

**CITY OF ISANTI
PARKS, RECREATION, AND CULTURE BOARD
MEETING MINUTES
NOVEMBER 26, 2013**

1. Meeting Opening.

A. Call to Order.

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

B. Pledge of Allegiance.

Everyone rose for the Pledge of Allegiance.

C. Roll Call.

Members Present: Jamie Bergwick, Clell Bone, Jennifer Garvey, Mayor Wimmer and Aaron Zdon.

Members Absent: None.

Staff Present: Lisa Wilson, Community Development Director and Josi Wood, Community Events and Parks Coordinator.

D. Agenda Modifications.

Wood stated that she had none.

Motion by Bone , second by Garvey to approve the November 26th, 2013 Parks, Recreation, and Culture Board Agenda. Motion was unanimously approved.

2. Approval of Minutes from October 22, 2013 Parks, Recreation, and Culture Board Meeting.

Zdon questioned if there were changes to the minutes.

Motion by Bone , second by Garvey to approve the October 22nd, 2013 Parks, Recreation, and Culture Board Meeting Minutes as presented. Motion was unanimously approved.

3. Public Hearings.

A. None.

4. Other Business.

A. Review of Potential Community Center and Park Events for 2014.

Wood stated that some of the things City staff are looking at doing is bringing activities to the community center that will bring in youth, families and awareness of the community center. Wood stated the more people you have going into the community center, the more people will see about its use. One of the ideas is to come up with a brochure. Wood stated that she has two different covers to view to get an idea of what it could look like. Wood stated that this brochure could be included in the Isantian or left in other areas and businesses. It could be something left standing for long periods of time or could be changed annually. Wood showed the brochure on the viewing screen to give an idea of what could be included. Wood stated that this is a rough draft and it is to inform the public what the Park, Rec and Culture board brings to the community and how people can get involved. Wood stated that there would be different sections that would include the contacts, the community center, highlights to the park which would be expanded so people would know what is offered and what facilities have that people can use. Wood stated that if the brochure would be for a long length of time not including dates but highlighting the annual events and activities that happen around the City that people partake in and then have the contact information so they can further follow up. Having different groups that people can become a part of such as Scouts, Lions, and Senior Dining, which Wood stated was excited that they were staying for 2014.

Wood stated that she broke apart the sports facilities because that could be a niche that people look for and giving more information so people know how to take advantage of those opportunities. Wood also stated to include special interest events including Farmers Market and Street Dances so people know when they happen. Wood stated lastly was to include a volunteer section that would show how the public could get involved and be recognized. Having something that would recognize the volunteers would help more people to get involved. Wood then went back to the programming section. Wood stated that these were just ideas and that most of them would be out of the community center because then they could be offered year round without worrying about the weather. Wood stated that some of the family events could be a movie night and something around the holidays. Wood stated that there are other holiday events around the City put on by other groups that maybe we could work with. Wood showed an example of a flyer of the movie night to give an idea of what she was thinking. Wood stated that the movie night could be on a specific night of the month but perhaps not have specific dates so the brochure did not always need to change. People could be referred to look on the website to find out specifics such as date and movie selection. Wood then turned to the programs and activities. Wood stated that we could tie into the Native American heritage which was prevalent in this area and that some artifacts were found at Legacy park. Wood stated the program could tie into that and make a series that would not only give information but tie in hands-on activities and crafts that would enhance the learning. Wood stated that we could do some fun activities for the youth such as a nature program and to create a nature center environment within Isanti out of the community center. Wood showed an example of a Nature Detective flyer that highlighted the program. Wood stated that there would be different themes on perhaps one Saturday a month. Wood stated that the flyer she was showing had programs for the winter but would be projecting the program to begin in the summer. Wood stated that with these ideas she has also created an outline. Wood stated that she would maybe start where the children had their parent with them versus to drop off the child. Wood stated that if they went that route [of dropping off the child], a health release form would need to be completed and to have an extra helper to ensure pick up is by the correct person. Wood stated that other ideas would be a junior gardeners program. Wood stated that Isanti County has the Master Gardener program which is looking to begin a Junior Gardener program in Cambridge in January. This program could be something we could work in conjunction with to bring to Isanti. Wood stated other programs could be a fitness club, a similar program to moms on the run where moms get together with other moms and jog with their child in stroller around the park. Wood stated that she is looking for feedback or ideas for the programs and brochure.

Wimmer stated that some of the background on this that is kind of funny or yet sad came from a woman of the senior card club at the community center when he was discussing the center. The woman told Wimmer there used to be 30 of us but we keep dying off, we need young people using this place. Wimmer stated that he replied that that is one of the things they are looking at. Wimmer stated that Josi has done a fantastic job of putting this together and has a wonderful folder of background information that she has put together and has been moving it forward. Wimmer stated that this may come up later but Josi will be taking over park, rec and culture which council will be voting on this evening. Wimmer stated that Josi will be the staff person responsible for this meeting and then for park, rec and culture going forward. Wimmer stated that they are proposing going forward with it from being a part time to a full time position to pick that up with Lisa leaving.

Zdon stated that he thought it looked great. Just to populate it and said the programs look good. Especially if you can get the master gardeners to help with the junior gardeners and plant a garden right out there on the south side or whatever they say is best.

Wimmer stated that the City is looking to build upon and maintain existing gardening projects that were already completed, some by the eagle scouts, around the community center and city hall. Wimmer stated that public works is great but they are not gardeners. Wimmer stated that getting the master gardeners in would help with that. Wimmer stated that the master gardeners have to do X amount of hours and they are not the Cambridge master gardeners but Isanti County even though all their projects seem to be up in Cambridge. Wimmer stated that in meeting with Senior Dining on Monday one of the ideas he is

thinking of creating is a community garden in Isanti and the produce from that part of it would be donated back to Senior Dining which they can take the raw produce to wash and prepare. Wimmer stated that they are plenty of land but still seeing how it will all work out. Wimmer stated that one of the Senior dining staff, Edie, is a Cambridge resident and she said they have a program like that that they recently started and it seems to be going well.

Bone asked the question if there would be a charge for movie nights and activities at the community center.

Wood stated that it would be great if as many programs as possible are free to open the door to more participants but one of the things to look at is the costs of putting the programs on. Wood stated there isn't a lot of cost incurred with the movie night and keeping the costs as low as possible. Wood stated when it comes to the programs such as the Nature Detective Club for example, there could be a cost of \$3 for example to cover the cost of materials and supplies. The cost would be affordable. Wood stated the costs have not been officially discussed.

Wimmer stated that the cost of going to the middle school for a dance or something is about \$5 a head and they can purchase their food also. Wimmer stated it would be something along those costs to cover materials and community center but it should be very economical.

Zdon stated that you could charge \$.50 for the popcorn to cover that cost.

Wimmer stated right.

Zdon stated something for concessions.

Wood stated not to make money but to cover costs.

Wimmer stated when Jason Gufmeier(?) was still around he had talked about doing a movie night and he had talked about lining up sponsorships from different businesses that would be highlighted at the beginning of the movie. Wimmer stated you could say this movie tonight is brought to you by.

Garvey stated she liked the brochure but she would like to see the schools not part of it and leave it more for the city functions unless it would be a program you would be having at the school location. Garvey stated that that can be confusing because the city and schools are separate entities.

Wimmer stated that some of the parks at the schools are school/community parks as well in agreement with the City. Wimmer stated that Josi may be unaware of that but one on the East side the City waived about \$80,000 worth of fees in 2004 and the playground and all the equipment are supposed to be open to the public as well. Wimmer stated that it not always is but there is some of that joint but the point overall was good.

Garvey stated she liked the idea of putting it in the Isantian to save on costs and then truly gets more people to look at it versus having it as a separate mailer. Garvey stated that Josi has the programming under control and would like to see Josi have that part of it. Garvey stated that the ideas are great. Garvey stated not to do too many programs too fast which she liked the enthusiasm but could get too overwhelmed. Garvey gave the example of coming up with 100 programs and only being able to perform 50.

Wood stated that the programs given were simply ideas to start with because they all take more than one person to do the activities. Wood stated that she did not currently know of a large volunteer pool and that it would take some time to grow.

Garvey stated that the movie idea is great but city staff needs to think of the costs of licensing which is expensive.

Wimmer stated that there are movies that are older and not in that category. Wimmer stated that in the past when it was checked into there were the older movies that did not require the licensing. Wimmer stated that this was information that he obtained in talking with Jason two weeks prior and that they would probably not be showing newer movies. Wimmer stated that there are also other communities doing this.

Garvey stated that other communities are but they have special licensing. Garvey stated that you have to have a movie license as well as if you are doing an aerobics class using real music you have to have a real license to have that played or you can get fines.

Zdon stated jokingly he could make the music on his computer for them.

Garvey stated that she wanted City staff to be aware. Garvey stated that some of the other cities find out as they go that it entails all the proper licensure, permits and fees.

Zdon stated that at the BMX track the BMI and ASCAP have sent them a letter but there are services online, like for the Zumba, that don't require the license because they have it. Zdon stated that BMX is dealing with it right now because they play music on the track. Zdon stated there are legal ways to not have to deal with licensing. Zdon stated that not all qualify but some do because they pay the fees.

Zdon asked to move forward and that there was no motion.

5. Discussion Items.

A. Updates.

1. Isanti Community Center Donation.

Wimmer stated the City received \$120,000 from the Ruby Johnson estate that was donated to the Council to use at their discretion for capital improvements. Wimmer stated that the City is currently going through the list given by the task force. Wimmer stated that one of the top rated areas was to redo the parking lot. Wimmer stated that the City had plans a number of years ago to create a larger community parking lot to tie in the City hall parking lot with the community center parking lot. Wimmer stated the at the City is looking at using the donation money to do the community center side but using TIF dollars to do a larger downtown area and by doing both projects at the same time will give the City a cost savings because of the scale. Wimmer stated that the City staff is looking at getting pricing for individual items on the list to see how far the dollars can be stretched. Wimmer stated that the City had already begun to look at improvements including the lights before the donation came in but this will definitely help go a long way.

Zdon stated that was huge.

Bone stated that Sue Larson needs to be given credit because she did a lot of work for that donation. Bone stated he was disappointed in the article in the paper because the Mayor gave specifics but didn't mention Larson did all the work.

Wimmer stated that he certainly did Mr. Bone.

Bone stated that he read the article and questions Wimmer if he did state that the money was given because of Sue Larson.

Wimmer stated that he did not write the article and in the meeting he gave Ms. Larson complete credit for it and she did a fantastic job which was quoted in the other paper. Wimmer stated that he was not sure which article Mr. Bone is referring but he should listen to the audio to confirm what he is saying and that he gave Ms. Larson credit.

Bone stated that Ms. Larson picked up the check, brought it to the City and did all the work. Bone stated that he knew the family and was fortunate to bury Ms. Johnson and it was a perfect way for her say thanks for all the work that has been done for the community center.

Zdon stated that it was great that she was recognized.

2. Hockey Association – Outdoor Rink Proposal

Wilson stated well.

Wimmer stated that they weren't ready and then put together a proposal that they want the City to do it all.

Zdon stated okay.

Wimmer stated that that is not feasible. There is approximately \$2300-2400 in repairs needed which is most of which the hockey association are responsible for according to the contract. Wimmer stated that there is also approximately \$1000 per week in public works time to maintain the rink. Wimmer stated that they basically want the City to do all the things they were supposed to be doing per the contract. Wimmer stated that it will be brought up at the next council meeting. Wimmer stated it would be similar to if the BMX asked us to take care of the track or the soccer association said we want you to mow, put down the lines and take care of the nets. Wimmer stated that when it was originally put together the hockey association was to pay half the costs and the City was to pay the other half. The City ended up paying about 75-80% of the total cost because they didn't have the funds available. The City tried to help out one to maybe two years with the flooding but the City doesn't have anyone trained to do hockey ice or that type of thing.

Zdon stated that the hockey association didn't like the ice.

Wimmer stated they didn't like the ice at all and even if the City did decide to do this it would be low man on the totem pole because if there is a snowfall the City has to do the roads beforehand. Wimmer stated looking at the hours needed it would be a minimum of two hours depending on what is needed and using the make shift Zamboni we have. Wimmer stated the City doesn't have those extra man hours and could need another half man on staff. Wimmer stated that if the City is to revamp these agreements like that the City would need to say yes to anyone else that would like us to take over.

Garvey questioned when the rink originally went up the hockey association paid for half and the City paid for half.

Wimmer stated that that is how it was supposed to be but that the City paid 75-80% because the association said they didn't have the money and it wasn't going to be completed. Originally we were going to pay for half and they were going to pay for half and they ran out of funds so the City picked up that cost. Wimmer stated that they were then to maintain it after the City does the initial flooding. Wimmer stated that they were equipped with the hose but after each flooding he would be reached that ice wasn't up to standards. Wimmer stated that he informed the association that they were public works guys and not hockey guys. Wimmer stated that the last couple years public works has done the initial flood and the association does the rest. Wimmer stated the Steve Lindell has an award winning rink in his back

yard that he maintains himself which is great but with this rink being open to the public you're not able to maintain it without working it every day.

Garvey asked if there is a pleasure rink for people to use.

Wimmer and Zdon both replied yes. Wimmer stated right next to it.

Garvey asked who maintains that.

Wimmer stated that the City maintains it but it's not maintained to hockey standards. Wimmer stated he hasn't heard complaints.

Zdon stated that its quite usable but not a glass sheet like the hockey association would like.

Zdon asked if it was about time to begin flooding.

Wimmer stated very soon but there were some repairs that need to be done. Wimmer stated that they were waiting for their proposal and then once the City received their proposal at the end it states they want the City to do it all but they also want a minimum standard they want it kept to. Wimmer stated that it doesn't seem feasible but the City could do it if the City wanted to put all the resources into it in regards to time and budget which was asked of the City about a month ago. Wimmer stated that in a lot of communities they do maintain it themselves with a more active park and rec department and have more resources than the City of Isanti does. Wimmer stated that if the council were to decide to do what is proposed the City would need to bring in a half person to do it and figure out how the City were going to pay for it. Wimmer stated that \$2300 is not a huge amount of money from this standpoint but it is a lot of things they were supposed to be taking care of already.

Zdon stated that he thought the Park, Rec and Culture board was clear with the hockey association that they would work with them but not do all the work for them.

Wimmer stated that they had it on the agenda at the last council meeting and it was tabled because they didn't have anything prepared. Wimmer stated that he didn't think the council was favorable for anything they were saying because of the grief last time the City tried to help out.

Zdon stated and the Zamboni deal too.

Wimmer stated yes.

Garvey asked if they were present at the meeting.

Wimmer stated they didn't have anything prepared nor were they there.

Garvey questioned if they had heard anything.

Wimmer stated that the City has their initial proposal.

Zdon stated that there hasn't been anything since that proposal.

Garvey asked if they gave an explanation as to why they were not at the meeting.

Wimmer stated no.

Wilson stated they didn't mention anything to her.

Wimmer stated Mr. Lindell hasn't contact him.

Zdon asked if there were any other items for discussion.

6. Adjournment

Motion by Bone, second by Bergwick to adjourn the November 26th, 2013 meeting of the Parks, Recreation, and Culture Board. Motion was unanimously approved.

The meeting adjourned at 5:28 p.m.

Dated at Isanti, Minnesota this 28th day of Januray 2014.

Respectfully submitted,

Josi Wood
Community Events and Parks Coordinator