

**ISANTI COUNTY  
PARKS AND RECREATION COMMISSION  
MEETING AGENDA  
5:00 P.M. Tuesday, February 24<sup>th</sup>, 2026  
ISANTI COUNTY GOVERNMENT CENTER  
555 18<sup>th</sup> AVE SW, CAMBRIDGE, MN 55008**

**Proposed Agenda**

- A.** Call to Order
- B.** Public Comment
- C.** Approval of Agenda
- D.** Approve Minutes of January 27<sup>th</sup>, 2025 Meeting
- E.** Up-to-Date Budget Report through January 2026
- F.** Bills & Invoices
- G.** Director's Report
  - 1. Programs & Events
  - 2. Spring Burn Schedule
  - 3. Becklin Park Bench Donation
  - 4. Friends of Anderson Park Grant Application
  - 5. Special Use Permit – Rum River Camera Club
  - 6. Park Visitor Counts
- H.** Other Business
  - 1. Becklin Park – Paved Access Agreement
  - 2. Per Diems
- I.** Next Meeting – March 24<sup>th</sup>, 2026 – 5:00 pm
- J.** Adjourn

DRAFT – THESE MINUTES HAVE NOT BEEN APPROVED

**PARKS & RECREATION COMMISSION MINUTES – January 27<sup>th</sup>, 2025 - 5:00 P.M.**

**ISANTI COUNTY GOVERNMENT CENTER**

**555 18<sup>th</sup> AVE SW, CAMBRIDGE, MN 55008**

Voting Members Present: Adam Curtis, Susan Blom, Hazel Erikson, Carol Urness, Tom Schibilla, Luke Merrill, Bob Shogren, Bob Betsinger, Amy Peterson, Kathy Bowlin

Voting Members Absent: Bill Berg

Staff Present: Barry Wendorf

**A.** The meeting was called to order at 5:00 p.m. by Parks Director Wendorf

**B.** Elect Chair & Vice Chair – Schibilla nominated Blom for Chair, seconded by Erikson. Shogren nominated Merrill for Chair, seconded by Curtis. Blom received five votes to Merrill's four votes, with Merrill abstaining. **Blom voted as Chair.** Shogren nominated Merrill for Vice Chair, seconded by Betsinger. Urness nominated Schibilla for Vice Chair, seconded by Erikson. Schibilla received five votes to Merrill's four votes, with Merrill abstaining. **Schibilla voted as Vice Chair.**

**C.** Public Comment – County Commissioner Christensen attended the meeting to further understand the Isanti County Park System.

**D.** Agenda – Peterson motioned, Shogren seconded to approve the amended agenda. **Motion carried.**

**E.** Minutes – Shogren motioned, Peterson seconded to approve the November 25<sup>th</sup> Park Board Minutes. **Motion carried.**

**F.** Budget Report – Peterson motioned, Urness seconded to approve 2025 Budget Report with a recommendation to appropriately allocate Office Admin position. **Motion carried.**

**G.** Bills & Invoices – Shogren motioned, Schibilla seconded to approve bills & invoices for the months of January (\$2,209.89) & December (\$86,337.25). **Motion carried.**

**H.** Director's Report

1. 2025 Annual Report Presentation

2. Programs & Events – Intro to dog sledding held at Anderson Park on January 10<sup>th</sup> through the Little Wilderness Program. Fat tire bike race cancelled. Winter trail day event TBD.

3. Parks Maintenance Worker Position – Nick Jones was hired as Part Time Park Maintenance Worker. Nick started January 6<sup>th</sup>.

**I.** Other Business

1. Phase I Development Springvale Park – County Board approved bid from Huffcutt Concrete to install the Vault Restroom in the amount of \$56,615. Signs, kiosks, and electricity are left to be completed.

2. Wildlife Photography Special Use Permit Request – A Special Use Permit was reviewed and will be issued to Mike Patten.

3. Friends of Anderson Park Group Structure Transition – they have filed for non-profit 501c3 status and created an Endowment for donation purposes with the ultimate goal of constructing a Nature Center at the park.

4. Cambridge Park Ex-Officio Member – City of Cambridge stated that bylaws state only City residents or County Staff can be members of the Park Board. Shogren will talk to City about becoming a representative as he is a Cambridge City resident and an Isanti County Employee.

5. Teams Meeting Difficulties – Parks Director will talk with County IT to help set up future meetings.

6. Per Diems / Conflict of Interest Compliance Statement

**J.** Next Meeting Scheduled for Tuesday, February 24<sup>th</sup>, 2026 – 5:00 p.m. at **Isanti County Government Center**

**K.** Adjourn - Peterson motioned, Curtis seconded to adjourn meeting at 6:52 pm. **Motion carried.**

Submitted by, Barry Wendorf - Isanti County Parks Director

## PARKS & RECREATION FINANCIAL REPORT - JANUARY 2026

<b>EXPENDITURES:</b>	<u>Year to Date</u>	<u>Budgeted</u>	<u>Balance</u>	<u>Proj. Exp.</u>	<u>Proj. Balance</u>	
6103 Salaries & Wages - Permanent	18,069.76	239,306.00	221,236	239,306.00	0	Div Lead/Maint Lead/Admin/Ditch
6105 Salaries & Wages - Part Time	1,737.67	49,406.00	47,668	49,406.00	0	Maintenance - 1000 hrs
6151 Life Insurance	6.32	68.00	62	68.00	0	
6153 Health Insurance	2,941.88	35,302.00	32,360	35,302.00	0	
6154 Dental Insurance	126.66	1,013.00	886	1,013.00	0	
6157 Cash In Lieu of Insurance	333.36	2,000.00	1,667	2,000.00	0	
6163 PERA	1,485.54	21,623.00	20,137	21,623.00	0	
6175 FICA	1,474.56	22,056.00	20,581	22,056.00	0	
6178 MN Paid Leave	89.58	1,269.00	1,179	1,269.00	0	
6180 Per Diem	0.00	6,600.00	6,600	6,600.00	0	Park Board - \$60/meeting
6201 Internet Service	0.00	500.00	500	500.00	0	Hot Spot
6205 Postage & Shipping	0.00	500.00	500	500.00	0	Event Mailings
6208 Cell Phones	65.00	780.00	715	780.00	0	\$65 / mo
6241 Training / Registration	0.00	5,350.00	5,350	5,350.00	0	Safety Trainings
6245 Membership Dues	0.00	400.00	400	400.00	0	GMPT
6246 Advertising & Employment Ads	0.00	500.00	500	500.00	0	
6250 Electricity	0.00	3,000.00	3,000	3,000.00	0	Shop/Anderson/Becklin/ Dog Park
6254 Refuse Removal	0.00	3,000.00	3,000	3,000.00	0	Mattresses/Dumpster/Tires/TV
6260 Professional & Technical Services	81.80	35,850.00	35,768	35,850.00	0	Nyman/Stamm/Security/ EAB
6262 Computer Software Licences	0.00	250.00	250	250.00	0.00	Licenses
6283 Conservation Services	0.00	19,700.00	19700	19,700.00	0	Invasives / Prairie / Buckthorn Mgt
6303 Vehicle Repairs	0.00	0.00	0	0.00	0	
6304 Vehicle Maintenance	0.00	150.00	150	150.00	0	Oil Changes, Car Washes
6307 Equipment Repair & Maintenance	39.95	5,650.00	5,610	5,650.00	0	Tractor/mower/UTV/plow/snoomb
6333 Travel Expenses - Mileage	0.00	1,000.00	1,000	1,000.00	0	Park Board Meetings
6334 Travel Expenses - Room & Board	0.00	150.00	150	150.00	0	
6343 Rent - Machinery & Equipment	500.00	9,680.00	9,180	9,680.00	0	Lavatory rental
6344 Vehicle Leases	642.21	10,420.00	9,778	10,420.00	0	trucks / mowers
6378 Regulatory Charges	0.00	200.00	200	200.00	0	House Demo Permit / Drone Reg
6379 Vehicle Registration	0.00	400.00	400	400.00	0	License Tabs
6401 Furniture	0.00	2,000.00	2,000	2,000.00	0	
6402 Printed Materials	0.00	2,000.00	2,000	2,000.00	0	Brochures
6403 Office Supplies	0.00	500.00	500	500.00	0	paper/supplies/envelopes
6405 Computer Supplies	0.00	2,500.00	2,500	2,500.00	0	Laptop / monitor
6410 Program Supplies	299.39	20,000.00	19,701	20,000.00	0	Operations/Signs/Gravel/Mulch
6411 Heating Fuel Oil	0.00	1,500.00	1,500	1,500.00	0	Propane Tank @ Shop
6450 Uniforms	150.00	700.00	550	700.00	0	Boot Allowance
6560 Fuel	0.00	8,600.00	8,600	8,600.00	0	Park Trucks / Equipment
6562 Tires	0.00	500.00	500	500.00	0	Truck Tire
6565 Machinery & Vehicle Parts	0.00	2,000.00	2,000	2,000.00	0	Blades/Chains/Oil/Filters/Batteries
6843 Taxes & Special Assessments	0.00	0.00	0	0.00	0	
6680 Equipment & Machinery	0.00	1,000	1,000	1,000	0	Stamm Farm Development Grant
<b><u>TOTAL</u></b>	<b><u>28,044</u></b>	<b><u>517,423</u></b>	<b><u>489,379</u></b>	<b><u>517,423</u></b>	<b><u>0</u></b>	
<b>REVENUES:</b>						
5301 State Grants	0.00			116-5011 Forfeited Prop.	0.00	
5503 Shelter Reservation Fees				116-5114 Building Permits	500.00	
5860 Refunds & Reimbursement (truck)				118-5751 Donations		
<b><u>TOTAL REVENUES INTO BUDGET</u></b>	<b><u>0</u></b>	<b><u>TOTAL REVENUES INTO RESERVE FUND</u></b>		<b><u>500.00</u></b>		

Bills & Invoices / February 26

	Amount	Account
Per Diems - January / Park Board	\$540.00	PD
Mileage - January / Park Board	\$69.18	M
Hot Spot Service / Verizon	\$40.01	IS
QR Code Generator / QR.IO Generator	\$35.00	S
Cell Camera / Black Gate	\$6.47	S
3/4 Ton Engine Air Filter / Napa	\$33.73	MVP
Foam Sprayer Burn Equipment / Cascade Fire Equipment	\$485.00	PS
Dust Masks, Oil Filter, Air Filter, Oil, Saw Blades / Fleet Farm	\$193.90	PS
Tractor Heater Block Kit / Crawford Equipment	\$294.75	ERM
Postage	\$2.96	PO
Fuel – truck, equipment / Wright Express	\$397.87	F
Security System Monitoring - Shop / WH Security	\$163.60	PTS
Rafter Ties, screws, lumber, Oil, Hinges / Menards	\$533.72	PS
Lumber, Shop Lights / Menards	\$55.55	PS
ATV Shock Wrench, Oil, Element / Larson Cycle	\$72.59	MVP
Laminate Pouches, Office Chair / ULINE	\$371.54	F
Portable Restroom Rental & Service / LRS	\$500.00	R
Electricity Springvale / East Central Energy	\$212.81	E
Electricity Becklin / East Central Energy	\$46.24	E
Electricity Anderson / East Central Energy	\$54.21	E
Electricity Dog Park / East Central Energy	\$50.82	E
Lag Screws / Menards	\$37.53	PS
Sweeping Compound / Fittings for Fire Hose / Menards	\$52.84	PS

**Grand Total of Bills & Invoices = \$4,250.32**

**Reimbursement - Springvale Phase I Development / Park Legacy Grant \$154,027.59**

Park Reserve Fund Balance (Acquisition & Development)

**2/17/2026 Update**

End of '17 Auditor's Reserve Fund Balance	\$260,074.04
End of '18 Auditor's Reserve Fund Balance	\$386,889.61
End of '19 Auditor's Reserve Fund Balance	\$352,540.16
End of '20 Auditor's Reserve Fund Balance	\$390,493.57
End of '21 Auditor's Reserve Fund Balance	\$365,491.04
End of '22 Auditor's Reserve Fund Balance	\$426,038.68
End of '23 Auditor's Reserve Fund Balance	(\$49,638.47)
End of '24 Auditor's Reserve Fund Balance	\$148,063.33
End of '25 Auditor's Reserve Fund Balance	\$120,826.72
<b>Springvale Phase I Development (\$84,200 match)</b>	<b>\$0.00</b>
	Reimbursed \$154,027.59
Nyman Property Taxes	\$0.00
2025 Building Permit Fees	\$500.00
<b>Reserve Fund Balance available 2025</b>	<b>\$275,354.31</b>