

City of Scandia Parks and Recreation Committee

June 6, 2016

Members Present: Ryan Jinks (Chair), Greg Zauner (Vice Chair), Terry Gorham, Jodi Feldmann, Dustin Hegland, and Dan Lee (City Council Representative)

Staff Present: Neil Soltis (City Administrator) and Judi Negus (Office Assistant)

Chair Jinks called the meeting to order at 7:00 p.m.

PUBLIC FORUM

There were no comments.

APPROVAL OF AGENDA

Motion by Hegland, seconded by Zauner, to approve the agenda. The motion carried 5-0.

APPROVAL OF MINUTES

Motion by Gorham, seconded by Hegland, to approve the May 10, 2016 minutes. The motion carried 5-0.

REPORTS

Chair Report

Chair Jinks shared the bleachers at the lighted ball field will not be replaced as recommended by the Committee. The City Council agreed the bleachers should be restored. Administrator Soltis informed this would result in a cost savings and the current bleachers have a rural character. Soltis plans to obtain bids and coordinate the restoration when there is a gap in scheduled games.

Jinks informed the Veterans Memorial motorcycle ride benefit held on Saturday, May 21, raised approximately \$5,000.

Vice Chair Report

Vice Chair Zauner shared there has not been child participation in the Taco Daze dodgeball tournament over the past several years. Zauner suggested the Committee consider adding a 40 and older age group to the tournament. Committee members were asked to consider their commitment to referee the tournament and to solicit volunteer referees. Zauner informed it would be ideal to have at least four referees.

City Administrator Report

Soltis shared the expectancy to review RFPs for the Log House Landing boat ramp installation in August, with the hope for construction to begin late September/early October. Soltis also informed he is working with Dave Wilson of the Lions Foundation on a draft Memorandum of Understanding to clarify responsibilities created by the Veterans Memorial installation at Lilleskogen. Soltis shared the concern of public going on private property near Wind in the Pines and the need for installation of signs defining boundaries/rules.

Soltis is in the process of drafting a volunteer policy and corresponding forms, including a volunteer sign-in and incident report form. The Committee's role is to clarify volunteer projects that would be promoted on the City website and Facebook page.

Soltis informed Christina, a seasonal parks maintenance worker, began employment last week and will be working four days a week, eight hours a day. Soltis also mentioned the Soaring Eagles 4-H Club's pollinator planting project is scheduled for Saturday, June 18, at Olgilvie Avenue/Oren Road.

Parks Financial Report

Soltis informed, subject to approval of a subdivision, the City may obtain \$3,000 in park dedication fees.

OLD BUSINESS

Lilleskogen Strategic Action Plan Update

Jinks reviewed updates to the Strategic Action Plan and will provide Negus with a scanned version to distribute to Committee members. Jinks proposed the addition of a goal to the Plan to include the installation of a 50 foot Dala horse and agreed to gather additional input from community members.

Identify Summer Park Volunteer Activities

Committee members agreed to draft a list of volunteer opportunities. Members will share their lists with Jinks no later than July 1 to allow Jinks to compile and submit to Negus prior to the July 11 meeting.

Review Park Capital Improvement Plans

Soltis informed the CIP will have limited administrative updates.

Review PRC Operating Calendar

Jinks will update the calendar to align with the City's budget and CIP calendars.

NEW BUSINESS

Taco Daze Preliminary Planning

Jinks asked Committee members to bring suggestions for other Taco Daze activities to the next two meetings.

Guidelines for Parks Small Projects-Administrative Approval

This agenda item had previously been discussed under City Administrator Report.

AGENDA FOR NEXT MEETING

The proposed agenda for the July 11, 2016 meeting:

- 1) Volunteer Opportunities List Review
- 2) PRC Flyer Review
- 3) Updates from Friends of Scandia Parks and Trails
- 4) Review and Approve 2017 Budget; CIP Update

ADJOURNMENT

Motion by Zauner, seconded by Hegland, to adjourn the meeting. The motion carried 5-0.

The meeting adjourned at 8:38 p.m.

Respectfully submitted,

Judi Negus
Office Assistant