



**BALDWIN PARK COMMITTEE MEETING AGENDA
AUGUST 21, 2025 7:00 P.M.**

The Park Committee will be making site visits to Lake Helene, Lake Diane, and Elk Lake Rain Garden at 6:00 PM.

Call to Order

Pledge of Allegiance

Additions/Corrections to Agenda

Additions/Corrections to Minutes from July 17, 2025

PLAT:

Tabled Items:

New Business:

- a.) FunFest Results
- b.) September Park Meeting

Old Business:

- a.) Parking on 285th Avenue/Rain Garden
- b.) Researched Permanent Restrooms
- c.) Young Park/Goose Lake Parking Lot Expansion – Zac Good
- d.) Trail Sign Quotes

Park Updates – City Council Liaison Tom Rush

Other Business:

Adjourn

Disclaimer: This agenda has been prepared to provide information regarding an upcoming meeting of the City of Baldwin Park Committee. This document does not claim to be complete and is subject to change. A quorum of the City of Baldwin City Council may be present. One copy of the agenda and one copy of the packet materials are available for review by the public. The meeting will be video and audio recorded for transcription purposes only.



PARK COMMITTEE MEETING MINUTES

JULY 17, 2025

Call Meeting to Order: The Baldwin Park Committee Meeting was called to order by Chair Zac Good at 7:01 pm.

Pledge of Allegiance: All present recited the Pledge of Allegiance.

Present: Chair Zac Good, Vice Chair Sarah Koste, Committee members Mary Larson, Robb Rydmark, and Lester Kriesel.

Also present: City Council Liaison Tom Rush

Approval of Agenda:

Under New Business add:

C. Trail Cameras at Young Park

D. Discuss increase in park rental fees

E. Discuss designated parking at the Elk Lake rain garden.

Under old business add discuss having a separate volunteer committee for FunFest.

Mary Larson made a motion to approve the agenda as amended. Sarah Koste seconded. All in favor. Motion carried.

Approval of Minutes from June 26, 2025:

Sarah Koste made a motion to approve the June 26, 2025 Park Committee meeting minutes as written. Lester Kriesel seconded. All in favor. Motion carried.

PLAT: None

Tabled Items: None

New Business:

Trail Markers/Trail Signs at Young Park

The trail signs at Young Park are outdated. There were more trails created since the signs were made and they state Baldwin Township on them.

Robb Rydmark asked if the city's sign machine could make these signs. Zac Good stated no, the sign machine only makes street signs.

Robb Rydmark suggested reaching out to Minuteman. Zac Good suggested Jellyfish graphics. Tom Rush suggested M&R Sign.

Sarah Koste stated there needs to be a mark up of the current trails before we can get quotes. Tom Rush stated HR Green had one that was sent for the wetland delineation.

Zac Good stated that the park currently has 4 signs. We would need a total of 7 signs.

Robb Rydmark suggested having a "you are here" pinpoint on each sign.

Mary Larson asked what size the current trail signs are. Zac Good stated they are approximately 10x18.

Tom Rush suggested sending the HR Green map and the measurements to Minuteman, Jellyfish, and M&R sign to see what each company could offer and bringing that information to the August 21, 2025 Park Committee meeting.

Purchasing Trash Cans for Parks

Zac Good proposed putting a trash can out at Sandy Lake Beach. The current trash cans at Young Park work great and he is proposing to order the same ones. The proposed trash cans start out at \$339 each plus shipping.

Tom Rush suggested taking one of the metal trash cans from Young Park and putting it at Sandy Lake. Public Works can watch how much use this trash can gets before purchasing more durable cans. The Park Committee can look at purchasing bulk at a later date to update the other trash cans at Young Park.

Mary Larson made a motion to recommend approval to purchase a metal trash can and necessary materials for Sandy Lake Beach up to \$100. Lester Kriesel seconded. All in favor. Motion carried.

Trail Cameras at Young Park

Young Park has been vandalized multiple times over the past few weeks. The last incident included someone disconnecting a picnic table that was attached to a tree and throwing it into the marsh off the boardwalk. It may be time to consider cameras at Young Park.

Zac Good stated trail cameras are an option; however, they need to be triggered for them to work. There is an option to have a trail camera attached to a cell phone. Zac Good stated there is also an issue with the positioning of each camera. Mary Larson stated Walmart has a few good options for trail cameras.

Zac Good stated there is another option to get a larger security camera system, however there is no internet out at the park and a lot of options have wiring.

Tom Rush stated another option could be to hire a security company to set up a system for us.

Sarah Koste asked about purchasing internet from a cell phone company to install at the park. Zac Good stated the signal isn't the best at the park, but it could be an option.

The Park Committee looked through trail cameras on amazon.

Lester Kriesel made a motion to recommend approval to purchase trail cameras and hardware for up to \$500. Mary Larson seconded. All in favor. Motion carried.

Discuss an increase in park rental fees

Young Park rental fee is currently \$75 for four hours and \$125 for 8 hours. Tom Rush asked if the Park Committee would consider raising the rental fees at Young Park. Deputy Clerk, Kayla Nielsen, looked into other communities' rental fees and the surrounding cities match our current rental fees. Sarah Koste recommended not changing the fees due to the only amenity being the pavilion.

Discuss designated parking at Elk Lake Rain Garden

A resident had a concern about parking around the rain garden and vehicles blocking the public access. They requested no parking signs be put up in the area. Zac Good stated there are no restrictions on street parking during this time of year, however there is no designated parking at the Elk Lake Rain Garden. This area also has a lot of run off and it would be hard to make parking spaces.

Zac Good stated that the road in this area is only 40 feet across and street parking does make it hard for other vehicles to drive through. Mary Larson stated that parking on the street could be an issue if a Fire Truck needed to get through.

Zac Good suggested the Park Committee complete a site visit to the area at the August 21, 2025 meeting to come up with options for a solution.

Old Business:

Baldwin FunFest Update/Separate Committee

Mary Larson stated she spoke with a few residents about volunteering for FunFest and they asked if the volunteers are a separate committee. Mary Larson asked the Park Committee if it would be appropriate to start a separate volunteer committee since FunFest is growing. Tom Rush suggested adding this to the August 4, 2025 City Council meeting.

Mary Larson updated the Park Committee on Baldwin FunFest. FunFest is a month away. Mary Larson did a walkthrough at the Eternity Church grounds to finalize set up areas. FunFest is still under the allotted budget and \$2,200 has been spent on the \$4000 budget. Vendor emails went out last week. FunFest signs have been put up around Baldwin.

Sandy Lake Beach Update

Cattails were removed at Sandy Lake Beach. Public Works cleaned up the beach and added sand. The buoys were installed by Sherburne County on July 3, 2025.

Comprehensive Plan: None

Park Updates, City Council Liaison Tom Rush:

Tom Rush stated that the PYSBA is almost done using the fields at Young Park. The City Council approved Sandy Lake and Lake Diane for the stormwater project. This will address the draining issues around those lakes.

Other Business: None.

Adjourn Meeting –

Mary Larson made a motion to adjourn the Park Committee meeting at 9:03 pm. Lester Kriesel seconded. All in favor. Motion carried.

Submitted by: Kayla Nielsen
Deputy Clerk/Treasurer

Approved by: Zac Good
Chair

Date

Attendees: Alternates Rosie Walker and Jackie Faddler, and Council Member Alan Walker



3601 Thurston Avenue
Anoka, MN 55303
763.231.5840
TPC@PlanningCo.com

MEMORANDUM

TO: Baldwin Park Committee

FROM: D. Daniel Licht

DATE: 19 August 2025

RE: Baldwin Township – Meadows of Baldwin; Park Dedication

TPC FILE: 269.02

BACKGROUND

Meadows of Baldwin, LLC has submitted application to subdivide 58.34 acres located at the southwest quadrant of 305th Avenue and 136th Street into 17 single family lots. The proposed subdivision requires consideration of a preliminary plat in accordance with Section 910-3-3.B of the Subdivision Ordinance.

Section XX-10-10 of the Subdivision Ordinance requires developers to dedicate 10 percent of the buildable area of a parcel being subdivided to the City for park purposes. The City may also elect to receive a cash fee in lieu of land dedication to be used only for development of the City's park system. The preliminary plat does not propose dedication of land to the Town for public park purposes. The decision as to whether the developer is required to dedicate land, pay a cash fee in lieu of land, or a provide for dedication of a combination of land and cash fees to satisfy park dedication requirements is to be made by the City.

Park dedication requirements for the proposed preliminary plat are to be subject to review by the Park Committee and approval of the City Council.

Exhibits:

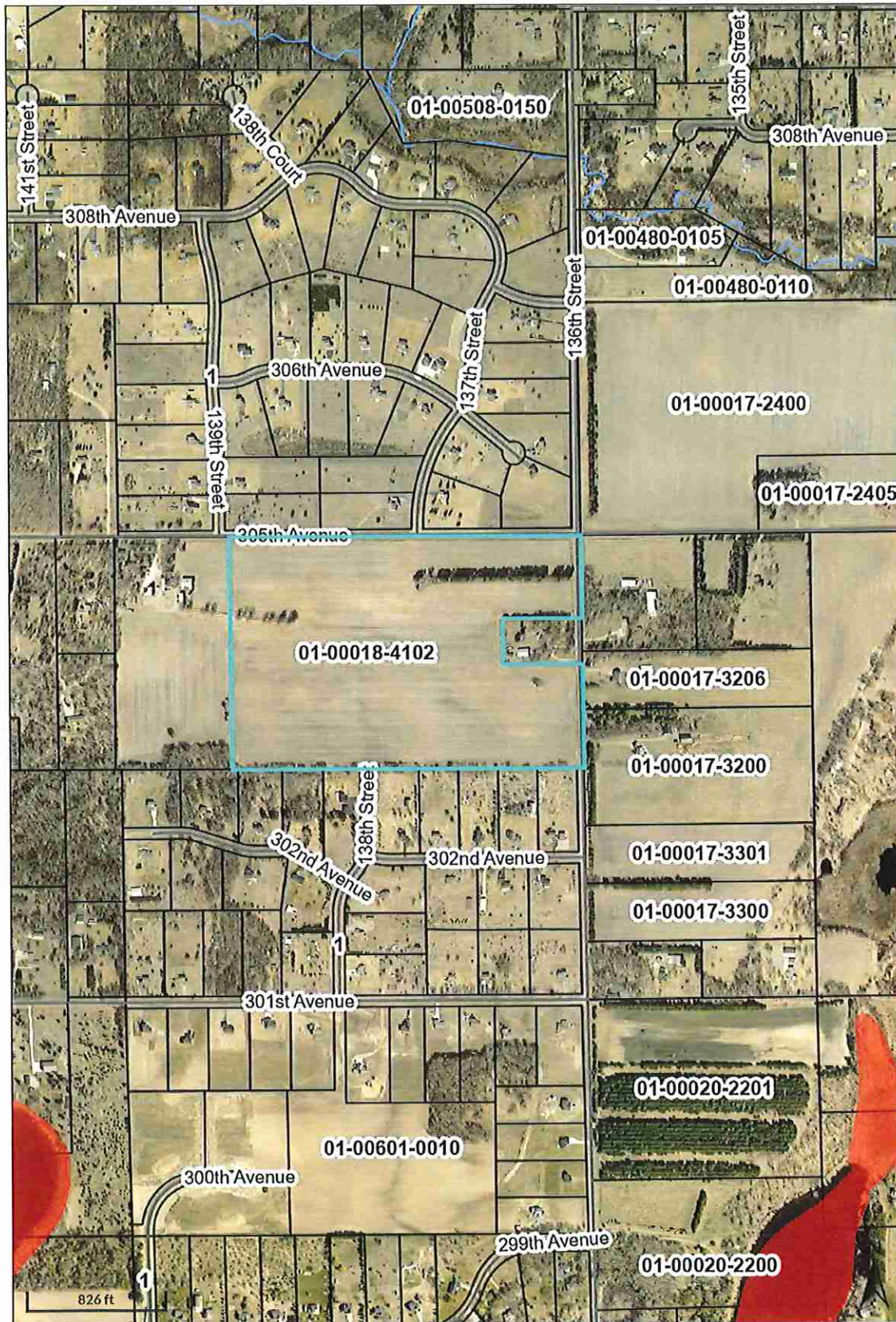
- Site Location Map
- Preliminary Plat

CONCLUSION

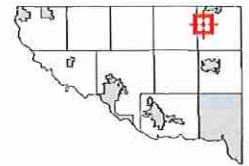
City staff is requesting that the Park Committee provide a recommendation as to park dedication requirements for the proposed Meadows of Baldwin preliminary plat.

c. Joan Heinen, City Clerk/Treasurer

Property Location



Overview

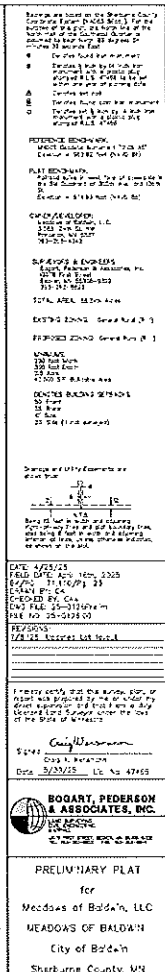


Legend

- Public Water Inventory**
- Not Classified
 - General Development
 - Natural Environment
 - Recreational Development
- Roads**
- MN Highway; US Highway
 - Municipal-State Aid Street
 - Municipal Street
 - Township Road
 - State Forest Road
 - Bureau of Fish and Wildlife Road
 - Connector (Ramp)
 - Privately Maintained Public Access Road
 - County Road
 - County-State Aid Highway
- Other**
- Parcels
 - Streams

CITY OF BALDWIN
SHERBURNE COUNTY, MN

Abstract: The *Phrynosoma* genus is represented by a single species, *Phrynosoma macleayi*, which is found in the northern part of the state. It is a large, heavy-bodied lizard with a distinctive pattern of dark spots and bands. The species is named in honor of the late Dr. J. H. Macleay, a prominent Australian naturalist and collector. The distribution of the species is limited to the northern part of the state, where it is found in a variety of habitats, including open grasslands and woodlands. The species is considered to be a relict of a once widespread group, and its distribution is thought to be the result of a series of range contractions. The species is currently listed as a vulnerable species, and its distribution is being monitored closely.

[illegible]

Block	Lot	Total Lot Area (Ac.)	Rehab. Area (Ac.)	Block	Lot	Total Lot Area (Ac.)	Rehab. Area (Ac.)	Block	Lot	Total Lot Area (Ac.)	Rehab. Area (Ac.)
1	1	2.76	2.58	1	5	2.75	2.52	3	2	2.54	2.57
1	2	3.28	3.17	1	5	3.78	3.5	3	3	4.88	4.5
1	3	2.52	2.39	2	1	2.75	2.62	3	4	3.0	2.78
1	4	3.87	3.6	2	2	2.75	2.53	3	5	2.94	2.72
1	5	2.89	2.76	2	3	4.02	3.78	3	6	4.02	3.73

Permanent Restroom Research

Princeton - Mark Park and Riverside Park

Mark Park: Built 40 years ago. Only open when the Splash Pad is open or there is a pavilion rental. All other times the bathrooms stay locked. Public Works does the maintenance for the bathrooms.

Riverside Park: Built over 5 years ago. They were intended for camping use only. Only has a toilet, sink, and shower – stainless steel. Park is overseen by an attendant at all times, never locked. Maintenance is done by the campground attendant.

City sewer and water

Sherburne Wildlife Refuge:

All permanent restrooms at the Sherburne Wildlife refuge are like a portable restroom with a pit toilet and ventilation. There are trash bins and signs on how to dispose of trash in the correct place. They hire a service to clean the bathrooms once a week in warmer months and every other week in the cold months if needed (unless they are locked). They are pumped approximately 2 times a year.

Not sure how long they have been there as they were built way before the Park Rangers' employment.

Elk River – Lake Orono Park and Lions Park

Lions Park bathrooms are attached to the fields and concession stand and only open during games. Public Works manages and does maintenance. However, depending on the number of games, time of day and staff, sometimes a cleaning company is hired.

Orono open from 6 am to 9 pm – auto locked. Public Works manages and does maintenance for these bathrooms. Public Works and City Staff is checking the bathrooms multiple times a day especially during the summer months. Do have cameras pointing towards the bathrooms.

Both were built in 2019/2020 and got funding through Elk River Initiative in 2018 when the Fieldhouse being voted on. Both are on city sewer and water. Pumped approximately 2 times a year.



305th Ave

Young Park

305th Ave

108th St

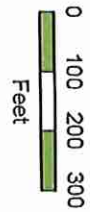
13

Legend

- Park Limits
- Existing crushed granite trail (add crushed granite)
- - - Mowed Trail (No improvements)
- Existing Wooden Boardwalk (no improvements)
- Add crushed granite to currently mowed trail

Existing and Proposed Trail Networks

Young Park
Trail Improvements
Baldwin Township, Sherburne County
Minnesota



Date Printed: 1/5/2024

Created By: TM

1 inch equals 300 feet

Kayla Nielsen

From: Karla Connelly <karla@mrsigncompany.com>
Sent: Tuesday, July 22, 2025 12:06 PM
To: Kayla Nielsen
Subject: RE: Baldwin/ New Trail Sign Young Park

Kayla

We would be able to print your signs, but you would need to supply the Camera ready artwork. We do not have the graphics team that could help you with the artwork. You may want to contact a Custom Graphics Company in your area, or I can give you the name and number for two in our area.

Thanks, Karla



From: Kayla Nielsen <deputy.clerk@baldwinmn.gov>
Sent: Tuesday, July 22, 2025 11:35 AM
To: Karla Connelly <karla@mrsigncompany.com>
Subject: Baldwin/ New Trail Sign Young Park

Hi Karla -

The City of Baldwin is looking to update our trail signs at Young Park. I have attached a photo of our current trail signs. Since that sign was created, we have added more trails and have become a city. Please see the new trail map attached as well as our new logo. We are looking to get around 8 signs made with the new map. We would like "You are here" points on each map. The size we currently have is 10x12 but we are looking to go a little larger than that. Would M&R sign be able to make new trail signs for us? Please let me know and if you have an approximate quote for these.

Thank you

Kayla Nielsen
Deputy Clerk/Treasurer
Phone: (763) 389-8931
Fax: (763) 389-2751
30239 – 128th Street NW
Baldwin, MN 55371-3752

Kayla Nielsen

From: Pfaris@MyJellyfishGraphics.com
Sent: Tuesday, July 22, 2025 2:16 PM
To: Kayla Nielsen; hroman@myjellyfishgraphics.com
Subject: Re: Baldwin/ New Trail Sign Young Park

We can help with this for sure.

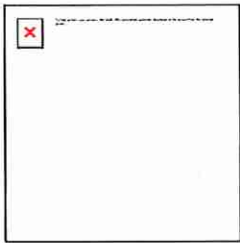
18" Wide x12" Tall would be \$26.99 each printed. **\$215.92**
24" wide x 18" tall (same size as a standard yard sign) would run 38.99 ea printed. **\$311.92**

Hadley Can mock one up for you.



Thanks,

Paul Faris



Paul Faris

Founder / CEO

Jellyfish Graphics



763-390-1540



www.MyJellyfishGraphics.com



pfaris@myjellyfishgraphics.com



From: Kayla Nielsen <deputy.clerk@baldwinmn.gov>
Sent: Tuesday, July 22, 2025 11:53 AM
To: Orders@MyJellyfishGraphics.com <Orders@MyJellyfishGraphics.com>
Subject: FW: Baldwin/ New Trail Sign Young Park



Visit Young Park often for a healthy lifestyle. Recent recommendations are for 30 minutes of moderate to vigorous activity 5 days per week. See your doctor before beginning any exercise program.

ACTIVITY

Walking 2 ml/hr for 1 hr
 Biking 1 hour
 Running 8 ml/hr for 1 hr
 XC Skiing 1 hour

CALORIES CONSUMED*

175-275
 300-475
 1000-1475
 500-750

PARK MAP LEGEND

— = Hiking/Biking Trail
 - - - = Wetland Crossing
 ~ = Bicycle Rack
 □ = Pavilion



CITY OF BALDWIN

* Source: Mayo Clinic

Distances in miles from intersections (Total length 1.3 miles)

Trail signs and bicycle racks funded by State Health Improvement Program (S.H.I.P.) through Sherburne County Public Health.
 Further Support by Town of Baldwin and initiative Foundation through the Healthy Communities Partnership Program.



Minuteman Press
401 First Street Suite C
Princeton, MN 55371
(763) 389-1220
princetonmn@minutemanpress.com
www.princetonmn.minutemanpress.com

Quotation

7/23/2025

Bill to: City of Baldwin
30239 128th Street
Princeton, MN 55371

Phone: 763-389-8931
Fax: 763-389-2751
Email: town.clerk@baldwintwpmn.com

Ship to: City of Baldwin
30239 128th Street
Princeton, MN 55371

Phone: 763-389-8931
Fax: 763-389-2751
Email: town.clerk@baldwintwpmn.com

8 12"x18" Signs (Job ID 76677)

Total: \$285.00

Component 1 of 1:

Design

Typesetting:

Miscellaneous

12"x18" Signs - 8 Pieces.

Jbond
Full Color
UV Coated
Rounded Corners
No Holes

Order Total: \$285.00

Salesperson: Tim

**Click or Scan the QR Code
to Order Online**



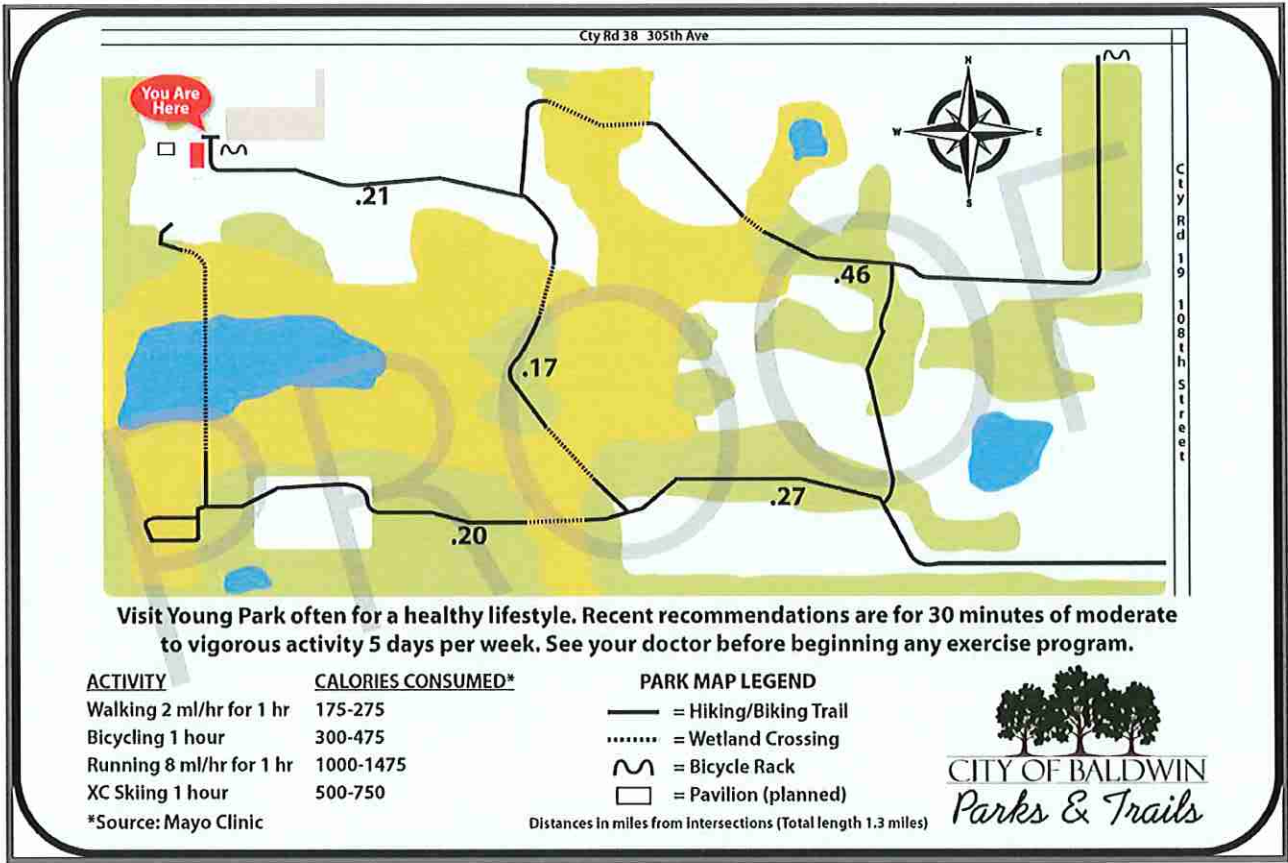
Taxes are not included.
Quotation valid for 30 days.
"Where Your Business Is Always Appreciated!"

Net 15 Days

Kayla Nielsen

From: Adrian - Graphic Designer <graphics@printmp.com>
Sent: Wednesday, July 30, 2025 2:23 PM
To: Kayla Nielsen
Subject: Re: Updated Trail Sign Proof

Sure thing, here is a proof with that added.



Adrian Nguyen
Graphic Designer
Minuteman Press, Princeton
Main: 763-389-1220

Please note: Even if you cancel a project, design time still must be paid for.
*If you have any questions about this policy, please feel free to ask us.