



**Parks, Trails, and Recreation Commission Meeting Minutes
Monday, March 14, 2022**

A Regular meeting of the Cambridge Parks, Trails, and Recreation Commission was held on Monday, March 14, 2022, at Cambridge City Hall Council Chambers, 300 3rd Ave NE, Cambridge, Minnesota, 55008.

Members Present: Commissioners Jeff Andres, Kriste Ericsson, Jeff Soderquist, Blake Ramlet, Lindsay Rassmann,

Members Absent: Christina Thayer Anderson, Jim Godfrey (City Council Representative)

Staff Present: Amy Norling, Community Development Specialist .

Call to Order, Roll Call, and Pledge of Allegiance

Andres called the meeting to order at 7:01 pm, moved by commissioner Ericsson and seconded by Soderquist and lead the Commission in the Pledge of Allegiance.

Approval of Agenda

Ericsson moved, seconded by Soderquist, to approve the agenda as presented. Motion passed unanimously.

Approval of Minutes

Ericsson moved, seconded by Soderquist, to approve the January 11, 2022 meeting minutes as presented with a few changes. Motion passed unanimously. The changes to note for the January meeting included that under the Organizational Meeting, commissioner Soderquist nominated commissioner Andres for the chair person. With no additional nominations, commissioner Soderquist was appointed vice chair. 2022 Summer Parks Programming, last paragraph is Country Camping other than 'county camping'. Motion to approve January 11, 2022 regular meeting minutes with the changes noted. Motion moved by Soderquist seconded by Ericsson.

Public Comment

There was no public comment.

New Business

Election of Staff Liaison

Norling stated that due to Levitski's resignation the position of the Parks, Trails, and Recreation secretary was now open and Norling-- as the staff liaison-- asked the commission to move to make her (Norling) the new secretary. Commissioner Ericsson motioned to nominate Amy Norling as the staff secretary for the Parks, Trails and Recreation commission. Motion seconded by commissioner Soderquist. Motion passed unanimously.

Andres would like to recognized the new member, Lizzie Rassmann, who moved to Cambridge from the east coast to Minnesota in January. Rassmann served on a few boards out east and is excited to be here.

2022 Summer Parks Programming Update

Norling opened the discussion by stating that the commission is currently a little further behind in the event planning than they would like to be. Due to the staff transition things are a little behind this year, but events are still on track to be able to advertise in adequate time. The City of Cambridge will be hosting eight concerts, which is larger than last year. Five of the concerts will be in the amphitheater in the City Park and three concerts will be in the downtown for Discover Downtown customer appreciation events. These downtown concerts are being held in conjunction with the

downtown Chamber of Commerce. The city will also be hosting Movies in the Park and four kids' events. The calendar of events was planned to help avoid overlap between other community events going on around Cambridge and Isanti. The goal is to entice the residents out to enjoy the event and the businesses on main street. Hoping to drive the event and business at the same time with the downtown city concerts.

The contracts for the bands have been sent and Norling is waiting for the contract submission. They are looking for lively bands to help community engagement. The commission inquired about whether food trucks will be available at the City Park concerts. Norling noted that for the City Park concerts they are planning to move forward with the Cambridge Bar and Grill food truck this year. They are thinking of asking the ice cream truck to come, but at this moment they are primarily working with Cambridge Bar and Grill food truck.

Soderquist provided a discussion of the website and its need to be updated. Norling mentioned that there has been discussion on how best to update the website whether it should all be on one staff member or a shared burden. The city was still in the process of making that decision.

2022 Summer Parks Programming- Kids Events planning

Norling was looking for input from the commission for the upcoming Summer Kids events. In the past they had an obstacle and water pad that was mainly staff operated. The event was well attended but was not well volunteered and the commission had to pull staff out of city hall that day. Having two staff for the bounce housing can be done with city hall staff. There is a mixed number of attendees, there has been rumors that around 200 people (mix of adults and children) have attended. In the summer time the city gets a lot of attendance from day cares in the area which is what the events are being geared toward.

The volunteer staffing for the events is something to consider moving forward as the Parks and Recreation staff is limited. Each event has been budgeted \$1,000 -not all the money has to be spent on one event, it can be moved around as the commission sees fit.

As staffing has been a consistent issue with the parks' events, Norling suggested that the commission can create a list of volunteer opportunities and ask that any interested parties to sign up. Ericsson suggested that perhaps high school students and/or organization like 4H / Boy Scouts / Girl Scouts as volunteers for the kids' events. Norling stated that they do have the resident base to start proposing volunteer opportunities. Norling also mentioned that another thing to think about with volunteers for kids' events is that the city will have to conduct background checks.

Action Items

Directive on the types of events that the commission would like to see in the parks. Inflatable parties with 10-20 bounce houses are normally well attended. There were some cool bounce houses available that would be able to fit into the budget. The city could do a waterslide, bounce house and obstacle course all in one event. They have hired the circus show and had them out twice and the circus is known in the community.

Commissioner Ericsson suggested a consideration for future events is the Raptor Center for older kids. Kayaking or canoeing on the river may also appeal to older kids and to go to bigger stores such as REI or DNR or Fleet Farm do a promotional event at the river "Safety on the River"

The commission chose:

- Bounce House
- Teddy Bear Band
- Magic for Munchkins & air brush tattoos
- Little Blue's Traveling Zoo
- Medallion Hunt

Goal Setting

With a new staff liaison, Norling would like to know what the goals for the commission would be.

Prioritizing Goals:

- The Local Options Sales Tax Update
- Bike Racks at the parks (Action Item: commission would like an update on where the bikes have been installed)
- Green Step Cities
- Family Friendly Restrooms/ Restroom discussions (Action Item: How are bathrooms labeled in the parks?)
- Park Ranger Program / Adopt a Park (Action Item: Norling to research)
- website

Long Range Plan

The long-range plan was last discussed and updated in 2021. If the commissioners have any suggestions or views on the long-range plan, they are encouraged to discuss it with Norling. The Cambridge Isanti Bike trail connection that is going to be funded by the local options sales tax and they have received enough of that sales tax to accomplish the bike trail paving. It is a project on the administration's desk right now and Cambridge is excited to move forward with it. The commissioner asked for handicapped parking available?

Other Business/ Miscellaneous

City Council Update

Norling brought attention to the strategic plan that was outlined by Administrator Vogel and that the city is currently looking at electronic ports for City Hall and there is currently one at one of the parks. There is potentially another charging port at the Good Will. (Action Item: To get an inventory of the charging ports for vehicles). The building department is going strong and seeing some fun changes such as having a new Taco Bell.

Commissioner Concerns

Commissioner Ericsson requested an update on a park that had a ribbon cutting. The last update that Norling had on that was that they were looking into a management company to rent out shuffleboard equipment for the community to rent out.

Action Item: Norling to check with Public Works to see if there is an update on equipment rental. Commissioner Ericsson also suggested having an extra picnic table available for the community to utilize.

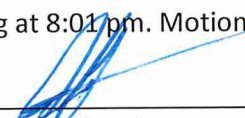
The commission also discussed that they would like to have more signs advertising the parks.

Staff Liaison Update

Norling updated the commission on the community garden's upcoming season and that there are still plots available.

Adjournment

Soderquist motioned, seconded by Ericsson to adjourn the meeting at 8:01 pm. Motion passed unanimously.



Chair Jeff Andres

ATTEST:



Amy Norling, Community Development Specialist