

PARC Meeting Minutes 1/25/21

Attendance:

Christine Magler

Carrie Ludtke

Mike Halliday

1. Start time 6:00pm
 - a. Christine motioned
 - b. Carrie 2nd
2. January minutes approved?
3. Fairway Flyers new sign needs to be positioned better.
 - a. Remove old sign.
4. Hockey rink is a huge success. We have five volunteer's and looking to expand that.
5. Park Facebook page is on hold. We cannot figure out how to turn off Facebook comments.
6. The Linwood Twp website is being updated.
 - a. We would like new park pictures and new introductions for each park.
7. TrueGreen is going to address sand burrs at Four Seasons playground and Boettcher trails.
 - a. Mike H. will ask TrueGreen in March.
8. Reviewed 2021 & 2022 budget.
 - a. Do we have money in PARC capital?
9. The township hired a new full time maintenance person.

End 7:33pm

David motioned

Carrie motioned to approve

Next Agenda

1. Mike Halliday will bring the year to date budget, as well as the 2019 budget.
2. Capital Funds.
3. Review August and September minutes.
4. Update on bump stops at Broadbent Park.
5. Aluminum sign update.
6. Grass treatment 2021.
7. Ice rink / warming shack plan.

8. Extend membership terms for Kris Millerbernd from current to 2021. We need her agreement.
9. Tree trimming and warming shack repair/bid.
10. Park brochure to use for the Geocaching event.
11. Mountain bike trails.
12. Put mulch refill on a bi-yearly rotation.

PARC Meeting Minutes
February 22, 2021

Attendance: David Johnson, Laura Kearns, Carrie Luedtke, Craig Cold, Mike Halliday, Tim Peterson

Absent: Christine Magler

1. Called the meeting to order at 6pm
2. No minutes to approve from last month
3. TruGreen Quote - additional \$690 for spot treatment at the walkways in main parks. Total contract \$4,460. Motion to approve: David, Second: Laura
4. Linwood Family Fun Day - How will the PARC board participate? LFFD committee requested last fall that we consider a geocache event. Would need to get maps and possibly passport books/stamps made. If we don't do a geocache event we could do a medallion hunt. Come with ideas for next month. Ask a LFFD committee member to attend our next PARC meeting to discuss.
5. Bump stops at Broadbent will be installed in the spring. They have not been ordered yet.
6. Flooding of the ice rink stopped due to the cold snap and has started again with the warmer weather. Ordered new shovels from Amazon. Mike will get the names and addresses of the rink volunteers so the PARC board can send thank you cards.
7. Terms are 3 years. Do they start at the calendar year or run from June - May? Mike H will follow-up.
8. Potential new development per P&Z. Will need to decide if we want a park or money. Mike will review the park dedication funds balance.
9. Park tour is coming up - may need to split up in small groups this year due to COVID
10. Consider having every PARC board member adopt a park and check on it every few weeks
11. Tentative park budget was approved with the only change being that capital was reduced from \$10,000 to \$5,000
12. If maintenance staff has ideas or suggestions we welcome them to attend the PARC meetings so we can collaborate with them.
13. Meeting adjourned 6:36pm. Motion: David, Second: Laura

PARC Meeting Minutes 3/29/21

Attendance:

David Johnson
Christine Magler
Laura Kearns
Carrie Luedtke
Mike Halliday

1. Start time 6:00pm
 - a. Christine motioned
 - b. Laura 2nd motion.
2. The park tour will be April 26th 2021. 6:00pm.
3. Tennis courts at Broadbent Park needs court repair and nets replaced.
4. Linwood Family Fun Days are scheduled for 2021.
 - a. What will the PARC Board help with?
 - b. Movie in the park, ice cream social, geocaching, medallion hunt.
5. PARC Board member terms are through June 2021.
 - a. David 2021-2024
 - b. Laura 2020-2022
 - c. Christine 2020-2022
 - d. Carrie 2020-2022
 - e. Craig 2020-2023
6. Bump stops at Broadbent Park are in the works. Mike Halliday is working on this.
7. Marti Phillips is looking for t-shirts and bags for a community clean up project. Mike is checking on this.
8. Lacrosse team is requesting to use Boettcher Park.
 - a. PARC Board approves. Laura 2nd the motion.
9. Can the Lacrosse team fundraise to build a practice wall?
 - a. This will be brought to the Town Board Meeting for approval.

End 6:45pm

David motioned.

Laura 2nd the motion.

Next Agenda

1. Mike Halliday will bring the year to date budget, as well as the 2019 budget.

2. Capital Funds.
3. Aluminum sign update at Disc Golf.
4. Grass treatment 2021.
5. Ice rink / warming shack plan.
6. Tree trimming and warming shack repair/bid.
7. Park brochure to use for the Geocaching event.
8. Mountain bike trails.
9. Put mulch refill on a bi-yearly rotation.

Park Tour 4/26/21

Attendees: David Johnson, Carrie Luedtke, Mike Halliday

Alquist Park

- Swing set options
- Basketball hoop net
- Play equipment – missing fireman's pole?
- Fence around electrical boxes

Fairway Flyers Park

- Both wood signs ✕
 - Remove wood posts
 - Install new metal posts
 - Try to achieve 6 feet high on signs

Olympic Green Park

- New nets for basketball hoops

Boettcher Park

- Discuss pylons for middle of parking lot to reduce burnouts
- Stand-alone slide
- Rubber mulch needs to be replenished

Gibbons Park

- Replace basketball hoop net
- Weed control in play areas

Playful Shadows Park

- New mulch from last year looks great
- Equipment in good shape

Four Seasons Park

- Paint hockey boards
- Paint wooden sign
- Remove mounds and plants around sign
- Paint over graffiti underneath skateboard park ramps
- Missing handicap/wheelchair pads in play area
- Sealcoat skateboard park
- Install volleyball net
- Drag volleyball play area sand
- Dog park area?
 - Waste container
 - Add bench

Birchwood Park

- 5+ acres of undeveloped heavily wooded area

- Possible park ideas

Broadbent Park

- Remove the 'No Parking' sign
- Paint blue handicap blue parking stalls
- Caulk basketball backboards for wasps
- Paint wooden sign
- Remove plants and edging from underneath sign
- Paint ~~pavilion~~
- Tennis court cracks – get estimate ~~*~~
- Get wind screen estimate for tennis court fencing
- Install 'No Skateboarding' signs

PARC Meeting Minutes 5/24/21

Attendance:

David Johnson
Christine Magler
Laura Kearns
Carrie Luedtke
Mike Halliday
Mark Cawley
Erin Clarkowski
Sara Nelson

1. Start time 6:00pm
 - a. David motioned
 - b. Laura 2nd motion.
2. We have added a portable restroom at Alquist Park. The cost is \$67.00 per month.
3. We have welcomed Erin Clarkowski as a new PARC Board member.
4. We have two additional people interested in joining the PARC Board. Mark Cawley and Sara Nelson.
 - a. We will approve terms at the June meeting.
5. David will confirm if Craig Cold will fulfill his term.
6. LFFD:
 - a. Geocaching will be an event hosted at Linwood Family Fun Days. We will use maps on hand or create a new map. There are 7 parks available.
 - i. PARC Board will have boxes to use.
 - ii. PARC Board will create a prize for the geocaching winner.
 - b. LFFD will host an event at Fairway Flyers.
 - c. Friday night movie in the park.
 - d. Medallion hunt will run again this year. David and PARC Board will help with the prize basket.
7. PARC Board is creating a Facebook page.
8. Reviewed park tour from April. David motioned to approve tour, Carrie 2nd the motion. Here are the items we have marked high priority:
 - a. Replace Fairway Flyer sign and missing boards.
 - b. Repair tennis court at Broadbent Park.
 - c. Replace swing set at Alquist Park.
 - d. Get a quote for mulch for Boettcher Park.
 - e. Four Season Park:
 - i. Repair handicap pad under swing set.
 - ii. Hockey rink repair and paint.
 - iii. Graffiti on skateboard ramp.

9. There is a full time maintenance position open.
10. Can the Linwood Twp office let the PARC Board know about letters of interest in joining the PARC Board?
11. We will postpone member terms until June 28th.

End 7:35pm

David motioned.

Laura 2nd the motion.

Next Agenda

1. Mike Halliday will bring the year to date budget, as well as the 2019 budget.
2. Capital Funds.
3. Aluminum sign update at Disc Golf.
4. Grass treatment 2021.
5. Ice rink / warming shack plan.
6. Tree trimming and warming shack repair/bid.
7. Park brochure to use for the Geocaching event.
8. Mountain bike trails.
9. Put mulch refill on a bi-yearly rotation.

PARC Meeting Minutes 6/28/21

Attendance:

David Johnson
Christine Magler
Laura Kearns
Carrie Luedtke
Mike Halliday
Mark Cawley
Erin Clarkowski
Sara Nelson

1. Start time 6:00pm
 - a. David motioned
 - b. Carrie 2nd motion
2. Change spelling of Mark's name.
 - a. David motioned.
 - b. Laura 2nd
3. Geocaching update:
 - a. Laura found whole punches to use. She will email out the link.
 - b. Carrie found whole punches. She will also email out the link.
 - c. Carrie had Tupperware containers to hide geocaching material.
 - d. Carrie will hide the geocache. Mark will help too.
 - e. Where will we place the maps for pick up?
 - f. David will find out if the park brochure's we have can be listed on the website.
 - g. Geocaching will begin 2 weeks prior to August 24th. What date?
 - h. Carrie will give LFFD our geocache ideas.
4. David is planning the details for the medallion hunt.
 - a. He will email Nancy with details.
5. Olympic Green has seen ATV's driving through the park. We have signage on site and will continue to monitor.
6. We discussed cleaning of park equipment.
7. We will start the adopt-a-park program among the PARC board members.
8. Mike Halliday reviewed park updates:
 - a. Basketball nets have been replaced.
 - b. The handicap area needs to be ADA compliant or handicap accessible at Carol Broadbent Park.
 - i. Erin C. will work on getting a drawing sketched up.
 - c. Pricing for rubber mulch at Boetcher Park was \$15,000.00.
 - d. Hockey rink boards at Four Seasons were graffitied.
 - e. Disc golf sign is on order.

- f. We have not hired an additional full-time maintenance person.
 - g. We have hired two seasonal to assist.
 - h. Martin Lake Shores is going to get an improvement through the watershed grant project. The catch basin needs to be bigger.
- 9. ARPA Grant might be available to Linwood Twp.
- 10. Park labor hours and budget needs to be clearer. We need to review if we will be over budget this year.
- 11. All park repairs will be prioritized. Safety will be the take priority.
- 12. Boetcher Park is overgrown with weeds on the pathway.
 - a. Mike H. is checking with TrueGreen.
 - b. Possibly move bump stops from Carrol Broadbent to Boetcher to stop vehicles from driving through.
- 13. Martin Lakes Shores has a safety issue with a tire causing a trip hazard.
- 14. Member term positions have been voted on.
 - a. Mike Halliday – supervisor
 - b. David Johnson – Chair 2021-2024.
 - c. Laura Kearns – Vice-Chair 2020-2022
 - d. Christine Magler – secretary 2020-2022
 - e. Sara Nelson – filling in for Craig's seat 2020-2023
 - f. Carrie Luedtke – 2020-2022
 - g. Erin Clarkowski – 2021-2024
 - h. Mark Cawley – 2020-2023
- 15. Conclude meeting at 7:08pm.
 - a. David motioned to adjourn, Carrie 2nd.

PARC Meeting Minutes 7/26/21

Attendance:

David Johnson
Christine Magler
Laura Kearns
Carrie Luedtke
Mike Halliday
Mark Cawley
Erin Clarkowski
Sara Nelson

1. Start time 6:00pm.
 - a. David Johnson motioned to being our meeting.
 - b. Carrie Luedtke 2nd motion.
2. Motion to approve June minutes.
 - a. Laura Kearns motioned.
 - b. David Johnson 2nd motion.
3. Brian Robinson (resident) joined the PARC Board meeting. He would like to request additional 'no ATV' signage to be placed at Olympic Green Park.
 - a. He has seen destruction in the park.
 - b. We have recommended he call authorities if needed.
4. Tony in the maintenance dept. has been in touch with a repair company to fix the tennis court cracks at Carroll Broadbent Park.
5. No skating signs have been placed at the tennis courts at Carroll Broadbent Park.
6. Boettcher Park has been sprayed for weeds.
7. The hockey boards at Four Seasons Park have been painted. Mike Halliday will stripe it.
8. Martin Lake Shores park sign has been replaced. We have also resolved the trip hazard issue.
9. Mike Halliday has reviewed the PARC Board budget and believes we should be on target.
10. Alquist Park needs a new swing. Fall project to collect quotes.
11. Pricing for the handicap accessible striping is being put together for Carroll Broadbent Park and a few other parking lots.
12. Adopt-A-Park is back and each PARC Board member will oversee a few parks. Please forward all safety issues immediately to Mike Halliday. All other action items can be discussed at our monthly meetings.
 - a. Alquist Park = Sara Nelson
 - b. Boettcher Park = Carrie Luedtke
 - c. Broadbent Park = Erin Clarkowski
 - d. Fly-A-Way Disk Gold = Mark Cawley

- e. Four Seasons Park = Christine Magler
 - f. Givens Park = Carrie Luedtke
 - g. Martin Lake Shores = Erin Clarkowski
 - h. Olympic Green = David Johnson
 - i. Paradise Point Park = Sara Nelson
 - j. Playful Shadows Park = Laura Kearns
 - k. Town Hall Park East = Christine Magler
13. Geocache update:
- a. Mark Cawley and Carrie Luedtke will place all geocache for LFFD.
 - b. Website link to the brochure we have on site at the town hall.
 - c. We need prizes.
 - d. Open geocache will go live Labor Day weekend.
14. ARPA Grant goes through Anoka County. Pam is looking into this opportunity.
15. PARC Board members will host a booth at LFFD. We will discuss times at our August meeting.
16. Carrie Luedtke is working on opening a Linwood Parks Facebook page.
17. Medallion Hunt:
- a. David Johnson will work on the details on the event for LFFD.
 - b. Please feel free to donate to the prize pack.
18. NFC Outdoor Exercise has grants and financing available. David Johnson will send out information and we will discuss at our August meeting.
19. Safety Issue – please expedite. Alquist Park has missing side rails. We need to fix this issue asap.
20. David Johnson to conclude this meeting.
- a. David Johnson motion to adjourn.
 - b. Laura Kearns 2nd the motion.

End time 7:15

PARC Meeting Minutes 8/23/21

Attendance:

David Johnson
Christine Magler
Laura Kearns
Carrie Luedtke
Mike Halliday
Mark Cawley
Erin Clarkowski
Sara Nelson

1. Start time 6:00pm.
 - a. David Johnson motioned to begin our meeting.
 - b. Carrie Luedtke 2nd motion.
2. Motion to approve July minutes.
 - a. Laura Kearns motioned.
 - b. Carrie Luedtke 2nd motion.
3. Alquist Park update by Sara Nelson:
 - a. Recent mowing is complete.
 - b. Fire pole has been installed.
 - c. There is cosmetic damage to the slide.
 - d. Weed kill is needed.
 - e. Park is in safe order.
4. Boettcher Park update by Carrie Luedtke:
 - a. Paths are free of weeds, looks great.
 - b. Post is bent, closer to Typo.
 - c. Garden edging needs a piece replaced.
 - d. Park is in safe order.
5. Broadbent Park update by Erin Clarkowski:
 - a. North baseball field is full of weeds.
 - b. Park is in safe order.
6. Fairway Flyerz Disc Park update by Mark Cawley:
 - a. A few signs with the custom mapping are missing. Mark will take photos and get the location's.
 - b. Mike Halliday will find the company we partnered with.
 - c. Park is in safe order.
7. Four Seasons Park update by Christine Magler:
 - a. Sand burrs need to be sprayed in playground area.
 - b. We need to remove the Tupperware that is being used, and a garbage can to replace it.

- c. Park is in safe order.
- 8. Givens Park update by Carrie Luedtke:
 - a. There is a bee's nest under the west basketball hoop. **Priority***
 - b. Someone sprayed their own basketball lines. Do we want to paint lines or sealcoat over?
 - c. Sand burrs in pebbles near swings.
 - d. Missing the top portion of the park sign.
- 9. Martin Lake Shores update by Erin Clarkowski:
 - a. There is a rowboat sitting near the picnic bench. Can we ask the neighboring property to move it off park property?
 - b. We've qualified for a grant through the watershed district to enhance the small pond.
 - c. Park is in safe order.
- 10. Olympic Green Park update by David Johnson:
 - a. We have placed additional signage stating 'no atv or motorized vehicles.'
 - b. Main pathway needs to be sprayed for sand burrs.
 - c. Park is in safe order.
- 11. Playful Shadows Park update by Laura Kearns:
 - a. There is graffiti on garbage can.
 - b. Weeds near shed.
 - c. Park is in safe order.
- 12. Mike Halliday update:
 - a. Mike has replaced and painted park signs.
 - b. Boettcher Park has one exercise piece that needs a part replaced.
 - c. Resident asked to have a wedding at the school forest. This has been approved by the board.
 - d. One seasonal worker is done for the season. We will have one seasonal worker on staff.
- 13. Geocache update:
 - a. Carrie and Mark will place all Geocache and details for LFFD.
 - b. Drawing for the grand prize will be 9/11 at 3:00pm.
- 14. Medallion Hunt update:
 - a. David is planning to start Labor Day weekend. He will plan the prize pick up.
- 15. PARC Board booth will be open from 10:00am – 4:00pm behind the town hall.
- 16. David Johnson to conclude this meeting.
 - a. David Johnson motion to adjourn.
 - b. Laura Kearns 2nd the motion.

End time 7:00pm

PARC Meeting Minutes 9/27/21

Attendance:

David Johnson
Christine Magler
Laura Kearns
Carrie Luedtke
Mike Halliday
Mark Cawley
Erin Clarkowski
Sara Nelson

1. Start time 6:00pm.
 - a. David Johnson motioned to begin our meeting.
 - b. Carrie Luedtke 2nd motion.
2. Motion to approve August minutes.
 - a. Laura Kearns motioned.
 - b. Carrie Luedtke 2nd motion.
3. Mike Halliday heard great updates from the LFFD event. There were several people who discovered new parks and the excitement was great.
4. LFFD update:
 - a. Geocaching was a success. 15-20 people found all park locations listed. Grand prize was handed out.
 - b. Medallion Hunt was also a success. People have become passionate about this event. The Medallion was found quickly this year.
 - c. LFFD booth offered behind town hall on Saturday, great information and it was a success.
5. Alquist Park update from Sara Nelson:
 - a. Could we place a picnic table near the playset?
 - b. We are missing a piece of equipment that was removed. Could it be replaced?
6. Adopt-A-Park plan:
 - a. If your park needs anything updated between meetings, please forward a photo of the need and your suggestion any time.
7. Could we consider incorporating park equipment for ages 8+? Several of our park's offer slides and equipment for toddler+ ages.
8. Fairway Flyers update from Mark Cawley:
 - a. He will take photo's of the missing signage and send it to Mike Halliday.
9. Motion to conclude this meeting:
 - a. David motion.
 - b. Laura 2nd the motion.

End time 6:37pm

PARC Meeting Minutes 10/25/21

Attendance:

David Johnson
Christine Magler
Laura Kearns
Carrie Luedtke
Mike Halliday
Mark Cawley
Erin Clarkowski
Sara Nelson

1. Start time 6:00pm.
 - a. Carrie Luedtke motioned to begin our meeting.
 - b. Laura Kearns 2nd motion.
2. Motion to approve October September minutes.
 - a. Laura Kearns motioned.
 - b. Carrie Luedtke 2nd motion.
3. Broadbent Park needs cracks repaired in the spring.
4. Two summer staff are done for the season.
5. We are looking into Sumac School Forest with the DNR and Anoka County.
6. The township is looking for one additional maintenance staff.
7. Mike Halliday will be sending out invitations for hockey rink volunteers.
8. Carrie Luedtke will post the skating rink updates and the maintenance position on the parks facebook page.
9. Please forward your adopt-a-park pictures and descriptions to Natalie directly.
10. Slide at Boettcher.
11. We would like to add a bench at Martin Lake Shores.
12. 2022 meeting schedule has been approved.
 - a. We will cancel December 2021 meeting.
13. There is a cinder block in the middle of the grass at Martin Lake Shores.
14. Motion to conclude this meeting:
 - a. Carrie Luedtke motion.
 - b. Christine Magler 2nd the motion.

End time 6:31pm

11-2021 Park Meeting Minutes

This meeting was cancelled.

12-2021 Park Meeting Minutes

This meeting was cancelled.