

---

Meeting Announcement and Agenda  
Cambridge Parks, Trails, and Recreation Commission  
City Council Chambers  
Meeting, Tuesday, May 9, 2017  
7:00 pm

---

Members of the audience are encouraged to follow the agenda. Copies of the agenda are on the table outside the Council Chambers door. When addressing the Commission, please state your name and address for the official record.

---

**AGENDA**

1. Call to Order and Pledge of Allegiance
2. Approval of Agenda (p. 1)
3. Approval of Minutes
  - A. April 11, 2017 minutes (p. 3)
4. New Business
  - A. Park Use Fees (p. 8)
  - B. Park on Fannie Lake (Munkberg property) (p. 17)
5. Other Business/Miscellaneous
  - A. City Council Update
  - B. Commissioner Concerns
6. Adjourn

**Notice to the hearing impaired:** Upon request to City staff, assisted hearing devices are available for public use.

Accommodations for wheelchair access, Braille, large print, etc. can be made by calling City Hall at (763) 689-3211 at least three days prior to the meeting.

This Page Left Blank Intentionally

**PARKS, TRAILS, AND RECREATION COMMISSION  
MEETING MINUTES  
Tuesday, April 11, 2017**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Parks, Trails, and Recreation Commission was held at Cambridge City Hall, 300 – 3<sup>rd</sup> Avenue NE, Cambridge, Minnesota.

**Members Present:** Kelli Klossner (Chair), Tom Koep, Joe Morin (City Council Representative), and Mark Ziebarth (Vice Chair). Marisa Harder-Chapman arrived at 7:02 pm.

**Members Absent:** Jack Nelson (Youth Representative) and Barry Wendorf

**Others Present:** Community Development Director Marcia Westover

**CALL TO ORDER and PLEDGE OF ALLEGIANCE**

Klossner called the meeting to order at 7:00 pm and led the Commission in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Morin moved, seconded by Ziebarth, to approve the agenda as presented. Motion carried 4/0.

**APPROVAL OF MINUTES**

Morin moved, seconded by Koep, to approve the March 14, 2017 Parks and Recreation Commission meeting minutes. Motion carried 5/0.

**NEW BUSINESS**

***Water Feature/Splash Pad***

Westover stated the idea of a splash pad or water feature has recently been discussed by the Parks, Trails, and Recreation Commission. The City Council also recently discussed a splash pad as part of their visioning and has identified a splash pad as a goal within 2-5 years. Westover reported a beach at Joe's Lake was suggested at the last Parks Commission meeting. Westover researched this idea and stated the lake is comparable to a swamp with high algae content and is not desirable for a beach. The splash pad option is preferred.

Westover provided a cost breakdown showing an overall estimate of approximately \$213,000. The equipment contractor said that the quote is based on very similar structures to the Splash Park in Mark Park in Princeton. Westover stated staff did contact the City of Princeton for operating details of their splash pad. A manager and attendants run the splash pad and are seasonal employees. The manager is paid a percentage of the entry sales into the park and attendants are paid hourly. Operating costs are expected to be \$45,500 for 2017. The splash park is funded through the park fund and offset by entrance fees and donations. Hours of operation are 11-5 daily,

Memorial Day weekend through Labor Day. Staff looked into insurance rates needed for a splash pad and it is minimal considering the City's overall insurance costs.

Westover reported the splash pad in Princeton is 30' x 90'. Based on state health codes, the occupant load for this size is 360 people. In addition, it has been discovered that a restroom with a toilet, shower facilities, and dressing room is required for the splash pad. This will add approximately \$100,000 to the cost of the project.

Westover stated the location of the splash pad has also been considered. Sandquist Park has plenty of room and flat land for this project; however, the water supply is served by a well with high iron content and there is not adequate water pressure. City Park is centrally located and has plenty of area, but the land is not flat or ideal for a splash pad. Central Green Park has a great location just north of the ice rinks. Water service is available, the land is flat, and it is centrally located in the City.

Westover stated staff is looking for the Commissioners to discuss splash pads and determine how they fit into the long range plan. The Commissioners discussed placing a Splash Park north of the ice rinks in Central Green. It was suggested a natural screening be placed between the townhomes adjacent to this space to create a sound barrier if this amenity is added.

#### ***Bankshot Court Information***

Westover stated the Commission requested more information about Bankshot courts, which are designed to allow wheelchair athletes and able-bodied athletes to play together with neither at a disadvantage. Persons with other disabilities such as autism also benefit from the Bankshot courts as it is a personal score keeping system rather than a competitive team sport. Participants play alongside each other, not against each other. There is no running, no jumping, no offense, and no defense. Bankshot sports are based upon skill, practice and intelligence. The games sharpen the mind and provide the challenge of intellectual stimulation.

Westover went on to state that the courts can be placed on asphalt, concrete, or even grass. The grass option is not desirable for wheelchairs however. The costs include all of the equipment needed for a court including the boards, rings, and signs. The poles can be purchased locally to save on costs. An asphalt or concrete pad should be figured in as well. City Public Works staff would have all of the equipment delivered and would set up the court themselves since it comes with an instructional manual.

Westover pointed out the least expensive option is the Shoot-Around court. This court has 9 "stations" with basketball hoops. The total cost is approximately \$25,000. The size needed is about 30' x 40' surface.

Westover stated Bankshot recommends the location of their courts near schools. However, the nearest park to schools in Cambridge is City Park (East Park). Due to the hilly terrain and erosion issues of City Park, this location may not be best. The only flat spot in this park is at the bottom of the sledding hill and would get in the way of that popular winter activity. Central Green is located in the center of the City and is becoming a highly utilized park. Both a Bankshot court and the splash pad could fit

north of the ice rinks. Brown Park is another option. This park does have an ideal flat open area for this type of court, but the location is more of a neighborhood park.

Westover stated staff is looking for the Parks Commission to discuss Bankshot courts and determine if/how they fit into the long range plan. The Commission discussed the possibility of Brown Park being the best place for the Bankshot court due to less busy, wider streets for parking and possibly a quieter, more autism-friendly environment for those with sensory issues. There are several families with autistic children near this park and this noncompetitive area may be more inviting to families with children with special needs.

### ***Long Range Plan/Priority List***

Westover stated the City Council had a visioning session on March 3, 2017. During this visioning session, several parks-related items were discussed and prioritized. These items are discussed below. Westover has correlated the timeline for these items in the Long Range Plan/Priority Ranking. The Parks, Trails, and Recreation Commission should review the plan and identify any changes that may need to be made.

#### **One-Year Goals**

City Council confirmed with staff that no new projects should be slated for this year. There is a lot of work in the existing parks to complete before new projects are started. Some of these items include: final grade, seed, landscaping, bleacher pads, possibly LED line for the ice rinks in Central Green; erosion control, possible sprinkler system to keep grass established, replace old light fixtures, parking, future parking lot needs, etc. at City Park.

Westover stated the Parks Commission needs to determine the summer use of the ice rinks. What would the Commissioners like to see happen on this surface during the summer: basketball hoops, pickleball courts, rollerblading, skateboarding, or other ideas? Westover shared there is interest in organizing an in-line hockey (rollerblades) league and use of the area for hockey dry land training. There are two very large concrete surfaces and both can be utilized.

The Commission discussed the possible summer usage ideas of the rinks listed above, adding tennis to the list, and decided to see how this first summer goes, what the requests for usage are, and revisit this decision a year from now. Morin stated the boards and glass will be installed on the second ice rink soon. Hours the rinks will be open and security/vandalism issues were discussed. The rinks will be open for now and if vandalism becomes an issue they will need to be locked. Morin stated the park hours are 8 am to 10 pm and police patrol the area, shutting the lights off at 10 pm.

#### **Two-Five Year Goals**

City Council identified the following parks items in their two-five year goals. A splash pad, an additional multi-use field at Sandquist Park, and complete one more baseball or softball field at Sandquist Park.

#### **Five Year + Goals**

City Council identified the following parks items in their five + year goals. Complete two more baseball fields at Sandquist Park, connecting the Cambridge-Isanti Bike Walk Trail

into Cambridge along Central Ave, plan for more connectivity within Cambridge for all trails, and cover the outdoor ice sheets.

Westover pointed out the Council's visioning goals are parallel with the Parks Commission's goals. At the Parks meeting on December 12, 2016, the Commission identified their top five priorities. In no particular order, they are: Multi-Use Field at Sandquist Park; Something for the disabled (i.e. Bankshot courts); Maintain City Park programming; Trails and trail improvements; and Water Feature.

Westover stated staff is seeking the Commission to make a motion to approve the Long Range Plan/Priority Ranking timeline, as may be modified by the Commission.

The Commission discussed their priority list and made several changes. Klossner moved, seconded by Harder-Chapman to submit the long range plan as amended by the Parks Commission to the City Council for consideration. Motion carried 5/0.

## **OTHER BUSINESS/MISCELLANEOUS**

### **Park Use Fee Discussion will be in May**

Westover encouraged Commissioners to continue gathering ideas for the Park Use Fee discussion which will occur at the May Parks, Trails and Recreation Commission meeting.

### ***City Council Update***

Morin gave an update on the last City Council Meeting. Morin stated plans for a parking lot for City Park with stairs (the cul de sac area at the top of the sledding hill on 3<sup>rd</sup> Avenue) has been approved for 2018.

### ***Commissioner Concerns***

Klossner asked about updating the parks brochures to advertise the amenities and include a road map. Koep stated he visited the City website and found the parks maps needing to be updated with current maps and amenities. Westover stated this is one of staff's goals for this year and they are working on it.

Klossner suggested the Commissioners go on a field trip to see the parks in the community on a Parks Meeting night. Ziebarth updated the Commission on the last Comprehensive Plan meeting and stated amenities, downtown, parks and trails were major topics of conversation and the Parks goals were tied back to what the MN Design Team determined as goals. Westover stated the Comp Plan will be brought before the City Council in May and there will be an Open House for Public comment on Comp Plan on May 2<sup>nd</sup>.

Harder-Chapman asked about whether space requests from the pickleball enthusiasts were being addressed. Westover stated Pickleball is not out of the discussion and can be included in the summer options for using the ice rinks.

**ADJOURNMENT**

Morin moved, seconded by Harder-Chapman, to adjourn the meeting at 8:30 pm. Motion carried 5/0.

---

Kelli Klossner  
Cambridge Parks, Trails, and Recreation  
Commission Chair

ATTEST:

---

Marcia Westover, City Planner

DRAFT

Prepared by: Marcia Westover

**Background/Overview**

City Council, at their long range planning meeting, directed staff to start looking into the option of charging park fees for ballfields, ice rinks, and shelters.

At this time, staff does not yet have a comprehensive breakdown of staff/equipment/time on the costs to maintain our parks. We have however compiled information from several other cities who do charge fees. We asked them a few up-front questions to get an idea of how it works. As you can imagine, each city varies widely in what amenities they offer and what they charge. You will find this information attached.

Since it is currently baseball/softball season, we have been working with the baseball association on some of their requests for improvements at Sandquist Park. I took the opportunity to ask them for a cost breakdown of their fees, expenses, and volunteer time. I also asked the softball association to submit something similar. This information is also attached to the staff report.

The Parks Commission is asked to review the attached information and come prepared to the meeting to start a discussion on park fees. Staff will be returning to the Commission in the future with more information and the city's cost breakdown for further discussion.

**Parks Commission Action**

Discuss the attached information and provide a recommendation for Council and staff on how and if you would like to charge park fees.

**Attachments**

1. Various Cities Park Fees Questionnaire
2. Cambridge-Isanti Competitive Baseball Facts
3. Cambridge-Isanti Area Softball Association



# Various Cities Park Fees Questionnaire

Arden Hills  
Shorewood  
Zimmerman  
Albertville

Little Falls  
Waconia  
Vadnais Heights  
St. Francis

Mora  
Mounds View

## 1. Does your City rent out park shelters?

### a. If so, how much?

- i. 11am – 4pm & 5pm – 10pm \$65 (resident) \$100 (non-resident) each time slot for the shelters w/amenities. Shelters w/out amenities are free of charge, but must be reserved. All buildings are cleaned by the City before and after.
- ii. Basic shelters - \$25 (resident) - \$50 (non-resident. Pavilion - \$50 (resident) - \$75 (non-resident)
- iii. Shelters - \$50, Pavilion - \$100 M-Th, \$125 Fr., & \$150 Sat/Sun
- iv. Shelters – first come/first serve, Pavilion \$100 (resident) \$150 non-resident)
- v. \$75 plus tax
- vi. Gazebo - \$25/hr, Shelter - \$15/hr
- vii. Pavilion - \$70 (resident), \$150 (non-resident)
- viii. Shelter - \$25 (resident), \$50 (non-resident), Gazebo - \$50 (resident) \$100 (non-resident)
- ix. Picnic shelter and gazebo - \$35, \$50 w/electricity
- x. \$75 (residents) \$150 (non-residents)

### b. How do you handle it if another group refuses to leave when the party that has the reservation arrives?

- i. Call Police
- ii. Never had an issue
- iii. Call Sheriff
- iv. Never had an issue
- v. Never had an issue
- vi. Never had an issue
- vii. Never had an issue
- viii. Police
- ix. Never had an issue
- x. Police

### c. Do you put up a reservation sign?

- i. Yes
- ii. Yes
- iii. Yes
- iv. No
- v. Yes
- vi. Yes
- vii. No
- viii. Yes
- ix. Yes
- x. Park permit

### d. Do you have specific amenities (kitchen, counter space, etc.) or are they simply gazebo's or picnic shelters?

- i. Pavilions have running water, bathrooms, small kitchen, small refrigerator. Park shelters have no special amenities.
- ii. Picnic shelters have picnic tables, electric, and grills. Pavilion is full-service.
- iii. Park shelters basic picnic tables and such, Pavilion heat/air, indoor restroom, walk-in cooler, counter space
- iv. Pavilion has concession window, bathrooms, counters, and a closet with tables and chairs that can be set up.
- v. No
- vi. Gazebo – electricity, Shelter – picnic tables
- vii. Electrical outlets, concession area, restrooms, sink, water, picnic tables

- viii. No
  - ix. Electrical outlets
  - x. Did not answer
2. Does your City rent out ball fields, tennis courts, skating rinks, etc. for the area competition sport leagues (youth & adult)?
- a. If so, how much?
    - i. Youth organizations \$8/hr. for field. Adult organization \$40/2 hrs. Warming house & skating rink \$30/hr.
    - ii. Damage deposit \$125. Baseball/Softball Field \$50/day (Lights \$15/hr.), Rink \$30/day plus attendant salary (Lights \$15/hr.), Soccer field \$150/day (Lights \$30/hr.), Football field \$50/hour or \$210/day (Lights \$30/hr.), Tennis courts \$5 per court/hr.
    - iii. Volleyball \$25/day, General Ice Rink \$25/day and \$35/day with lights, Hockey Ice Rink \$30/day and includes lights. Ball fields \$75/day, \$100/day with lights. Youth leagues \$7.50/participant for the season. Adult leagues \$400/team
    - iv. Ball field \$100 per day (resident) - \$150 (non-resident), Soccer tournaments \$100 per field per weekend, Youth ballfield tournaments \$25 per field/day, Adult tournaments \$100 per field/day, Adult League – Summer \$175 per team, Adult League – Fall/Winter \$100 per team
    - v. No
    - vi. Ballfields w/lights \$20/hr. without lights \$15/hr.
    - vii. Ballfields only – Youth resident practice or game \$6/hr., Non-local youth \$22/hr., Adult resident team practice or game \$15/hr., Adult non-resident \$22/hr.
    - viii. \$100 per night per field
    - ix. Ballfields – Adults \$150 per home team plus \$50 key deposit per team. Youth & Church \$50 per league, \$10 per week & \$50 deposit. One time users is \$75 per day plus \$50 key deposit.
    - x. \$5 resident, \$10 non-resident
  - b. Does your City handle all organizing, scheduling field/equipment maintenance, or does the organizations play a role with organizing, scheduling, and field maintenance?
    - i. Yes – City
    - ii. City does scheduling, dragging, mowing, and repairs. Organizations chalk, infield touches and sometimes do minor repairs.
    - iii. City schedules and maintains the fields
    - iv. Non-profit organization (Family Youth Community Connections) schedules the fields and shelters and PW maintains the fields/shelters.
    - v. No
    - vi. Yes
    - vii. Yes
    - viii. Did not answer
    - ix. Did not answer
    - x. Contracts with YMCA
  - c. Currently, most of Cambridge's organizations spend a lot of money and time on the fields. The City doesn't handle any of the organization of teams, scheduling, or on-site tournament, practice, or game day clean-up or facilitation. Does your City cover these items for each event?
    - i. The organizations meet with City to discuss field needs prior to season which includes t-ball, baseball, softball, and soccer (City leagues). They share fields with outside organizations. Residents of City gets first priority. Parks coordinator supplies PW a weekly schedule for each field that needs to be prepped (lines, bases, dragged, etc.)
    - ii. Organizations do their own tournaments and pay City to use fields/rinks/courts, etc.
    - iii. City schedules park use based on organization submitted schedules and public requests. City staff does initial field prep and maintenance, with the organization/leagues responsible for weekend tournaments (dragging, liming, etc.) Clean-up is done by the organization, but trash collected by City.
    - iv. FYCC schedules the fields for adult and youth practices, games, and tournaments, the City needs to know how many teams there are and the required paperwork and payment for the rentals.

Renters are required to clean up after their activity. City does no facilitation. If clean-up is not done or field is damaged, they retain \$100 damage deposit.

- v. No answer, No answer, No answer, No answer, No answer, No answer
- d. If you have organizations similar to this that spend a lot of their own money and time, how do you charge them and what does the cost cover for the City?
  - i. \$25/2 hrs for prepping. Tournaments - \$525 per field – PW employee on site to prep fields after each game.
  - ii. Organizations pay a user fee to reserve the fields - \$10 per user.
  - iii. Did not answer, Did not answer, Did not answer, Did not answer, Did not answer, Did not answer, Did not answer, Did not answer, Did not answer
- 3. How did you determine the cost for renting out these park amenities?
  - a. Cost is determined by how much prep time is needed.
  - b. Based on other communities
  - c. Best guestimate
  - d. Consistent with neighboring City
  - e. Council
  - f. Did not answer
  - g. Rental fee history/philosophy of use and park maintenance costs
  - h. Consistent with other Cities
  - i. Nominal fee in attempt to cover some scheduling, maintenance, and electricity costs. Fees do not cover costs.
  - j. Not sure
- 4. Does your school district(s) have a community education program or are the majority of the youth and adult activities run through the City?
  - a. Yes, Comm. Ed. is run by Mounds View School District, but they offer more enrichment programs, after school programs, and evening programs. They all work together so they don't compete w/one another by meetings w/each entity.
  - b. There is also Community Ed.
  - c. Community Rec controls field space and scheduling for outdoor facilities at the schools.
  - d. Yes has adult and youth activities (STMA)
  - e. Yes through the school
  - f. Yes – any activities that need field use are rented from the City by Community Ed.
  - g. Two school districts – one has some in addition to city, one does not
  - h. Community Ed runs youth and adult activities and City does not charge school for use
  - i. MAYRA (Mora Area Youth Recreation Association) runs all youth sports.
  - j. YMCA
- 5. How many FTE employees in your parks programming department?
  - a. 2 FTE (Coordinator & Programmer) plus PW employees do the field prep
  - b. 1 FTE
  - c. Programming ¼. Maintenance 2
  - d. 2 FTE at RYCC
  - e. 3 FTE Maintenance Employees
  - f. Did not answer
  - g. 1 ½ FTE in programming and 4 FTE Public Works that work in parks – summer increased w/seasonal
  - h. No designated employees since no programming only scheduling. PW takes care of all fields.
  - i. No programming, so only maintenance with Public Works Department
  - j. 5 FTE, 10 – 15 PT

### **Cambridge-Isanti Competitive Baseball Facts:**

CICB is a local non-profit organization that provides competitive baseball for all skill sets. Our player's range in age from four to fourteen. We provide programs from beginning level T-Ball all the way through our more advance travel program. This year CICB will have a 14U "AAA" Travel Baseball team which will play some of the best teams throughout the State of Minnesota whose home field for day games is Sandquist field. We have just started our 2017 season which is our 21<sup>st</sup> season. 2017 is one of our largest seasons to date. Below is a breakdown of our 2017 season.

- Roughly 400 players (T-Ball registration is still open)
- 23 In-house teams, 10 Traveling teams, roughly 60 T-ball participants
- Our fee structure
  - T-Ball - \$60.00
  - 8U - \$145.00
  - 10U and 12U - \$185.00
  - Northstar - \$215.00
  - Travel - \$295.00
- We provide scholarships to approximately 1/3 of our players ranging from \$50 to entire registration fee.

We have additional information and pictures on our website at [www.cibaseball.com](http://www.cibaseball.com) and <https://www.facebook.com/cicompbaseball/> .

### **Sandquist Fields**

- 1) Helped Russ Mann with consulting on the new Little League Field
  - a. Design Input
  - b. Numerous walk throughs
  - c. Provided all of the labor for sodding field, installing fence cap, and finish dirt work.
  - d. More than 200 man hours of work.
- 2) 2016 hired B&M Landscaping for rejuvenation of big field.
  - a. \$3000.00 cost incurred by CICB to make field playable.
  - b. Sod cutting, line marking, weed maintenance, general clean up.
  - c. More than 300 man hours of work on rejuvenation project.
- 3) Spring 2017 Project
  - a. Raised funds independently to completely redo batting cages, awning addition to existing building, and bullpen remodel.
  - b. Contractors are hired by CICB and will be making a \$22,000 + investment into the facilities this current season.
  - c. CICB provides weekly maintenance and up keep to both fields, removes garbage and provides garbage pick-up.
  - d. Spending \$2000 + (Final Estimate has not arrived) for B&M Landscaping to cut sod, clean up and repair warning track on small field.
  - e. Ag-lime provided by the city will be used along the fence lines of both fields to bring the fence up to game play compatibility. CICB will provide the labor to spread the ag-lime.
- 4) CICB provides all of the equipment (4 wheelers, drags, rakes, hoses, etc.) used for the up keep of Sandquist fields.
  - a. Approximately \$ 7,000 worth of equipment is currently in our building for field maintenance.
- 5) We provide all of the equipment (bases, home plates, chalk, and paint) for game play at the fields.

- a. Approximately \$3,200
- b. CICB volunteer coaches currently drag and chalk fields after each practice and game.

**Peterson Park**

CICB was unable to reserve much needed time in 2014 and 2015, at Peterson Park. The park sat idle for two summers and the field became unusable. The City of Cambridge had to allocate funds to redo the baseball field at Peterson Park. CICB was asked to begin using the field again. We provided all of the labor and equipment to finish the dirt work and install bases.

- 1) 50 plus man hours provided to make Peterson Park reusable.
- 2) We provide all of the equipment (bases, home plates, chalk, and paint) from game play at the fields.
  - a. Approximately \$1,500 of equipment is stored in the construction box at the field.

**Sandquist Park (Softball Complex)**

The last weekend in June CICB has held its “End of the Year” Tournament. It is a three day tournament that celebrates the hard work and accomplishments of our local youth. This turn out is a huge draw to our community. The tournament has grown in size so much that we have volunteers driving golf carts around the clock to shuttle Grandparents and anyone else that may need assistance. This year we are expecting our attendance to grow to over 4,000 people for the three day tournament. This is a huge community event that draws people into town on a summer weekend to spend money both at the Softball Complex and in our community. Through a collaborative effort between CICB and Duke Weisbrod of the Cambridge Softball Association we have made this into a great success to build community.

**Total investment over the last two plus years by CICB:  
 Estimate of \$34,700  
 Over 550 Man hours**

**Summary:**

We will play 220 games yearly on City of Cambridge fields. Our kids have the privilege on playing on some of the best baseball fields around. Most communities in our part of the state have not provided the types of baseball fields that our local kids play on. These fields are great because of the collaborative relationships built over time by the City of Cambridge, CICB and Cambridge Softball Association. We would like the City Council to strongly consider not charging CICB to use the baseball fields, but to keep our existing partnership in place. CICB is a non-profit organization; any increase in field usage cost would have to be passed on as either an increase in registration fees, reduction of play dates, and a reduction of scholarship money.

Thank You,

**CICB Board**

- Jeremy Bickford (Cambridge Resident)
- Ben Sickler
- Jeremy Hanzel (Cambridge Resident)
- Molly Krantz
- Julie Jones
- Nic Conde (Cambridge Resident)
- Jason Dahlberg (Cambridge Resident)
- Trent Kroschel (Cambridge Resident)
- Christian Anderson (Cambridge Resident)

# **Cambridge-Isanti Area Softball Association**

**P.O. Box 83, Cambridge, Mn 55008**

**Dear Marcia, Lynda, Mayor Palmer and Council,**

**April 26, 2017**

**Hope everything is going great!**

**As we enter the 2017 season, the ballplayers and spectators are excited, but we have had a tough time getting going, as it has just been way to miserable!**

**In response to your request, I have included a couple of documents that will describe how we operate. I can certainly get a little more detailed upon you request.**

**In the 2008-2009 era, when the Parkland Transaction was taking place, a couple of us worked very hard to keep the "positive attitude" amongst the Softball/Baseball world. Many folks were disgruntled, thinking that we wouldn't have a Ballpark to play at, and moved their teams to the northern suburbs and other locations. We were confident that the City of Cambridge was working diligently on the project and as I stated, we stayed very positive, as we knew the end result would be a fantastic Park! Many of those teams have come back.**

**Our CIASA board, is very committed and passionate about what we do. We are extremely grateful for the beautiful Sandquist Family Park, and we feel we have had a great working relationship with City of Cambridge staff. We also feel, that we have done our part, and will continue to do so. There were many people that donated large amounts of labor, as the building was being constructed, just as we did at the former location of the ballfields.**

**The following documents include an example of how (2) league fees are calculated, and the avenues of the disbursement of the league fee. Also included are some examples of some of the expenses that are incurred and attached to "Association Fees". We have used this format since the late 1980's. Having served as a director for the Minnesota Sports Federation for nearly 20 years, I have good insight on what many other communities do as well, if you would like some other examples. One item that is unique to our Association is, no director, or manager, gets an annual stipend or salary.**

**In closing, we think we have a great thing going, with the facility and the relationship with the City of Cambridge. If in fact, a "user fee" or "group charge", is imminent, we would hope it would be reasonable, and certainly not effective in 2017, as the league fees have been set.**

**Thank You**



**Duke Weisbrod**

**Cambridge-Isanti Area Softball Association**

**612 702 8183**

**dweisbrod@carouselmotor.com**

# Example of 2 various leagues for 2017 with breakdown:

(All leagues vary slightly due to # of games, softballs, etc.)

## Master's over 35 league

## Fall CO-Rec league

(based on 18 games)

(condensed season, based on 12 games)

2017 League Fee \$595.00

2017 League Fee \$400.00

(breakdown of each team fee)

(breakdown of each team fee)

Registration	Softballs	Association	Umpires	Pro Rated Cleaning
\$15	\$90	\$180	\$270	TROPHIES
To MN. Sports Federation	2 New per game	\$10 per game	\$15 per team x 18 Games	\$40

Registration	Softballs	Association	Umpires	State Fee	Pro-Rated Cleaning
\$10	\$60	\$90	\$174	\$31	TROPHIES
To MN. Sports Federation	2 New per game	\$7.50 per team x 12 Games	\$14.50 per team x 12 Games	PAID State Softs	\$25

### Where do association fees go?

- Golf Cart (For hauling and picking up garbage, etc.)
- Fence Cap (above fence for safety and visual)
- Garbage bags
- Garbage cans
- Daily Grooming (\$25 paid to person who gets the ballfields groomed daily, 3-4 hours)
- Striping (\$35 to person who stripes the foul lines, one or two times per week)
- Bases
- Grooming rakes
- Shovels
- Picnic tables (23 tables total, 4 new ones constructed for 2017)
- Hoses
- Paint
- Stain
- Toilet Paper
- Hand Towels
- Hand soap
- Website hosting and maintenance
- 300 foot markers (12 total @ \$75 per marker)
- Garbage dumpster (Approx. \$1700 est. for 2017)
- Cleaning (outside source billings est. at \$65 per day by approx. 40 days=\$2600) some funds integrated in league fee to subsidize)
- Office Supplies, advertising, postage for mass mailings

# **Cambridge Isanti Area Softball Association**

## **Mission Statement**

**(Exhibit D)**

***The Cambridge-Isanti Area Softball Association exists to promote, organize, and facilitate, quality MSF/NSF Softball leagues and tournaments at beautiful Sandquist Family Park, in Cambridge, Minnesota. We are the home of the Men's and Women's Cambridge Softball Classic, annually the 2<sup>nd</sup> weekend of June, and the North American Men's and Women's Softball Championships, annually the last weekend in August. We also assist in helping local youth and Church, Softball/Baseball organizations facilitate their respective leagues and tournaments.***

***We strive to provide a family atmosphere, that will allow visiting teams, events, and local enthusiasts, to feel at home, comfortable, safe, and wanted. All persons are welcomed, regardless of gender, race, religion, financial status, or ancestry.***

***We also hope to provide an economic impact for the City of Cambridge, and its surrounding area, by serving as a "World Class Facility.***



Prepared by: Marcia Westover

**Background/Overview**

A member of the Cambridge Planning Commission has requested that a discussion occur on pursuing the option of the City purchasing parkland on the Munkberg property. Attached is a map showing the Munkberg property. It was suggested the City develop the lakeshore for a park and potentially a beach recreation area. No formal vote was taken at the Planning Commission meeting however several members appeared interested in this discussion.

The Munkberg property in question is also known by City staff as Liberty Shores. A final plat of Liberty Shores was approved by the City Council on July 17, 2006. The final plat was never formally recorded and no development was ever done. It remains farmland today.

At the time of the Liberty Shores discussions in 2005/2006, parkland was discussed at length and revised several times. Due to the financial feasibility for the developer, the actual physical parkland dedication was proposed to be significantly reduced and discussions were held on fees in lieu of parkland. If the City was to call for the actual required parkland, then the developer wouldn't be able to continue with the project. Council discussed and ultimately preferred receiving cash in lieu of any parkland dedication (June 20, 2005 and Oct. 17, 2005 Council minutes).

Within the last year, a realtor has been in to City Hall interested in developing this area. The realtor also hinted the value of the lakeshore property could warrant higher end homes.

This park area has not been in our recent long range planning discussions. The Parks Commission is asked to re-evaluate the attached Long Range Plan and decide if a park in (what is known as) Liberty Shores should be re-visited. If this does become a priority, where does it fit into the priority ranking?

The Commission should keep in mind there is no money in the budget for this and Council has not identified this parkland in their 1-5 year visioning session. The area in Liberty Shores desired now for parkland was determined in 2005 to be the most attractive and highest valued area of the development (Oct. 17, 2005 Council minutes).

**Parks Commission Action**

Discuss the attached information and provide a recommendation for Council and staff on how and if you would like to charge park fees.

**Attachments**

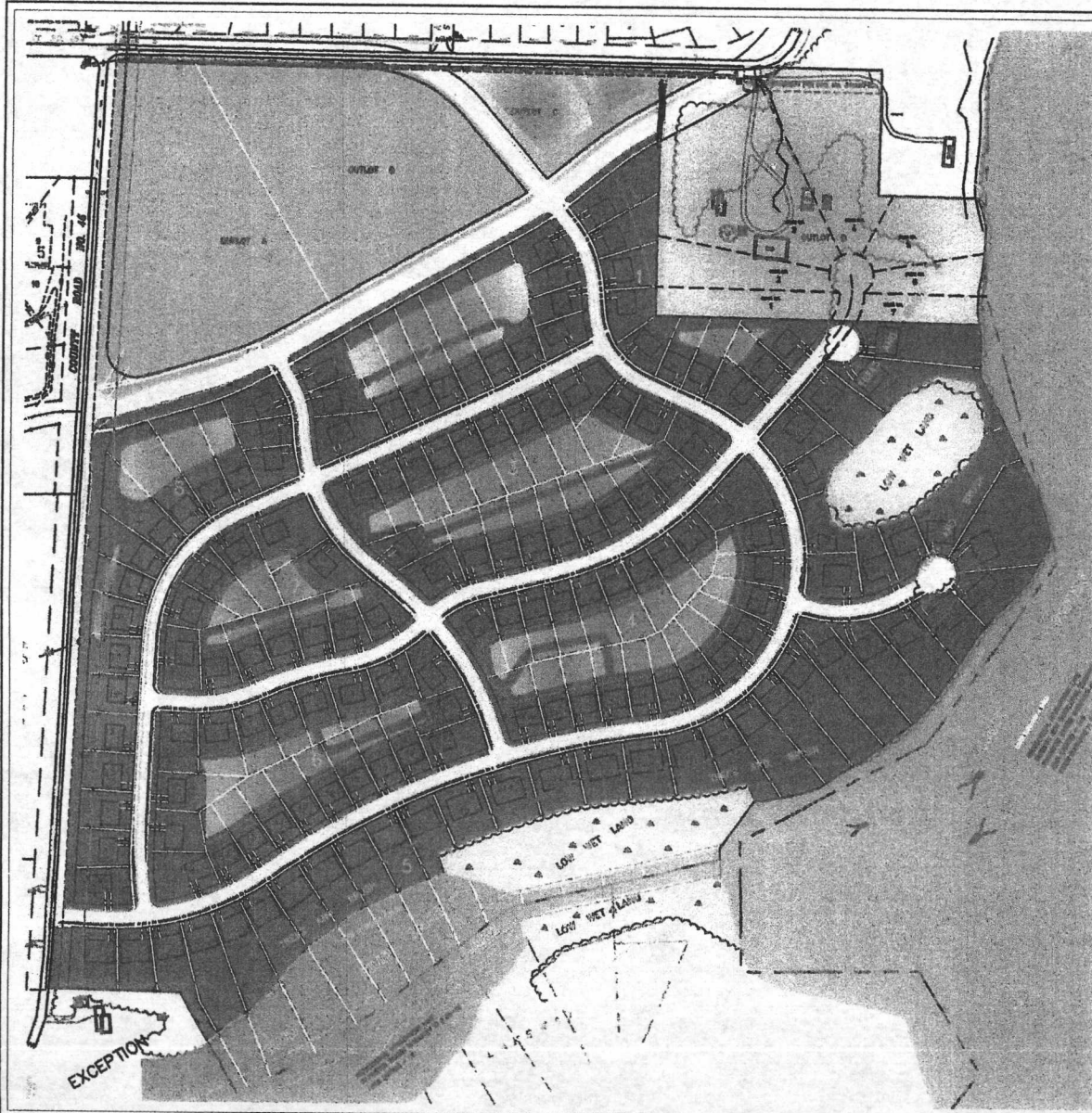
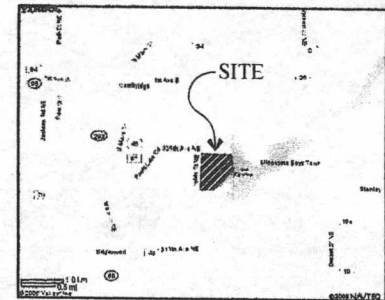
1. Map of Munkberg property
2. Liberty Shores sketch
3. Parks, Trails, and Recreation Commission's Long Range Plan



# Liberty Shores

## Cambridge, Minnesota

Developed by:  
Integra Homes, Inc.  
12721 Overlook Drive  
Dayton, MN 55327



2017 Long Range Plan/Priority Ranking and Timeline for Parks Improvements  
As established by the Parks, Trails, and Recreation Commission

Ongoing items in 2017-2018 - to be completed by Staff:

City Park

Some day-to-day park improvements are needed. Erosion control needs to be worked on throughout the park. Possibly install a sprinkler system in high traffic areas (bathroom facility, playground areas, amphitheater/shelters). Replace the sidewalk in the Overlook area and create a sidewalk to the steps down to the parking lot. Create gardens and solicit volunteers. Replace existing light poles and old fixtures.

Ice Rinks-Central Green

Grading around rinks, grass, landscaping. Move garage. Install LED lights for hockey lines. Pour pad for bleachers; bleachers will be moved from Sandquist Park seasonally. Sounds dampening chiller room. Solicit advertising for the boards. Convert rinks to another use in summer.

Rank	Improvement	Approximate Cost	Timeline
Now	Programs in City Park	City staff will be seeking grants for the following: <ul style="list-style-type: none"> <li>• Summer Concert Series</li> <li>• Movies in the Park</li> <li>• Painting in the Park</li> </ul> \$20,000  Partner with Community Ed Programs \$? – Rental Equipment program (canoes, kayaks, cross country skis, fat tire bikes, etc.)	Current
1	Central Green	Swing Set \$3,000 (this was recently requested) (a simple swing-set would be about \$3,000) The swing set at WaterTower Park was donated by the Cambridge Lions and SEH. Potential to seek donations for this...	1 year
2	Pioneer Park	3 hole Disc Golf \$1,000	1-2 years
3	Splash Park (Beach at Joe's Lake not recommended due	\$213,000 60 x 90 Max Capacity = 360 occupants Central Green north of Ice Rinks	1-2 years

	to the quality of the water-swamp like)	(City Park lacks level ground, Sandquist Park runs off a well-no water pressure) \$150,000 Restroom/Shower/Changing Facility (required for splash pad)  Trees or screen for townhomes at Central Green needed	
4	Brown Park Bankshot Court	Bankshot playcourt (Diversity based on Universal Design, i.e. Autism) \$20,000 - \$30,000 (equipment, poles, and playing surface) 30 x 40 space needed (concrete or asphalt preferably for wheelchairs) Package includes Equipment, boards, rings, signs. Poles we can purchase locally and Public Works can do labor. (Location in Central Green)	1-2 years
5	Sandquist Park	Multi-Use Field (Football, Soccer, Lacrosse, etc.) 200' x 300' field is planned and will cover the size of all 3 fields \$24,000 grading \$9,000 irrigation \$50,000 lighting (optional)	2 years
6	Sandquist Park	\$200,000 – Softball field \$230,000 – Baseball field	5 years
7	C-I Bike/Walk Trail Connection	\$475,000 – paving, gravel, grading, clearing, drainage \$100,000 – easements \$125,000 – engineering, legal, fiscal, permits <b>Total - \$700,000</b>	2-5 years
8	Ice Rinks	\$585,000 – Dome cover (220' x 105')  \$? Mounted Speakers (music, announcements)	5 years
9	City Park Future Improvements	Additional Parking \$120,000 – Parking Lot – 26 stall lot (concept A) (we purchased some additional foreclosed land a few years ago for future parking needs)	2-5 years
10	West Park, City Park	\$? Fat Tire Bike Trails  (this may happen sooner rather than later based on coordination with the Fat Tire Bike group and Public Works as it doesn't sound like much expense is needed for this) (the ranking is based on other priority items identified by Council. This trail system has not yet been discussed with Council)	2 years
11	Boiling Springs Trail	Undetermined at this point. Potential funding/grant needed for river bank restoration and snowmobile trail/bridge restoration	5+ years
12	Joe's Lake	\$? Develop Trails	5 years

	<b>Preserve</b>		
14	<b>Pioneer Park</b>	\$20,000 – Small Play Equipment	5 years
15	<b>City Park Future Improvements</b>	\$270,000 – Parking Lot – 60 stall lot (concept B) \$? Acquisition of additional property on Fern Street \$40,000 – Expanded play w/shade canopies \$8,000 – New picnic w/shelter \$10,000 – tot lot	5+ years