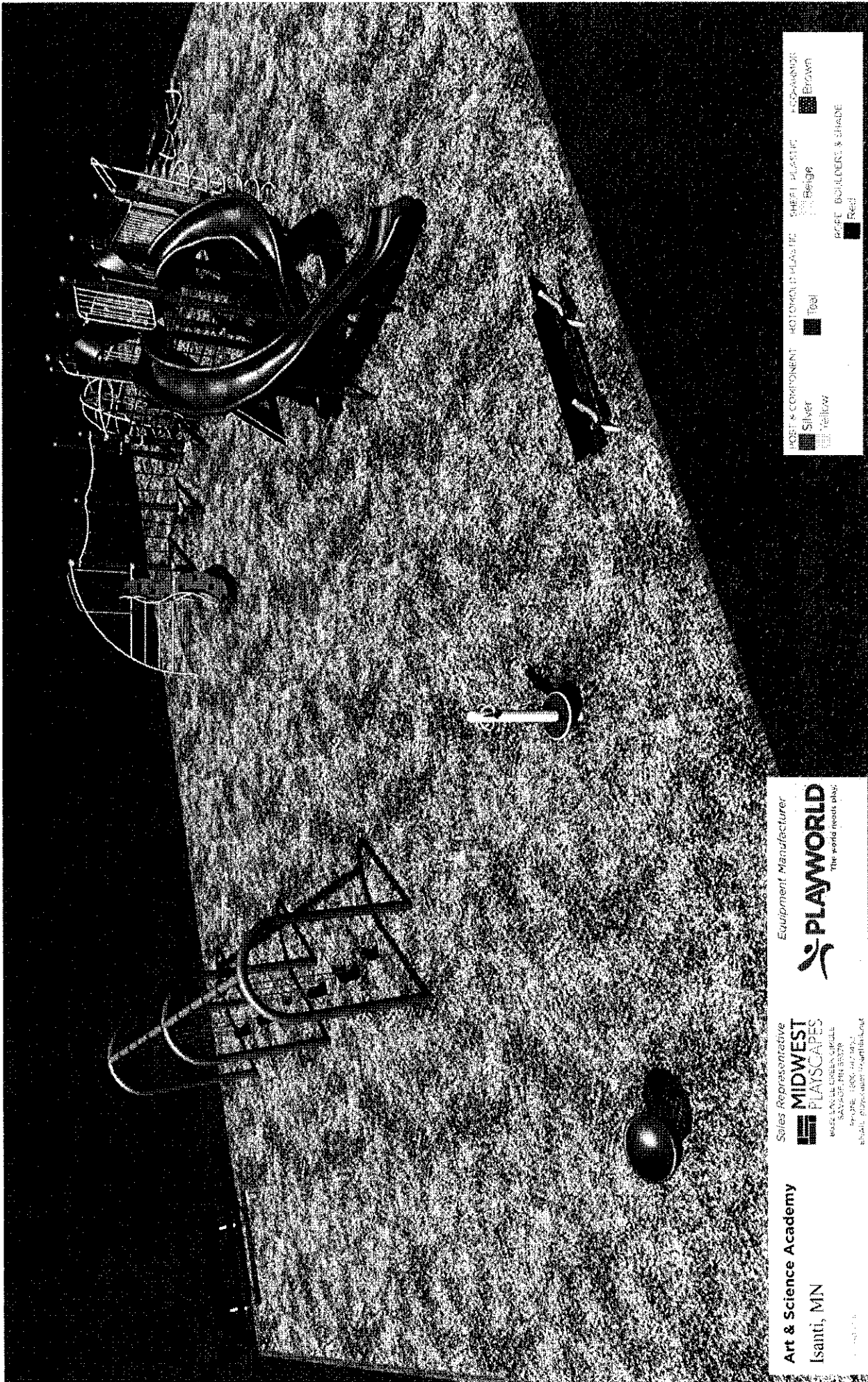


**TREE LIST**

| SYMBOL | QTY | SCIENTIFIC NAME  | COMMON NAME  | SIZE/ROOT    |
|--------|-----|------------------|--------------|--------------|
| RE     | 7   | Ulmus 'Sibirica' | European Elm | 2 - 1/2" DBH |
| RF     | 3   | Pinus strobus    | White Pine   | 5' BALL      |

**LANDSCAPE NOTES**

- All indicated areas on plan, property to be located and improved.
- Site work shall be completed in accordance with the approved site plan.
- Excavation shall be done in accordance with the approved site plan.
- The contractor shall be responsible for obtaining all necessary permits for the installation of all landscape plantings and trees, including any applicable codes, ordinances, and laws. Any modifications made after the installation of any landscape plantings and trees, shall be performed at the contractor's expense, and at the contractor's risk to the municipality.
- All trees to be planted shall be of a minimum size of 2" DBH.
- All trees to be planted shall be of a minimum height of 6 feet.
- All trees to be planted shall be of a minimum spread of 6 feet.
- All trees to be planted shall be of a minimum root ball size of 12 inches.
- All trees to be planted shall be of a minimum age of 3 years.
- All trees to be planted shall be of a minimum quality of 100%.
- All trees to be planted shall be of a minimum health of 100%.
- All trees to be planted shall be of a minimum color of 100%.
- All trees to be planted shall be of a minimum texture of 100%.
- All trees to be planted shall be of a minimum fragrance of 100%.
- All trees to be planted shall be of a minimum taste of 100%.
- All trees to be planted shall be of a minimum touch of 100%.
- All trees to be planted shall be of a minimum sound of 100%.
- All trees to be planted shall be of a minimum smell of 100%.
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## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** September 26, 2017

**Subject:** Isanti Indoor Arena Steel Repair

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### Background

Due to an ongoing issue with an outdoor light filling with water at the main entrance of the Isanti Indoor Arena, the City's electrician needed to cut a hole in the steel to replace the light. It was determined during this process that the steel on the facility is special order. Staff have contacted the original contractor for an estimate to get a new matching piece for the repair. The sheets are \$100 for a 3'x3' panel, and the contractor stated that the freight would cost more than the material in the small quantity. Currently, the hole is repaired with a slightly different white panel.

### Staff Request

Staff are requesting that the Board discuss the cost of this repair and give staff direction going forward for repairs to the Indoor Arena.



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** September 26, 2017

**Subject:** Parks Updates

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### Background

Celebrate Isanti was a success with 114 finishers for the run/walk and 39 bike participants. The event overall was well-attended. The car show had a record number of cars (146). Jonah and the Whales played another entertaining Street Dance. The food vendors for the Street Dances have expressed interest in returning next year.

The Passport to Parks Scavenger Hunt was also a success in the first year. There were 46 completed passports returned, and staff talked with community members who participated in portions of the hunt but didn't finish. The Grand Prize winner was Jack Reibel; he received \$100 to Coborn's Marketplace, \$100 VISA gift card, \$25 to WillowBridge, \$25 to the farmers market, and an outdoor kit from Allina. Staff are working on an online feedback survey to send to this year's participants.

The community garden is continuing to do well; extra produce is being collected for Senior Dining. The season will end October 15. An end of season meeting is scheduled for October 4.

Movie Nights will begin in October. Staff are seeking volunteer groups to host movie nights. The Girl Scouts were the first group to sign up, and have reserved October's movie night (Moana) and HopeFamilies – New Hope Community Church is signed up December (Up).

At the September 19, 2017 City Council meeting an erosion control project at River Bluff Preserve was approved. The project is a partnership with Isanti Soil and Water Conservation District, and will use cedar trees secured to the river bank to slow down the current and collect sediment to rebuild the bank. Additionally, trees will be planted within the project area to stabilize the bank long-term. There are grants through the Outdoor Heritage Fund and Conservation Corps of Minnesota to fund 90% of the costs, and the City of Isanti is required to contribute 10% of the total cost (estimated at about \$680).

The Farmers Market season will be ending September 29. Staff will meet with vendors immediately following the final market day to gather their comments. So far, the majority of feedback about the market's new location has been positive. There were 18 total vendors in 2017; 9 of those vendors were new this year.



## PARK, RECREATION & CULTURE BOARD AGENDA

**Council Chambers**

**Tuesday, October 24, 2017**

**6:00 p.m.**

1. Meeting Opening
  - A. Call to Order
  - B. Pledge of Allegiance
  - C. Roll Call
  - D. Agenda Modifications
2. Approval of Minutes from September 26, 2017 Park, Recreation and Culture Board Meeting.
3. Bike/Walk Trail Sign Redesign
4. Isanti Rocks Program
5. Parks Updates
6. Adjournment

**CITY OF ISANTI  
PARKS, RECREATION, AND CULTURE BOARD  
MEETING MINUTES  
September 26, 2017  
City Council Chambers**

**1. Meeting Opening.**

**A. Call to Order.**

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

**B. Pledge of Allegiance.**

Everyone stood for the Pledge of Allegiance.

**C. Roll Call.**

**Members Present:** Jennifer Garvey, Jeff Johnson, and Mayor Wimmer  
**Members Absent:** James Witte, Aaron Zdon  
**Staff Present:** Katie Everett, Community Events and Parks Coordinator

**D. Oath of Office for new Parks, Recreation, and Culture Board Member**

Jeff Johnson read the Oath of Office as written.

**E. Agenda Modifications.**

Garvey asked if there were any agenda modifications. There were none.

Motion by Wimmer, second by Johnson to approve the September 26, 2017 Parks, Recreation, and Culture Board Agenda. Motion was unanimously approved.

**2. Approval of Minutes from June 27, 2017 Parks, Recreation and Culture Board Meeting.**

Motion by Wimmer. Second by Johnson. Vote was unanimously approved.

**3. Bike/Walk Trail Sign Redesign**

Everett explained that PRC has examined the sign at the end of the trail and all decided that the 5,000 word sign is not effective. Everett printed out the pictures of what Cambridge has at their end of the trail, and she drove by and it does still look like this. She stated that after the packet went out, the Bike/Walk Committee has talked about posting the rules in the past. It's not strictly written in the agreement that both have signed that this sign needs to be posted so she asked for Mayor Wimmer's input. Wimmer stated that the trail is a little bit different, it is not under the jurisdiction of the City of Isanti or of Cambridge, it's the joint powers. The Park Board doesn't really have jurisdiction over that; basically what we're trying to have is our park board and their park board trying to decide how to make the trail better. The issue that we run into with rules, and they run into it a little bit more than we do. There is a 60-40 split he believes because 301<sup>st</sup> is where the eventual demarcation line for Cambridge and Isanti. Whatever is north of that is their responsibility and what's south of that is ours. For our newest member, we pay for 40% of the cost of the bog walk and they pay for 60% of that, and we in essence pay for the part of the trail that will eventually fully within the City of Isanti and they pay for what will fully be in Cambridge. Almost of it right now is in Isanti Township; he stated he believes they pay \$500 a year. Everett stated she believes it's \$1,000. Wimmer stated he thought we were paying about \$7,000 or \$8,000 per year; Everett said she'd have to look it up to know for sure. Wimmer stated that either way, the majority of it will be in Cambridge so they pay that majority of that annual cost. Wimmer stated that what Cambridge is running into, and you can see it in the picture, is to the right of that line is private access because there is a home back there, and the rest is the trail. What we're trying to do is have people respect the fact that we have the trail, it's an easement to the joint powers, but it was all of these property owners in essence selling us

that easement and making sure we're good neighbors to them. The biggest concern they had was that people might not be behaving themselves on the trail. It has gone remarkably well, there have been just a couple things over the years that have ever been any kind of an issue. In the discussions, and we meet per the joint powers agreement with Mayor Palmer in January and go over things, the township is also there as well, and we wanted to make sure is that people know the rules of the trail as they're getting on to it. He didn't want to say that was a request from the township, but it was one of the concerns to just make sure everyone knows what it's about. Wimmer asked Everett to confirm that she was at the last meeting; she said that she was and both agreed that it was a very brief meeting. Everett informed the board that staff are planning to meet with Cambridge, because they do the work to maintain the trail, this fall. Because the committee meets in January, we want to get an idea of any issues before it snows. There are some places where roots are coming up through the pavement again, so it will be helpful to see those things before the meeting.

Garvey stated that looking at the picture, Cambridge has three signs on the left. She asked if the third sign was the rules. Everett said that it is and it matches exactly what we have. Garvey asked if Cambridge or the committee has had any discussion about taking that one down and redoing it. Wimmer stated he didn't think so, but he thinks they seem to be happy with their signs. Everett said she hasn't heard anything from them about it either. Wimmer stated he does agree that nobody is going to look at a sign with so much on it, and we've tried to do that with some of our signs to just have the big overall things on there. He is not sure if we need to do a sign like that or if we can do a sign with just the major rules. Johnson stated that he was out on Sunday to look at it and it's ridiculous; he didn't know who would stand there and read 19 rules, but he did. He said he does like the draft sign if it would be in a little more detail. He stated Cambridge's second sign is more detailed. Wimmer stated that the issue they have is that the trail on their end doesn't go to anything, so they're trying to show that if you go across this road and along this other road, you'll get to a Cambridge trail. They're trying accomplish with that is to show it does tie into a bigger trail system within their city, but the end is still in the township. That's why they have the more detailed sign. Johnson said that this one shows Bluebird Park, but it's kind of vague as far as parking; there's more parking than that. He said the four rules that are on the sign are the most important rules. Everett stated that those were examples and that's why she included the list of rules to see if there was something else they thought should be included. Wimmer stated he likes the visual of it. Everett stated that when we go to get the sign made, the people who do that will have more image rights so they can get symbols that look better too. Everett stated that we'll also make sure this matches the style of the signs that are already out. She asked Wimmer if for now we would put up a sign like this and keep the other sign up and then talk to the bike/walk committee. He states yes, and one thing we can talk about is not having that as a requirement. He's not sure where that will go or not go, he doesn't recall why it was in there necessarily. Since the trail has gone very well, maybe the township would also be okay with it. Anytime you get this specific with what kind of sign it gets cumbersome, especially as time moves forward. Garvey stated that she can see where on the Cambridge end with where the easement is, it's more pertinent than it is on our end where it is. Everett stated that by this time of year, once we order these it will make more sense to put the sign out in the spring so it's not out all winter when people aren't using the trail. In that time, we'll have met with the bike/walk committee to get an idea if both of those signs have to be up or if we can just post the one. The money budgeted for the signs is in 2017, so it's best to order this year.

Everett asked what changes they would like to see to the sign before it's made. Wimmer stated that the demarcation line is wrong; Everett stated that is where Beacon has it and asked if that's wrong. Wimmer stated that it is wrong. On the sign it's on 299<sup>th</sup>, but it should be on 301<sup>st</sup>. Everett asked if there are other landmarks that would be useful to put on the map. Wimmer stated that he didn't know if the board thought it would get too crowded or not, but to show where the bog walk is, and if it would be beneficial to have something that shows the topography. That's one of the beautiful things about the trail is that there's a bog walk, there are pine trees here, there are a lot of different things you go through in 3 miles. If we could somehow show that. Garvey stated that it's a nature walk, so if we could notate that more

somehow. She stated that it shows 3 miles, but it might also be useful to have the other mile marker points shown too. She stated that she would add "For a complete list of rules, visit the City of Isanti website." Wimmer agreed. Garvey stated that way people know there are more rules and we have the back up. Everett stated that part of the reason it is so simple is that signs get exponentially more expensive the more colors you add to them, so that's why there are patterns in there but we can work with that and maybe still include some of those things. Wimmer stated that for people who haven't been on there before, he gets that comment a lot that it's neat how many different things you go through. Johnson said that he would agree, and he is also a visual person. They walked some of it and drove the majority, but if there were more detail in that sign it would be phenomenal for the first comer. He stated that those are the most important rules out of the 19 that he could think of. Everett stated that those are kind of the most common issues we have on the trail.

Everett stated Public Works spends a lot of time cleaning up that corner because at this point, the community dogs have decided that's their favorite place. She said that signs don't do a whole lot for people that aren't going to pick things up anyway, but the next page in the packet shows a sign that we can get a \$28 sign to encourage people to pick up their pet waste because it spreads disease. Johnson said that he was thinking of doing the three signs; one at the city line, one at the beginning, and one in the middle. He understands that Everett is saying the one spot is where the dog waste is being dumped and asked if there's a garbage can there. Everett stated that there's not, and at this point we have a contract that doesn't include one in that, so until that contract is up we might not be able to get more. Wimmer stated that depending on how far out we put it, it will become a target as well. It's one of those things, like you lock your car to keep the honest people out. He would be a little apprehensive about putting a can out that far. The thing we need to do is to talk to the Police Chief because we're getting another bike patrol bike, so we'll now have a couple, so we can have the officers go up there. We can ask them to also talk with Cambridge PD to every once in a while just do the random, joint back and forth. Garvey asked if we have at Bluebird or any of the other parks pet pick up signs. Everett said we don't at this point. Garvey said she's guessing then that we don't have the bag disposal things anywhere. Wimmer stated that we have talked about doing that, maybe even within the last year. Everett stated that they're not terribly expensive, but the challenge again is getting people to use them, and then we also have a garbage sitting full of dog bags in the sun for a week. Johnson said that the signs would be a good idea; that way if the bike patrol was going by and saw someone's dog defecated they'd be able to say something about it. Garvey asked if there was a way to incorporate this with the new sign so we don't have to add a whole separate sign. Right now the sign shows leashing, but it seems like there might be space to add picking up after your pet. That way we don't have to add another whole sign, so that in the future we don't say we have the pet sign so now we need to add this, whatever could be the case in five years. Wimmer asked Johnson to clarify that he was suggesting getting this one in a couple spots. He confirmed that the memo stated that we can get one sign for \$28 or \$26 for three plus, so why not just get 3. Put one at the city line, one right at 3<sup>rd</sup> and Isanti Parkway, and one in the middle, so you're not double but even triple reminding them. Wimmer stated that he doesn't have a strong opinion either way, in his experience people who are going to take care of things will take care of it, and those who won't, won't anyway. It's good to remind them, and as we discussed with having the bags, if we do that we have to have a can available because it's only the most dedicated pet owner that is going to then carry that bag with them for the next 3 miles. Garvey asked if the garbage at the soccer complex is done by us or by them. Everett stated that is done by them. Garvey said that if it's just soccer maintaining that, that won't work.

Garvey asked if Everett would bring this back for the October meeting. Everett stated she will. Garvey clarified that since we don't meet in December we'll have to have it finalized by November; Everett confirmed. Wimmer stated that none of these will be going up until next April anyway.

#### **4. Legacy Table Repair**

Everett stated this is another continued discussion. She spoke with the Public Services Director, and they decided that because the boards depend on the location on the table and there's not any volume discount

on them, we're recommending that at this point we just get enough to replace what we need to. In the future we can get the ones we need, and at \$66 each they will fit in a future budget as well, hopefully. Everett stated that we didn't find any tables in other parks that can't be repaired. We met with the Rotary and they are considering donating. Wimmer stated that we were saying 3 more, and they thought maybe more than that. The thing we're looking at with those Rotary tables is that they'd be handicap accessible so there's the one end without benches. It's nice to have those tables. They made it sound like, yes this is a slam dunk. The regional rotary then matches them; but we haven't heard anything from the yet but they've donated other things over the years as well.

Everett stated that at this point, it's hard for us to anticipate how long these repainted tables are going to last us, but for now they don't immediately need to be replaced. It doesn't look like there's a big priority for any of them to be replaced this year. We should be able to use the money for the tables to get the replacement slats at Legacy. Johnson asked if it was cheaper to replace the slats than the whole table. Everett stated it is, and one table is about \$1000. Everett stated that these things are all expensive. Wimmer stated that to give Johnson an idea, to do a normal play park you're looking at \$70,000-\$80,000 just for equipment, not installed. We did Legacy for about \$120,000 with everything. That's why we are trying to do more of the passive parks, where you have trails, and people can just kind of be in that space. It's a lot more cost effective, and then the maintenance and replacement is a lot less expensive.

#### **5. Academy Park Update**

Everett stated that she drove by yesterday and the equipment is sitting in crates in the parking lot. It looks like the area where the equipment is going has water in it right now so they might be waiting for it to dry out before they can do anything. It is Harlan with GameTime that will be installing that. Everett has gotten all of the manuals so we know what all of that equipment is and we'll be able to get part numbers and all of that as we need to replace it. Hopefully that goes up within the next couple of weeks. Wimmer said to get Johnson up to speed on this one, was that they wanted to expand their capacity for students in that building and originally it was a commercial building that they were renting so it was still producing property taxes. Then it was bought by a non-profit that basically holds properties for charter schools, and so it has disappeared off the tax rolls, which is a significant dollar amount. Then they were looking to build the middle school, which they're building now. And they wanted to do some park things and they had that extra space. So what we worked out with them, through probably close to a year of negotiating back and forth, was that we would allow them to increase their school size and change their conditional use permit. We were looking to have a neighborhood park over there, which would have been north of Cajima, kind of in that same area where the middle school is going to, so we flipped that to this which will be that neighborhood park with trails and sidewalks. It's part of kind of a larger concept. It will be deeded over to us. They will have exclusive use of it during school hours, after that it's open to the public. There will be tennis courts and an open area; they had some kind of thought of a soccer field but it's not that big of space. There's a track that goes around that, and it will connect to a future city trail that will go around that whole wetland area over there. The goal is that as that commercial area gets built out it will tie to the residential on the other side of 8<sup>th</sup>, that people during the day can use the walking trail on their lunch or whatever. Then we'll also have exercise type play equipment, so there will be an outside stationary bike. It's a little bit of a newer concept for us, but we think it will be a good idea. Then that area that was going to be a future park area then will be a tax-producing parcel. So in essence, we're trading where the park would have been for this. They get to meet what they need, we get a park in that area that meets our needs, they're paying for it all to build it and we'll take it and we'll have to replace it and maintain it over time. In essence, we get a nice new built park for free to the City, and we get to flip an area that wasn't going to be producing taxes to one that is.

Everett that we'll also be getting signage that matches our other parks out there. It is called Academy Park according to the agreement that was passed through Council. We will post a sign that shows people that during school days, she believes between 7:30 and 4:30 that the playground and soccer field are reserved for the school. So if anybody comes over during the day, they'll know that the school has priority for

those. Outside of those hours it's an open public park. That sign will be posted somewhere visible so people will understand what's going on without having to know the story. She explained that the picture attached to the memo didn't copy the best, but it shows what the equipment is. She got an updated layout recently; they might have discovered they didn't have enough fall zone around something maybe, so it's going to be shifted around a little bit. It looks like it should be a fun little park. That side of 65 doesn't really have a place for people to be outside.

#### **6. Isanti Indoor Arena Steel Repair**

Everett stated that this is really just a memo. We had issues with one of the lights under the awning at the entrance filling with water. Long story short, we ended up having to cut that light out and put it on the outside because no one could figure out where the water was coming from. Then we discovered trying to patch that hole was very difficult because it was special order white. Right now, it's patched with something that looks pretty good. If the board decides that it's very important to replace that with the special order white, we can do that. Johnson explained that he went out twice because he was so confused, and decided that it's a poor building design. He didn't understand how water would get in there with a steel roof and steel ceiling. Wimmer stated that we had a previous issue with water, but it actually ended up being condensation because it's such a large facility, and then making sure there's a proper requirement that they run the air flow system. It's a large enough building that it has its own atmosphere. Everett confirm that it does, and the dirt floor adds another element to that too. It's a fairly new building, so we're still learning how to operate it the best that we can. This was just so you all know that if in the future there are any issues, the steel is really expensive. Johnson said he doesn't think it's that important and it doesn't look that noticeable to him. He wouldn't spend \$100 on a 3x3 sheet. Everett explained that she was kind of hoping she could talk about this when Zdon was there because he's in the construction field and he might know otherwise, but this is the information she's been given by the person who built the building. She has called Menards and confirmed it's a thing they don't sell. For right, we'll keep it as is and know that in the future regular white steel is maybe okay.

#### **7. Parks Updates**

Everett said that going all the way back to August, Celebrate Isanti was a great event. We had more run/walk finishers by almost double than we did last year. Wimmer stated that he wanted to state again that Everett did a phenomenal job with that. It was originally supposed to be the Two Cities, One Community event, and we got twice the participation when it was only one city. He stated Everett did a phenomenal job, it was a really crazy day having all that extra and everything was changed around, so it was really cool to see how it all came together. Everett stated that the car show did really well that day too. They are thinking about the future and how to expand that and fit more cars, and how they can continue to draw people in. We are looking forward to the future of car shows. Jonah and the Whales is always great. They like coming here, they're super easy to work with, and people like coming to their shows. All of our food vendors have been consistent over the last few years, and they want to keep coming back. We had a couple of new people this year, and as they're available they might come back. A lot of people in this region have consistent things they do every year, so getting new people that are able to come to all three street dances is hard. But it's an easy thing for them to set up and know that there will be customers right there. Wimmer added that with our consistent 80 and sunny weather, it was phenomenal. Everett stated that this year we had no problems in the forecasts this year, it was a complete flip around from the year before. Everett stated that we are starting to see the end of the life of our stage. In the next few years we'll have to look into options for that. Wimmer explained that it is a rebuilt stage that didn't have life in it to begin with. Everett stated that we repair it as needed and it's serving it's purpose. She stated that, just for fun, she went online and found one of those semi trailers that opens up into a stage and it's cover. She was quoted over \$100,000 for that, so maybe that's not what our future is. There are options though, so we'll be looking at those and how to make this stage last another year.

Everett stated that the next item is the scavenger hunt. Staff had so much fun watching the kids bring the passports back in. The ladies up front always asked people if they had been to parks they hadn't been to

before, and everybody had. People would come in and share them with their friends, and they'd go out and do them. It did exactly what it was supposed to do. She did send out the survey for it. We got amazing answers from people. The only critiques were that people want more prizes. Wimmer added, or split up the grand prize; however at first when we were setting it up we didn't know if we'd have enough to make it a grand prize. We ended up with enough that people wondered if we couldn't split that out. He stated that every kid that turned one in did get a Frisbee or a water bottle. Everett confirmed that everyone did get a prize. There were a couple of people that said they didn't hear the announcements happening; and since she was there Everett isn't sure how that is possible if they were actually there on time. Everett stated that it's not a big deal because the first name we drew was a kid who was there, so it's not like we drew their names and they missed it. But, it is something that we can take into next year. We can make sure we make it a bigger deal so everyone is very aware that it's about to happen. Now that we know that people will do it too – WillowBridge was excited to get involved, and they don't necessarily have anything to do with parks – but there might be other businesses in town that want to get involved, and then maybe we can have more prizes in the future. Johnson said that he likes all of the spots and questions. Everett stated that this year, because we didn't know the construction plan for Palomino, VFW isn't on there, so there are things we can update next year too. Johnson asked if we can put it in the Isanti newspaper. Wimmer asked if he meant the Isantian, and he said yes. Johnson asked if it was in there; Wimmer stated that it wasn't. He explained that this was a germination of a request from a Council member to do a Christmas Bentlyville thing like they do in Duluth with a scavenger hunt, to what can we actually do, and this is what was born out of that. Again, this hits that great spot of getting people out to our parks who hadn't done it before and know what we have, and making it fun and enjoyable for them. And we did it with as little cost and effort as possible. So, with all of that, the timing didn't work for getting it into the issue of the Isantian. Everett stated that there will always be an extra cost when we insert something into the Isantian, and it costs more than you might expect. It is something we can think about including in the budget for this. Johnson said he thought it would get more people involved. Johnson said everyone did a great job, and as a new resident he'd like to do more that. Everett stated that with this one, we really can have an unlimited number of people participate with the same amount of effort from us. As many people as want to, can go online and print that off and it doesn't cost us anything. Wimmer stated that is really the genius behind this, as someone being conscious of where their tax money is going, we want to do as much as we can with as little dollars as we have to do it with. When you start adding things in, like going into the Isantian, you might be talking about hundreds of dollars more just for that operation. Johnson asked if we put an article in there. Everett said that we do. Johnson stated that article then could just state to go online and print it out. Everett stated that the biggest part of the budget for this program was advertising. There were some newspaper ads that went out, and she put a sign in each park telling people it was happening and where they could get a passport. Marketing, with most events, is the biggest cost.

Everett explained that the community garden is going well. There is a meeting next Wednesday with the gardeners. She said she has been bringing watermelon over to the senior diners and they are head over heels; they've gotten a lot of stuff this year. Wimmer stated that we have gotten a letter from Catholic Charities that runs Senior Dining in Isanti, they're very grateful as well. He said that the garden again has been phenomenal. Johnson asked where the garden is; Everett said it is at River Bluff Preserve and the address is 1111 Rum River Drive S. Wimmer stated that if Johnson hasn't been to that park, it's 38 acres and has a trail and fishing dock. Everett explained there are maps right at the parking lot, and the community garden gate is locked but if he wants to get in she can get him the code.

Everett said that movie nights are starting up. There are two volunteer groups and she's expecting a couple of the regular groups to still sign up as well. Wimmer asked her to explain how they work for Johnson. Everett stated that movie nights are free for the public to attend and there are affordable concessions. Youth groups can volunteer to run those concessions and then they get the profit from that night. We make sure we make back the cost to get the supplies, but the extras from the concessions go to the groups that volunteer. The groups basically just run that and clean up at the end, but kind of their

biggest job is to tell everyone they know to come so there are more people there buying concessions. Just like any other fundraiser you would do for a group, you want to get lots and lots of people there. Johnson clarified that it is in the Isanti Community Center. Everett stated that Heavenly Sunshine Preschool is our record holder, they've had more than 100 people come. Typically movie nights are closer to 30 or 40 people, but as these groups continue to come back they catch on that they need to tell people and they grow too. There was a question about whether or not movie nights are run outside or not. Everett explained that they're not right now because we run them over the cold season, but all of the equipment is outdoor theater equipment so maybe someday that could happen. Wimmer stated that if you look at Bluebird Park, that bowl in the open area was designed that way for an amphitheater to be put in there and have music nights, movie night, that type of thing. When we were ready to kind of launch with that, the Council decided they didn't want to go forward with it, and that's when we did Legacy Park. It would be very nice, but it's just where you put your money. Everett stated that we have the equipment to have movies outside, and it's something a lot of communities are doing outdoors right now. It's something to be considered. Wimmer stated that it's money and time and hours. Johnson said that he knows Maple Grove did it and it's huge in that city. They do it outside in the summer and move it indoors in the winter.

Everett said there's an exciting project happening at River Bluff Preserve. Staff worked with Isanti Soil and Water Conservation District and with the Anoka office, and those offices worked to get some grant funding. What they'll be doing is take cedar trees and cut them down, and basically use big cedar logs with the branches attached and they fasten them to the bank of the river. While those are there, they're slowing down the water so the erosion stops, and they also collect sediment so they build the bank back up. They'll also be planting willow stakes in there so that willow trees will grow in that sediment that's collecting, and once the cedar trees are gone, the willow trees will stabilize the bank into the future. The main area they'll be focusing on is an area about half way between the dock and Martin's Landing where there is a really steep spot where we have some bollards to keep people from falling into the river, and the bollards are about to fall out. They'll work on that first, and then as their time allows this year, they'll work on a section that's right at the bottom of the stairs. The river is undercutting a long section there, so they'll do what they can. It sounds like Soil and Water might have some money leftover so potentially we could reapply and get the rest of that done next year. Wimmer stated that the main area they're working on is an area where ATVs used to go, which they weren't supposed to do, but it was causing so much erosion big chunks were sluffing off into the river. When you go out there you'll see where all the bollards are, there used to be ground there 15 feet further over, but it was just constantly being eroded from all the ATV traffic. Everett added that since we put up the bollards we really haven't seen any ATV traffic back there. It looks like it's working really well, so as much as we can, we want to keep that place the way that it is. Additionally, she stated that we only have to pay 10% of the project. Soil and Water even approached us about the project so it wasn't that much work for us. Tiffany up there does great work finding grants.

The last item is the farmers market. Everett stated that the last market is this week. She will be meeting with the vendors after the market to get their ideas about what we can do for next year and their feedback about how it went this year. In just talking with them throughout the season, it's been overwhelmingly positive to move. We've had new vendors come and try it and stay. Our customers have been happy; we've had new people who didn't know we had a farmers market. Somehow, we do get some people who did know we have a farmers market and they show up very flustered because they can't find us. There is a sign posted at the old site telling people we have moved. One vendor shared with her that they go to the Elk River market on Thursdays and they've been doing as well here as there this year. Wimmer explained that the market used to be downtown because we were trying to help draw attention to the downtown. We did that for a number of years, and the businesses downtown just really did not embrace it or participate, or do anything with it. At a certain point, we had to decide that our vendors are great, but this is not an ideal spot for them from a traffic standpoint. If the downtown businesses aren't going to embrace it, let's put it someplace where we can maximize it as a resource for the whole community. Johnson said he'll have to check it out this week. Everett explained there's a pretty good variety of things from produce,

frozen meat, baked goods, a selling mushroom kits, and more. She stated that if you sign up for the newsletter it goes out every Thursday and lists what will be available that week; you can do that at the website.

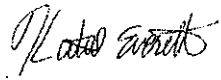
**8. Adjournment**

Motion by Wimmer, second by Johnson to adjourn the September 26, 2017 meeting of the Parks, Recreation, and Culture Board. Motion was approved.

The meeting adjourned at 6:56 p.m.

Dated at Isanti, Minnesota this 26<sup>th</sup> day of September, 2017.

Respectfully submitted,



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Katie Everett  
Community Events and Parks Coordinator



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** October 24, 2017

**Subject:** Bike/Walk Trail Sign Redesign

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### **Background**

At its September 26, 2017 meeting, the Parks, Recreation, and Culture Board discussed the design of a new sign for the Cambridge-Isanti Bike Walk Trail. The board made suggestions for changes to the sign, and staff has prepared a new draft.

The funds for this sign are budgeted in 2017, so the final design will need to be approved by the November 28, 2017 meeting.

### **Attachments**

- Sign design draft

# CAMBRIDGE-ISANTI BIKE/WALK TRAIL



## TRAIL RULES



**WINTER USE  
GATED PORTION OPEN  
ONLY TO HIKING,  
SNOWSHOEING, AND  
SKIING**

**COMPLETE RULES AT  
[CITYOFISANTI.US](http://CITYOFISANTI.US)**





## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** October 24, 2017

**Subject:** Isanti Rocks Program

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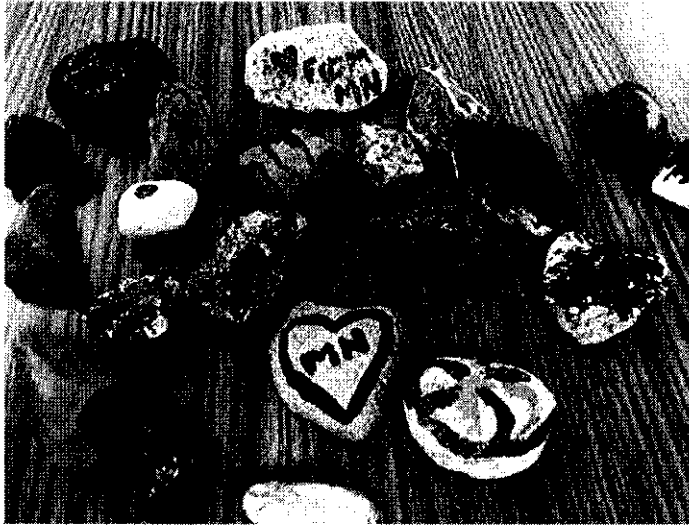
### Background

The City of Isanti has been approached by a family interested in started an “Isanti Rocks” program. The program would be an on-going community activity; anyone would be welcome to decorate and hide rocks in Isanti, and when the rocks are found, people would be encouraged to post to the Isanti Rocks (or similar) Facebook page. The purpose of the activity would be to cultivate some community engagement. Other cities have similar programs. A program proposal from the Isanti resident is attached.

Staff are asking the PRC Board to discuss the program and determine what, if any, involvement Isanti Parks should have in starting this program.

### Attachments

- Program Proposal



# Isanti Rocks

What it is:

The idea is to decorate rocks found in nature and hide them in various locations around town to brighten someone's day. You can use paint, chalk, crayons, sharpies, or whatever-as long as it has a coat of sealer over it to help preserve the art. On the back of your masterpiece write in Sharpie "keep or Re-Hide me." Post a picture to the Facebook Page "Isanti Rocks." If you find a piece of art that you can't bear to part with, then feel free to keep it. I was inspired while visiting family in Dyersville, Iowa. They have their own Dyersville Rocks facebook page.

This is meant to be fun for everyone of all ages and abilities. Get creative and get outside. Remember to be respectful of private property and businesses. Do not hide rocks inside any businesses. Do not take rocks from private garden beds. Painting rocks is a great activity for day cares, teachers, parents, grandparents, artists and non-artist both young and old. It is just for fun!

\*Please be respectful and don't hide in places where someone could trip over a rock and run it over with a lawn mower.

\*Please keep this positive, this is meant to be fun.

\*Rocks reflect the opinions and attitudes of the individual artists. We cannot be held responsible for people being offended...Or anything else for that matter.

\*Please keep in mind our Minnesota weather and how your art will be affected by it.



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board  
**From:** Katie Everett, Community Events and Parks Coordinator  
**Date:** October 24, 2017  
**Subject:** Parks Updates

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### **Background**

Free Movie Night season will kick off on October 20 with Moana. The Girl Scouts are volunteering. Staff will give an update on attendance. There are still movie nights open for volunteer groups.

Academy Park is nearly finished. Staff are working to make sure that the park is fully in compliance with City Code and the agreements, and then the title to the property will be officially conveyed. A grand opening event is also being planned to showcase the park.

Staff is beginning to set dates for 2018 summer events and will give updates on those as they are finalized.



## PARK, RECREATION & CULTURE BOARD AGENDA

**Council Chambers**

**Tuesday, November 28, 2017**

**6:00 p.m.**

1. Meeting Opening
  - A. Call to Order
  - B. Pledge of Allegiance
  - C. Roll Call
  - D. Agenda Modifications
2. Approval of Minutes from October 24, 2017 Park, Recreation and Culture Board Meeting.
3. Park Signs
4. River Bluff Preserve Erosion Control Project Update
5. 2017 Project Review
6. Parks Updates
7. Adjournment

**CITY OF ISANTI  
PARKS, RECREATION, AND CULTURE BOARD  
MEETING MINUTES  
October 24, 2017  
City Council Chambers**

**1. Meeting Opening.**

**A. Call to Order.**

Garvey called the meeting to order at 6:00 p.m.

**B. Pledge of Allegiance.**

Everyone stood for the Pledge of Allegiance.

**C. Roll Call.**

**Members Present:** Jennifer Garvey, Jeff Johnson, James Witte, and Mayor Wimmer

**Members Absent:** Aaron Zdon

**Staff Present:** Katie Everett, Community Events and Parks Coordinator

**D. Agenda Modifications.**

Garvey asked if there were any agenda modifications. There were none.

Motion by Wimmer, second by Witte to approve the October 24, 2017 Parks, Recreation, and Culture Board Agenda. Motion was unanimously approved.

**2. Approval of Minutes from September 26, 2017 Parks, Recreation and Culture Board Meeting.**

Motion by Wimmer. Second by Witte. Vote was unanimously approved.

**3. Bike/Walk Trail Sign Redesign**

Everett explained that we have ordered the small clean up after your dog signs; she wasn't sure if Public Works had gotten a chance to put them up yet. She ordered three, one would be placed right at that corner and the others possibly at the entrances to Bluebird Park because we see a lot of dogs in and out of there. Public Works has been very busy doing fall shut down things. Johnson said he just drove by and they aren't up yet. Everett explained they will get to them soon.

Everett directed their attention to the color attachment of the sign draft. She explained that without adding lots of colors and making this a very expensive sign, she added in some of the types of things you would go through on the trail. The icons can be anything, so if something else would make more sense to the board those can be changed out, or if there is something on the trail we should be highlighting that isn't on the sign we can add those kinds of things too. Using different kinds of patterns with the blue, green, and white outlines kind of helps out. She noticed that the print out came through wrong; the parking lots have a has pattern in them and Bluebird Park has stripes. Johnson asked if the road was where Mayor Wimmer said it should be; he confirmed that it is. Everett asked if there were other things they hoped to have on there. Garvey stated that the only other thing they talked about was having mile markers, and they don't necessarily need to be numbered 1 and 2, but just the mile marker type of thing so people have another distance. Garvey stated that otherwise she likes the additions that are included. Witte asked if there was an icon for cleaning up after pets, and if this icon was just stating that it's more of a pet-friendly park. Everett explained that this icon is leashing pets and there's an icon for everything. What we talked about last time were the little signs we ordered that say dog waste spreads disease, those will go up separately and will hopefully draw more attention to that issue. Johnson showed Witte the secondary sign from last meeting.

Everett stated that she had just taken the side-by-side up the trail yesterday, and it looks like we must have a bunch of coyotes around based on the feces on the trail. Mayor Wimmer stated that there was recently a story in Garvey's neighborhood that someone thought their dog was fighting with another dog and someone else told them there were coyotes in the area. Wimmer stated we have a lot of nature here. Johnson stated he watched a deer walk right down Main Street this week, and that's why he lives in Isanti.

Everett stated that if there were no other comments on the sign, she would add mile markers and bring it back in November and then get it ordered by the end of the year.

#### **4. Isanti Rocks Program**

Everett stated that there already has been a development on this. In August, we had a family come in that had been on vacation and they saw another city that did a rock program. The board may have seen these in other communities; people literally just paint pebbles. They put whatever they want on them and then they hide them. Wimmer stated that this would be done in an appropriate way. Everett stated that when people find them, they're encouraged to post a picture to a designated Facebook page and then rehide them. If the kids really love the rocks, they can keep them too. Probably on the Facebook page then would be an appropriate place to post the rules and objectives of the program. We wouldn't want people hiding them on private property, or big rocks in the middle of grass; and keeping them to community-appropriate kinds of things painted on them. Everett explained that she just got an email from this family today, and she is interested in seeing this happen and will help with getting rocks painted, but she is a little worried about the administration of a public Facebook page. However, yesterday Everett got a call from someone at the school district who works with the Moving Forward program, which is for special needs students who have graduated but they aren't in careers yet, so they're in that 18-21 age group. It sounds like they have a lot of artists in the group right now, and so she was independently wondering if they could do something like this. She is looking to do this district-wide. She has already talked to County Parks and Cambridge about doing it in their parks too. She is totally willing to do the Facebook page and get that out there. She is hoping that they could launch it to raise attention for their program, but then open it up for the whole community to participate in that.

Everett stated that there are kind of two things at play here. She said that our biggest concern is will we allow that in our parks and public spaces; and then, who will be monitoring that. Wimmer added, will it then be a third party who's doing it. If the City was going to do it as a Park and Rec program type thing, it would be headed up by Everett and all of that kind of stuff. When we met with that individual, it did seem like she was kind of in the mindset of, "Hey, this is cool," but wanting to hand it off to somebody. It was nice to get that kind of an idea, but we have lots of things going on. The way Wimmer would look at it, and Council would need to discuss it as well, if a third party wants to do something like this – great. They would need to be told it needs to be in these certain areas, it can't be on private property, that kind of thing. The best thing for them to do would be to get local businesses involved and do some hiding there as well. Either we're going to let them do their thing and let them go (which would be Wimmer's preference), or we head it up because we're going to have a lot of other strictures of how we're going to handle that. It's neat to hear that the person from the school district program is looking to do with it – he says let them run with it.

Everett asked if there are specific things that the board would like to pass on as the rules, or things we should make sure we're in front of. Wimmer stated that the thing with hiding rocks is that you want to put them with other rocks; that sounds kind of obvious, but we don't have a whole lot of places that are City property that have that, and the few places we do like at Legacy with those big rocks, we don't want them doing it there because they're not supposed to be on there in the first place. Partnering with the clinic would be great because they have all of the rock; any of the places with landscaping around might be a good place to go. Just thinking City property especially, there just isn't a lot that is that way. Garvey stated that she would direct that back to City staff as to where they think, and they are more the experts on

the liability types of issues because they'll be out mowing and maintain things. They understand where rocks should be and where rocks should not be. Everett asked if the board thought it would be okay if someone wanted to hide a rock in a hollow log or something out at Legacy; they are not in landscaping, but they're still hiding them. Wimmer said they can, but we can't have people in certain areas there. On the top at Legacy is where we have the Native American artifacts, so we're aren't supposed to have anyone walking through there. Everett clarified that it could be along right on trails; Wimmer agreed, or right by the trails. That might be kind of boring, but it gets them to go to the park. Everett stated that even so, if there are only a couple back there people will still be looking for a while to find them. Wimmer stated that as long as they understand where they can and can't go. Even at River Bluff park, we want to try to get people to stay on the trails there too.

Witte asked if this would be a year-round activity. Everett explained that it would. The person from the school district was looking this fall to get the permissions to do it, then over the winter work on painting rocks, and then do a big launch kind of thing in the spring. It wouldn't be something that every winter they go out and collect them or anything. Johnson asked if we're going to end up with random rocks laying all over the place. Wimmer explained that the way something like this is successful is if people know about it. They'll have to think about how they want to notify the public that they're doing it; which again, the best way to do that is to get one of the papers to cover it as a cool human interest story, but then again you only get about 10-15% of people that will see it. It'll be one of those things that year after year will grow. You get people to see it and they'll post it somewhere asking people what this is about. A program like this probably doesn't really get there until the third year in. Wimmer stated that he's seen dozens of things in this kind of realm, and people usual peter out after the first year because it's a disappointing first year. They see it someplace after it's been going on a decade or two, and then they think it should happen that way right away again. It's kind of like when we did the community garden; Wimmer told Council that in three years we'll get full. It takes a while for people to get these things into their psyche. As long as they understand that and there are realistic expectations.

Everett stated that she wasn't sure how feasible it was, but the proposal of the plan that we got did talk about having somewhere on the rock somehow explaining what is going on. That would depend on what rock it is; you could maybe put post on Facebook or something on it so maybe that triggers something. You don't have a whole lot of space to communicate with people. Wimmer stated he has seen one community in Washington that had more of a slate-like thing and they had sticker that adhered to that. It wasn't a rock surface though; he didn't know how that would work. The rocks are not that big.

Everett stated that she was on board with letting someone else take this and run with it; and if it helps the Moving Forward program too, that is great. The person from the school district seems like she has it put together and is ready to go with it. Wimmer stated it's kind of like movie nights – it depends on the group that is coming. The more successful nights are because the organization that's running the snacks communicates it out to everybody. It'll be up to this group to make it successful. Witte added that another thing to consider is how many rocks they're thinking; 10, 15, 20, starting out with 5. Everett stated she thinks it depends on how excited the community gets about it; if the program has all winter paint rocks it might be a lot. They're also going to go district wide, so they'll probably start with a whole bunch of rocks and then distribute them around the county. Wimmer stated that it really needs to be hundreds for it to matter. Putting 5 or 10 out, even just in Isanti, that's not very much to get people into it. Everett explained that the person from the school district said she has a 5-gallon bucket of rocks coming.

Everett asked if there is anything from this that needs to go to Council. Wimmer stated that I think what we would do is about a month before they're ready to start and they know it's going to be a thing to get a hold of us, and then we as a Park Board will discuss it. Maybe even have her come in and tell us how they're going to do it and we can have a conversation with her. The Park Board would then make a recommendation to Council, and that's another way for her to get free press. She could also come to the

Council and give a presentation and that would be a way to get in the paper for sure. Garvey agreed that having her come in would be a really good thing.

## **5. Parks Updates**

Everett explained that the first movie night was very successful. We had 54 people come. The Girl Scouts were volunteering. Everett did a quick crowd survey before she started the movie; she thought about one third of the people there were with the Girl Scouts and almost everyone else heard about it on Facebook. She did a \$15 Facebook ad, and that seemed to have really reached some people. She will plan to continue that. Many people who came to this one had never been to movie nights before, so hopefully they will continue to come back. We currently do not have a volunteer group for November. Johnson asked how many volunteers are needed. Everett stated that we typically asked for 3 adult volunteers, and then however many kids want to come are welcome to clean up popcorn afterwards. She stated that the Ambassadors just signed up for April, which is Beauty and the Beast. Heavenly Sunshine is coming back, and the New Hope family group is coming too. There are still a couple left to fill. The Girl Scouts will be getting \$60-some for coming, so that was a good start.

Everett explained that she sent the board an email with pictures, and it shows that Academy Park is complete. The engineers as of today, have checked everything off. Our zoning is good for everything they've put up. She talked with the City Attorney today, and it looks like the process to have the title switched over is longer than she hoped. We will get that done as fast as we can, but we now have to go back and work with a guy who is in D.C. to get all of the title papers and things. We'll do that as quickly as we can. Everett said we would like to do a grand opening event, at this point she is thinking it might be better done in the spring and maybe make it a little bigger deal, but we'll see how fast we can get everything through. We have signs coming for out there, but it looks like it's going to be at least two weeks before we can get all of the closing documents done. Wimmer asked who was involved with the paperwork and what the hang-up was. Everett said there isn't a hang up so far, she just didn't know before that this paperwork had to be done. Everett said she didn't want to do the grand opening and tell people they can start using it before we have all of that officially done. Johnson asked if she had seen it yet; she said that she has. Wimmer stated he has as well. Johnson said he just drove by it today and it looks really good. Everett agreed that it does. She added that there had been one place on the trail that looked like it wasn't going to drain very well, so she asked the engineers about it and now the trail has been redone there. Everything looks really good; we'll be getting the Academy Park sign and the sign that explains the hours out there.

Everett explained that summer events are already on her mind. We'll be getting the dates set. We're working on the community center calendar for next year and all of that kind of stuff is starting to happen as other events in town are getting planned. It's always good to get those out as soon as we can. For the most part, things will be kind of the same weekends as this year. We will officially set all of those soon.

Everett said that another question for the board that didn't make the memo was what we would like to do with ice this winter. She explained that we took down the rink boards after last year. We have the place for the pleasure rink. It sounds like last year was a challenge getting any good ice in there. The Public Services Director asked her to ask the Board for direction on ice this year. Wimmer asked what that means. Johnson asked if we even have an ice arena here. Wimmer explained that we have a pleasure rink, which we have a liner, and then that is just pleasure skating where you're not supposed to play hockey. He explained that what we took down last year were the boards for the ice arena, and the ice for that is always a lot more challenging because you get the reflection off the boards. We have had a couple of more mild winters. Long term, at some point, if there is going to be a hockey rink again would be in the grassy area over by the changing room. In our discussions before we talked about if it's possible to move the pleasure rink there. He asked Everett if there is a natural bowl where it's at now. Everett said that there is not. She explained that this is a two part thing. In moving the pleasure rink, we determined that there are no lights back there and winter is always dark. So, until we can get some money for lights, does

it make any sense to put it there? She explained that we don't have money for lights right now. Where it currently is, there is not a natural bowl. Public Works does a little bit of berming with some snow at this point. If we do want to keep it there, and can get permission to do some more dramatic berming, that would help get some ice in there. Wimmer stated that the other part was that it was supposed to be ice in winter and sand volleyball in summer; that was the original plan we've just never done the volleyball. The original plans also said that the open area across from the pine trees was supposed to be a little league baseball field. Obviously, things change. But it's supposed to be a dual-use spot; and this was before Wimmer was here, they were trying to make it a multi-seasonal, multi-use space in that park as possible. Everett explained that another consideration with moving it is that the closest hydrant is next to where the current pleasure rink is, so if we move it over we'll have to get water to that somehow. She thought the engineer said something like \$10,000 to get another hydrant over there. Wimmer stated that he doesn't skate, but what he's always heard is that the changing room is so far away. Everett says that it makes sense, and since we have it, it would be nice if it was usable. However, at this point, will anyone use a rink only during the day during the winter? Garvey stated that it would only be weekends because the kids are in school, and the holiday break is the only time they would utilize it. Wimmer asked if it was about two to two-and-a-half months of decent ice weather. Garvey stated that it's usually mid-December to President's Day. Most other cities are done President's Day. Wimmer stated that if the question is if we are going to have a pleasure rink, we will have one. If that's the only place it can be, that's the only place it can be. Garvey stated that the thing she would like to look at - and it maybe wouldn't be this fall, but if it's going to be more where we're not going to have a volleyball court there and that area is going to be used more just for pleasure rink -- is for the parks during the summer/spring to move that dirt around and to make more of a natural berm since that's the only thing that's going to be there. It would be easier then for them to create ice. Wimmer stated that even in our discussion about the hockey rink is how much space to we have dedicated to this. One of the things we liked about doing the wood board and putting it up each year is that it can get used the rest of the year. If we have something that is two to three months, then we have eight to nine months that it should be getting used for something else. That's why the berming and that kind of thing, it cuts back on the year round use. He thinks the reason that they planned for sand, is maybe that's something that could be molded better. If it's sand there, can you do something with the sand where you berm that up, and then you put your liner in and you do your rink that way. Garvey stated that sand isn't going to be the best, but she didn't realize we had a liner. Everett stated that she didn't know we had a liner either. Wimmer stated that we do, we bought one. Garvey explained that any other outdoor facility in any other city is just dirt. So she is saying that even just a small amount of dirt where you don't have a natural berm will help keep that water in. Sand, to her, will be more absorbent of the water, but once it's frozen it should be okay. If there's a liner, then that solves that issue already. Everett asked what the board thought about for this winter -- can we bring in something to do a temporary berm or no? Wimmer asked what "something in" means. Garvey asked if we had a rink last year. Everett said we did, and it was really hard to get ice in it. Wimmer says we have one every year, and that has nothing to do with a berm it has to do with temperature. Everett says that it does because there's not a bowl there. They had to somehow get the water to stay in place until it froze and it took a long time. Wimmer said he didn't agree with that. Garvey asked why it was just last year, that should be a recurring problem. Everett stated that she thought it has been a recurring problem. Wimmer stated that he's never been told we have this kind of problem so we obviously have a communication issue someplace. His understanding is that they put down a layer, it freezes, put down a layer, it freezes, put down a layer, it freezes. It is labor intensive thing, but if you have a bowl, I don't know how that changes a lot. The biggest thing we run into is that it's not cold enough to make ice, or the crazy thing that it gets so cold where you really can't make good ice either. He said this is the first he's heard that we've had really any issues with the pleasure rink. Everett stated that she is not the one that floods it, but she was told that the water was draining out one side of it and that makes it very hard to make a pleasure rink. Garvey said that what she understands a lot of departments will do is to create that berm with snow. So you have to wait for snow, but then you're still at Mother Nature's beckon call. Johnson asked when they usually start ice build up. Everett stated, when it gets cold. Garved added, usually mid-December. If you can get ice by mid-December, you're doing really, really good. Usually right around Christmas is when most municipal

and outdoor ice is able to be skateable. Johnson said he's not a skater, but he has family members who are and he thinks he could draw them out with an ice rink. He will get noseey come December and see how they're doing. Wimmer stated that last year was pretty warm until the last week of December or so. Cambridge has refrigerator rinks which are awesome, crazy expensive, but they're awesome. Then you're kind of guaranteed about three months. Garvey agreed that they were anticipated from November to March, but she hasn't heard when they're going to start.

Johnson said he was curious how the Farmers Market did now that it's all done and said. Everett said that it was very good. She met with the vendors and the end of the market and all of the returners from last year saw increases. One of them told her he had a 300% increase over last year; another is doing as well here as in Elk River. We had lots of customers who had never come to the market and didn't know we had one before. It was definitely a good move. She hasn't heard from any vendors that aren't coming back next year. Overall a very good season.

**8. Adjournment**

Motion by Wimmer, second by Johnson to adjourn the October 24, 2017 meeting of the Parks, Recreation, and Culture Board. Motion was approved.

The meeting adjourned at 6:37 p.m.

Dated at Isanti, Minnesota this 24<sup>th</sup> day of October, 2017.

Respectfully submitted,



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Katie Everett  
Community Events and Parks Coordinator



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** November 28, 2017

**Subject:** Park Signs

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### Background

A final draft of the Cambridge-Isanti Bike/Walk Trail sign design is attached for approval.

Staff have examined the budget for signs this year, and have determined that there are adequate funds to also replace the Legacy Park sign. There is currently a wood sign with a laminated paper map at the park. Public Works has needed to repair this sign several times and the paper map fades and needs to be replaced regularly. The board had discussed leaving the current sign until such a time that the sign is moved closer to the park (when the vacant land is developed); staff believe that this sign could be easily moved at the time. Staff recommend matching the style of signs currently at River Bluff Preserve. Designs attached.

### Attachments

- Sign design draft

# CAMBRIDGE-ISANTI BIKE/WALK TRAIL



- ★ You are here
- ▨ Parking
- ▨ Bluebird Park
- Paved Trail
- ▨ Boardwalk
- Mile Indicator

- Natural Features
- 🌲 Wooded
  - ☀️ Grass/Prairie
  - 🌿 Pond

## TRAIL RULES



**WINTER USE  
GATED PORTION OPEN  
ONLY TO HIKING,  
SNOWSHOEING, AND  
SKIING**

**COMPLETE RULES AT  
[CITYOFISANTI.US](http://CITYOFISANTI.US)**



4'

4'



Front

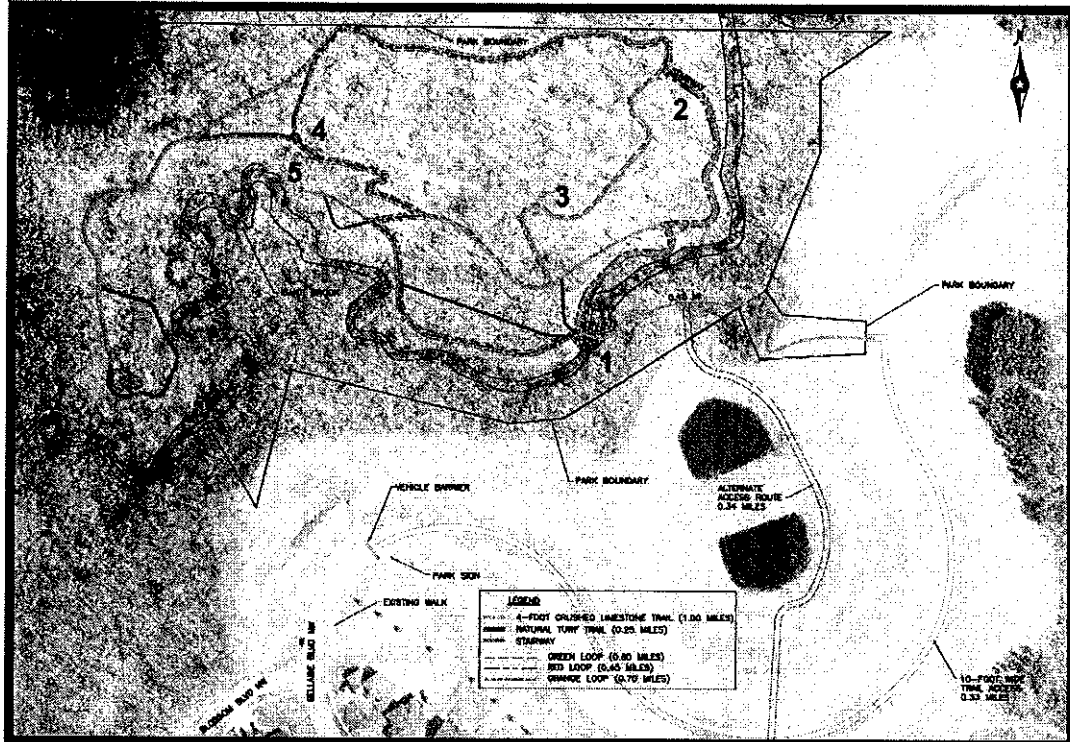
4'

4'



Back

# *Legacy Park*



## *Overlook/Rest Areas*

- 1. Sunnyside Landing - Picnic Table*
- 2. Brookside Cove - Picnic Table*
- 3. Tranquility Crossing - Bench*
- 4. Nature View Point - Picnic Table*
- 5. Fredlig Vatten Overlook - Bench  
(Peaceful Waters)*

*Maps available at entrance*

8'

# LEGACY PARK

3'



## WELCOME! SHARE AND ENJOY OUR PARK!

**PLEASE FOLLOW  
OUR RULES:**

**PARK HOURS: 7AM - 10PM  
NO ALCOHOLIC BEVERAGES  
NO MOTORIZED VEHICLES ALLOWED  
NO TOBACCO USE**

**LEASHED PETS ARE WELCOME  
PLEASE CLEAN UP AFTER YOUR PETS  
NO LITTERING - PLEASE USE TRASH  
OR RECYCLING BINS**

18"



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** November 28, 2017

**Subject:** River Bluff Preserve Erosion Control Project Update

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### Background

Areas of the river bank at River Bluff Preserve have had considerable erosion issues. The City of Isanti has partnered with Isanti and Anoka Soil and Water Conservation Districts (SWCDs) on an erosion control/restoration project. The project was 90% grant funded, and all work was completed by the SWCD offices and the Conservation Corps.

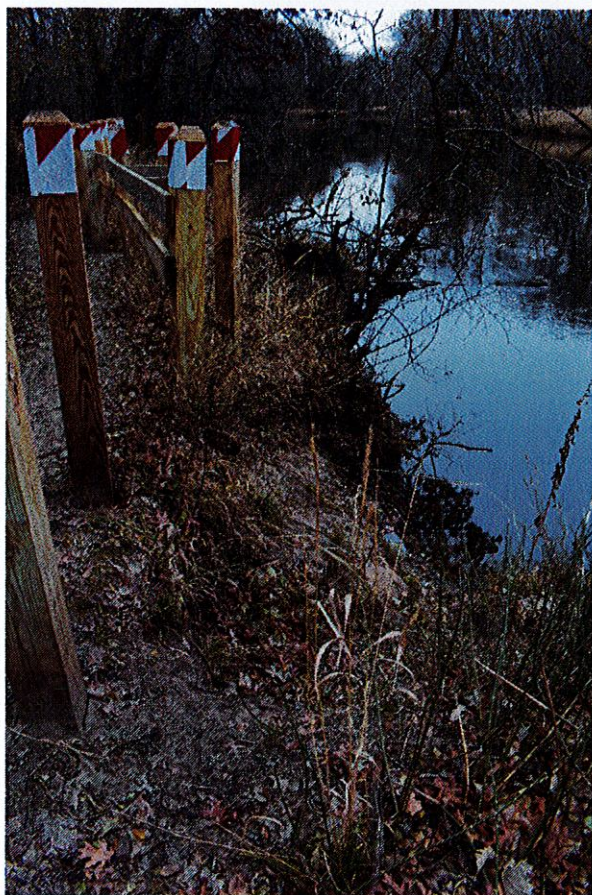
The work was completed on November 20, 2017. Cedar trees were anchored to the river bank; these will stop further erosion and collect sediment. Willow and dogwood trees were also planted which will continue the bank stabilization into the future. There were two project areas within River Bluff – one on the north side of the bridge where ATVs had severely damaged the bank, and a large area south of the steps where the natural current of the river was undercutting the bank.

Because this project took place on public land, this may be a good opportunity to educate the public on this process. Staff have prepared draft signage that could be placed in the main project area.

### Attachments

- Sign drafts
- Project photos

**Location 1:**



*Before*



*After*

**Process:**



**Location 2:**



*Before*



*After*



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board

**From:** Katie Everett, Community Events and Parks Coordinator

**Date:** November 28, 2017

**Subject:** 2017 Project Review

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### Background

There are several maintenance and improvement projects completed in the Parks, Recreation, and Culture Department in 2017 including, but not limited to:

- Community Garden: new shed and shade structure; additional raised beds and new garden hoses purchased with mini grant funding
- Sand play surfaces replaced with woodchips at Mattson Park and Isanti Hills Neighborhood Park (formerly Tot Lot)
- Skatepark equipment relocated to cement slab, panels replaced as needed.
- Timers installed on park lighting at Unity Park ballfield and Bluebird Park
- Picnic tables repaired and painted; donation of additional tables by Cambridge-Isanti Rotary
- Park signs re-designed and replaced across park system
- Passport to Parks citywide scavenger hunt and Celebrate Isanti event
- Minor pieces of playground equipment replaced as needed: repaired rope climber at Bluebird Park, replaced tunnel sections at Bluebird Park, replaced “space shuttle” glider at Riverside Park
- New location for farmers market



## MEMO

**To:** Chair Zdon and Members of the Parks, Recreation & Culture Board  
**From:** Katie Everett, Community Events and Parks Coordinator  
**Date:** November 28, 2017  
**Subject:** Parks Updates

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### **Background**

The first two movie nights of the season have been a success. The Isanti Girl Scouts volunteered at both nights. The October movie had 54 in attendance, and the November movie had 47. The next movie is scheduled for December 8; New Hope Community Church/HopeFamilies will be hosting "Up."

Staff are working with Parkitect in Isanti to have some custom bike racks made for the parks. There is money budgeted in 2017 to have one installed at River Bluff Preserve. Sample designs are attached.

A representative from the Cambridge-Isanti School District will come to the January 23, 2018 meeting to discuss the rock program with the board.

Reminder: No December PRC meeting.

### **Attachments:**

- Bike Rack Design Options

