

**CITY OF ISANTI
PARKS, RECREATION, AND CULTURE BOARD MEETING MINUTES
January 28, 2020**

Call to Order: Jenny Garvey – PRC Manager called the meeting to order at 6:02 p.m.

Roll Call: Members Present: James Witte, Aaron Zdon, Council Member Jimmy Gordon and Brian Thum
Staff Present: Jenny Garvey, Parks, Recreation, and Culture Manager

Agenda/Modifications: None added, motion by Zdon, second by Witte to approve the agenda for January 28, 2020. Motion passed 4-0.

2. Oath of Office: recited by Zdon. Election of chair motion by Witte to nominate Zdon for chair position, seconded by Gordon. Zdon accepted and motion passed 4-0. Witte volunteered to be Vice chair. Thum motioned to nominate Witte to vice chair and seconded by Gordon. Motion passed 4-0. Secretary is assigned to staff, Jenny Garvey (PRC Manager) will be secretary. The annual review of the conflict of interest forms for two members: Brian Thum and James Witte, to be handed back into staff by end of night.

3. Meeting Minutes: Motion by Witte; second by Gordon to approve meeting Minutes from November 26, 2019. Motion passed 4-0.

4. Review of the Parks, Recreation and Culture Board meeting dates: Garvey reviewed the 2020 dates along with the material submittal dates for 2020 and reminded the board members that if they have an item they would like added to an agenda these are the dates to have items in to staff by. Council already approved schedule not need for motion.

5. Review of Adopt A Park Program Policy and Forms:

In March 2019, staff presented this to the PRC board to review and to come back with changes. Garvey reviewed and updated those changes and is now bringing this back to the board to review. Zdon asked about how this program is being promoted. Garvey responded that staff will utilize Facebook, the city website and the Isantian (city newsletter) to promote this program. Staff was not sure how this was promoted in the past besides just being on the website. Witte also suggested the bulletin board at Coborn's or flyers in the schools. Thum suggested signs at the parks themselves to help promote this program.. Thum motioned to approve the Adopt A Park program policy and forms, seconded by Witte. Motion passed 4-0.

6. Department Updates:

Garvey said that movie night went well with 40 in attendance in December and in January with 31 in attendance and both nights were hosted by Northern Elements Cheer. Movie night for February will be hosted by Isanti Ambassadors. Thum asked if groups have to be specifically located in Isanti. Staff was unsure if they had to be within the city, but noted that a group within the city would have precedence over an outside group and would look more into the detail of this. Staff will review this more and get back to the board. The pleasure rink opened on December 20 for the season and the ice has been maintained by Public Works and has been able to use the new water truck to make smooth ice, even with the temperature fluctuations and staff has noticed that the public is using it and have seen users on the ice. Thum replied that he has used it and the ice is the best it has been in years. Garvey reviewed that curious creatures has been revamped a bit with a new time of 9-10am and utilizing the Isanti Community Center for the winter months to be able to have it go with bad weather days and will still have the option to have the kids go outside. Staff reviewed that the cost will go from \$3 to \$2 with the decrease in the timeframe of the program. Zdon asked if it affected the cost, staff responded that it would not and this fee is only for non-resident. The board agreed that this was ok with this change of cost. Garvey reviewed that the city had an open house for the city master comp plan. Garvey is still in the process of compiling the PRC comp plan, which is a separate item than the master city comp plan. Staff reviewed the 2020 goal setting from the previous night, staff will move forward with the new programs of a medallion hunt, kids fun day at jubilee days, free tennis lessons, rocket building, candy cane flashlight hunt, family day in winter and daytime movies. Staff will continue for further review are an egg hunt, parade float and fireworks.

Adjournment: Motion by Witte, second by Thum to adjourn the January 28, 2020 meeting of the Parks, Recreation, and Culture Board. Motion passed 4-0, meeting adjourned at 6:30 p.m.

A handwritten signature in blue ink, appearing to read "Jenny Garvey", is positioned above a horizontal line.

Respectfully Submitted
Jenny Garvey
Parks, Recreation, and Culture Manager