

**City of Isanti
Park & Recreation Board
Regular Meeting Minutes
January 24, 2012
Isanti City Hall**

A. Call To Order

Wilson called the meeting to order at 5:00 p.m.

B. Pledge of Allegiance

Park Board members rose and recited the Pledge of Allegiance.

C. Roll Call

Members Present: Clell Bone, Jennifer Garvey, Kimberly Horst, Mayor George Wimmer and Chloe Sunde, Student Representative

Members Absent: Aaron Zdon (gave prior notice)

Staff Present: Lisa Wilson, Planning and Parks Director, AICP and Clark Joslin, City Attorney

D. Agenda Modifications

Wilson stated that there were modifications to the Agenda.

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

1. Oath of Office

Wilson stated that Mrs. Garvey would need to be sworn in. Wilson requested that Mrs. Garvey stand, raise her right hand, and read from the Oath that had been provided.

Garvey read the Oath of Office.

Wilson stated that Mrs. Garvey can sign the form and return to her at the end of the meeting.

2. Election of 2012 Park and Recreation Board Chair

Wilson stated that she would then be requesting nominations for Chair of the Park Board.

Horst stated that she would like to nominate Mr. Zdon.

Wilson questioned if there were any additional nominations.

Motion by Horst, second by Bone to nominate Aaron Zdon as Chair of the Park Board.
Motion was unanimously approved.

3. Election of 2012 Park and Recreation Board Vice Chair

Wilson stated that given that Mr. Zdon was not present, she would request nominations for the position of Vice Chair.

Horst stated that she would like to nominate herself.

Wilson questioned if there were any other nominations.

Motion by Horst, second by Bone to nominate Kimberly Horst as Vice Chair of the Park Board. Motion was unanimously approved.

Wilson stated that she would then turn the meeting over to the Vice Chair of the Park Board.

4. Election of 2012 Park and Recreation Board Secretary

Horst stated that the next item was to fill the position of Secretary.

Wilson stated that this is usually staff.

Horst questioned if that was required.

Wilson stated that probably not, unless there was someone else on the Board that wanted to listen to the meeting and write-up minutes.

Motion by Horst, second by Garvey to nominate Lisa Wilson as Secretary to the Park Board. Motion was unanimously approved.

5. Approve 2012 Park and Recreation Board Meeting Dates

Horst stated that the next item was to approve the upcoming meeting dates.

Motion by Bone, second by Garvey to approve the 2012 Park and Recreation Board Meeting Dates. Motion was unanimously approved.

6. Review of Park and Recreation Board Member Involvement with Other Boards

Horst read through the staff memo on this item.

Wilson questioned if the Board wanted to keep Mr. Zdon as the member representing the City on the BMX Board or if they wanted to nominate someone different.

Horst questioned if Mr. Zdon was still actively involved with the group.

Wilson stated that as far as she knew, he was.

Motion by Garvey, second by Bone to nominate Mr. Zdon as the liaison to the BMX Board. Motion was unanimously approved.

7. Review of Conflict of Interest Policy

Mr. Joslin presented the Conflict of Interest Policy to the Park Board members.

F. Approval of Minutes from November 22, 2011 Park and Recreation Board Meeting

Horst questioned if there were any changes to the minutes.

Motion by Bone, second by Garvey to approve the November 22, 2011 Park and Recreation Board Meeting Minutes. Motion was unanimously approved.

G. Schedule Annual Park Tour

Horst reviewed the staff memo for the annual park tour dates. Horst stated that she was in favor of the May meeting.

Wimmer stated that the reason behind having the Park tour in April was because it gave the City time to make repairs prior to the peak of the park season. Wimmer stated that if the Board reviewed things in May it was too late.

Garvey questioned who was responsible for the repairs in the parks.

Wilson stated that all requests for repairs and/or maintenance items were provided to the Public Works Director; and he ensures that they are completed.

Motion by Garvey, second by Bone to schedule the annual park tour for the April 24th meeting date. Motion was unanimously approved.

H. Redbirds Field – Potential Improvements

Lind-Livingston stated that she wanted to come to the Park Board to discuss and present some ideas that they have for improvements. Lind-Livingston stated that in the past they have struggled with maintenance of the field and funds. Lind-Livingston stated that last year the group took on gambling. Lind-Livingston stated that the ball field has been there for quite some time and there are issues that need to be addressed. Lind-Livingston stated that gambling is going well and before they start planning for too many changes, they wanted to make sure that they were on the same page as the City. Lind-Livingston stated that the Board met and came up with a list of projects that they would like to see happen over the next few years.

Lind-Livingston stated that they would like to have the lights looked at this year. Lind-Livingston stated that they have around \$12,000; of which most of this would go towards replacing the lights. Lind-Livingston stated that it cost around \$2,500 for the truck to come out and around \$6,000 last time to have the lights fixed. Lind-Livingston stated that she was looking for feedback on how the City would like them to address these issues. Lind-Livingston stated that she does not want to move forward with a project and find out that they could not do so.

Horst stated that she did not understand the co-relation between the City and the team.

Lind-Livingston stated that the City owns the field and the Redbirds maintain the field. Lind-Livingston stated that if things need to be fixed, they raise money to do so. Lind-Livingston stated that the schools play there, competitive baseball plays there, and other teams play there. Lind-Livingston stated that they try to keep the field busy in the summer.

Horst questioned if renting the field out generates income for them.

Lind-Livingston stated that they did start charging for some events, around \$25 for each event, to cover costs for chalk etc. Lind-Livingston stated that they do have the concession stand. Lind-Livingston stated that they do generate some income through player fees and different fund raisers. Lind-Livingston stated that they turned to gambling to help with the funding of the field.

Horst questioned if the sports fees that parents pay for Cambridge-Isanti baseball are provided to the Redbirds.

Lind-Livingston stated no.

Horst stated that they use the field.

Lind-Livingston stated that the school does fertilize and put the weed killer on. Lind-Livingston stated that the school does some things in return for use of the field. Lind-Livingston stated that the City gives them control of the field and in turn, they do the maintenance. Lind-Livingston questioned how to communicate what they are doing.

Horst stated that one way would be to bring the situation to the City's attention and it can be placed on the agenda for open discussion.

Garvey questioned what the top five projects would be.

Lind-Livingston stated that they would definitely fix the lights.

Garvey questioned if there was an ordinance for lighting or specific time in which the lights would need to be out by each evening.

Bone stated that there really are no homes near the field to be bothered by the lights.

Horst questioned in looking at the small project list, what would be the next project.

Lind-Livingston stated that they would like to update the electrical system, as they are constantly flipping breakers. Lind-Livingston stated that they need new rakes and to have the field dragged.

Wimmer stated that Mrs. Lind-Livingston should provide the list with cost estimates to Mrs. Wilson and Council will authorize the funding through the account that the City holds.

Lind-Livingston questioned the account held by the City.

Wimmer stated that she would have to have the list and the dollar amount associated. Wimmer stated that the Council would then approve the list, so that she could draw upon those funds in advance and would not have to keep coming back to the Council each time.

Garvey questioned if the account was held by the City.

Wimmer stated that it is held by the City. Wimmer stated that the City is the pass-through for the funds, as they cannot directly take the gambling funds.

Lind-Livingston stated that the organization cannot directly take the funds. Lind-Livingston stated that as long as she attaches some amounts to the projects; then it will work through Council.

Wimmer stated that she could just give the list to Mrs. Wilson and they would work through it at Council.

Lind-Livingston stated that they would like to add a playground; and some additions.

Wimmer stated that she should put the plan together with costs associated.

Lind-Livingston questioned if there needs to be a visual.

Wimmer stated that she could; and if there were additions some additional information may be necessary, but staff could work with them on those items.

Garvey questioned if the ones that were highlighted were ones they wanted to get done in 2012.

Lind-Livingston stated that they are just priorities. Lind-Livingston stated that it will all depend upon how much money they are able to raise. Lind-Livingston stated that the fencing would be more expensive and may have to wait. Lind-Livingston stated some of the smaller items could be completed.

Horst thanked Mrs. Lind-Livingston for coming before the Park Board.

Lind-Livingston stated that she had one more item. Lind-Livingston stated that they would like to see a championship sign placed in the City. Lind-Livingston stated that she was not sure where that would go for review. Lind-Livingston stated that they would be willing to pay for the sign, but there are not sure if the City has preference on location, size, etc.

Wimmer stated that Mrs. Lind-Livingston should discuss this with Mrs. Wilson and she will refer the item to DAC for discussion.

I. Fit City Designation Signs

Wilson stated that the City had received and approved a request from the Rotary Club to place community recognitions signs upon the City signs that were located at the entrance to the community. Wilson stated that the question was raised as to whether the "Fit City" signs should remain. Wilson stated that she was directed to bring the item for discussion to the Park Board meeting, as to whether or not they should be maintained in their current location or should be removed and displayed at City Hall.

Horst stated that she thought they would be more visible to the community if there were maintained in their current location.

Garvey agreed. Garvey stated that even if the program is no longer in place, it is an asset to the community to maintain the signs along the TH 65 corridor.

Motion by Garvey, second by Bone to leave the Fit City designations signs at their current location along TH 65. Motion was unanimously approved.

J. Mattson Park Tennis Courts – Isanti Middle School Spring/Fall Practices

Wilson read through the staff memo regarding the item.

Horst questioned if there have been any vandalism.

Wilson stated that she had not been made aware of any vandalism.

Garvey questioned if the City had ever received a complaint by a resident regarding the use of the courts by the school and their then inability to use the courts.

Wilson stated that this had originally come about because of a resident complaint. Wilson provided background information on the issue.

Garvey questioned if there have been complaints since that time.

Wilson stated that she had not received any since this agreement.

Horst stated that she was in favor of extending the agreement with the Isanti Middle School for the spring/fall practices.

Motion by Garvey, second by Bone to recommend that the agreement be extended for an additional two years with the fee as established at \$250 per season.

Wimmer stated that he would recommend having the Finance Committee take a look at the fee that is being charged and make sure that it is adequate to cover what needs to be covered for the use of the courts. Wimmer stated that the school has been acceptable to paying such a fee providing they have that cost prior to a particular deadline, so it can be included in their levy.

Horst questioned the comment made by Mr. Wimmer.

Wilson stated that she believes Mayor Wimmer is requesting that the item be re-reviewed by the Finance Committee given that time has passed since the original approval and changes may need to be made to the fee that is being charged, so that the City is re-cooping the costs associated with maintaining the facility.

Motion by Garvey to amend her previous motion, second by Bone to direct this item to the Finance Committee for further review of the fee. Motion was unanimously approved.

K. Re-Locate Bluebird Park Signs

Wilson presented the staff memo.

Horst stated that she thought the sign should be re-located.

Garvey questioned if the Park Board should review the location during the Park Tour.

Bone stated that he did not feel it needed to wait that long. Bone stated that Public Works could place the sign on either side of the roadway, when they had time for the re-location.

Motion by Bone, second by Garvey to request that Public Works re-locate the sign to either side of the roadway entrance when the frost came out of the ground. Motion was unanimously approved.

L. Updates

Horst read through the list of updates that had been provided. Horst questioned the status of the 10K Wakes project.

Wilson stated that City staff and the Mayor had met the individuals from 10K Wakes on site that afternoon. Wilson stated that they are going to be submitting revised plans to the City Engineer. Wilson stated that the group is trying to obtain a cost estimate for the construction and re-filling of the area should the facility fail.

Garvey questioned if City funds were being used for the project.

Wimmer stated that there will be no City funds used in the project. Wimmer stated that the group will eventually be meeting with DAC to review terms of an agreement for the facility.

M. Adjournment

Motion by Bone, second by Garvey to adjourn the January 24, 2012 Park and Recreation Board meeting. Motion was unanimously approved.

Meeting ended at 5:49 p.m.

Dated at Isanti, Minnesota this 28th day of February 2012.

Respectively submitted,

Lisa M. Wilson, AICP
Planning and Parks Director