

## City of Scandia Parks and Recreation Committee

January 6, 2014

**Members Present:** Greg Zauner (Chair), Matt Rasmussen (Vice-Chair), Mike White, Pam Arnold, Dan Lee (City Council Representative)

**Staff Present:** Tim Kieffer (Director of Public Works) and Judi Negus (Office Assistant)

**Members Absent:** Alex Bildeaux

Chair Zauner called the meeting to order at 7 p.m.

### **PUBLIC FORUM**

There were no comments.

### **APPROVAL OF AGENDA**

**Motion by White, seconded by Rasmussen, to approve the agenda. The motion carried 4-0.**

### **APPROVAL OF MINUTES**

**Motion by White, seconded by Arnold, to approve the December 2, 2013 minutes. The motion carried 4-0.**

### **REPORTS**

#### *Chair's Report*

Chair Zauner reported the City Council decided to table the discussion and vote for a Veterans Memorial site. Tom Triplett and City of Marine Mayor Mills were present at the City Council meeting to request a delay in site decision to allow further discussion with Lions Club members.

The City Council approved the promotional materials for Vinterfest.

#### *Staff Report*

In addition to the written staff report provided by Negus, it was reported that the Tuesday Learn to Skate program will be extended to February 18, due to the cancellation of the January 7 class.

Negus reported the Vinterfest flyers will be sent home with Scandia Elementary students on January 17. Negus submitted a press release for the chili cook-off contest on January 3 and will be sending a press release for Vinterfest in the near future. Negus will be ordering a porta potty to be placed at Lillekogen for the LilleTour and Quiz Promenade.

Councilmember Lee provided Committee members with Vinterfest buttons. These buttons could be worn by volunteers and/or sponsors. Committee members should contact Negus, who was given the remaining supply of 18 buttons, to obtain more buttons as needed. Arnold shared the volunteers for LilleTour and Quiz Promenade will likely wear lanyards.

Arnold reported Rapid Press will be delivering Vinterfest posters to the Community Center this week. Arnold requested the City plow the Gammelgarden parking lot for the planned Vinterfest events. Kieffer agreed to follow-up with City Administrator Handt.

Arnold shared there will be nine prizes awarded for the Quiz Promenade to include:

Kids:

Fjällräven backpack from Sweden (Designs of Sweden)  
Memorex My Video Camera (Ann Bancroft)  
Juicy merchandise from the MN Wild (Matt Rasmussen)

Individuals and Teams:

Ekelund woven table runner from one of the oldest mills in Sweden (Designs of Sweden)  
Seeger Alpine Ski Team beanie (Designs of Sweden)  
Signed, limited edition print (of an original painting) of Antarctica commemorating Your Expedition (Ann Bancroft)  
Handmade chocolates (St Croix Chocolate Company)  
Gift certificate for a home delivery of seasonal organic fruit (FruitShare)  
Face cord of fire wood (Alex Bildeaux)

Martin Hallkvist will tabulate the Quiz Promenade cards.

**NEW BUSINESS**

*Parks and Recreation Annual Report*

Negus summarized the 2013 Annual Report provided to Committee members and asked for suggestions for changes or additions. After consideration, the Committee agreed the following accomplishments should be added to the report:

1. Ongoing replacement of the ice rink boards.
2. Removal of the dumpster at Log House Landing.
3. Approval of bike trail system and signage.
4. Add "expansion of Vinterfest activities" to the Vinterfest 2013 Accomplishments.
5. Improved collaboration with the Scandia Marine Lions Club, Friends of Scandia Parks and Trails, and the Carnelian Marine St. Croix Watershed District.

The Committee also agreed on the addition of "Rain Garden" as a 2014 Goal for Lilleskogen. Kieffer suggested this goal should be completed at the same time as the Curb Cutout goal.

The Committee also agreed the 2014 Goals should only include those listed under Lilleskogen. Any other goals, as listed under Wayne Erickson Ball Park and Miscellaneous would only be completed if provided by donation or volunteer project assignment.

**Motion by White, seconded by Rasmussen, to approve the Park and Recreation Advisory Commission 2013 Annual Report as amended. The motion carried 4-0.**

*Parks and Recreation Programs Survey*

Negus provided Committee members with a survey that would obtain feedback regarding the programs offered by Parks and Recreation in the past and determine possible future programs to offer. Chair Zauner recommended the rating system be included after each listed program and the addition of email and fax information. Arnold recommended the survey question to suggest future programming be more specific. Committee members asked Negus to make the suggested changes and provide to Chair Zauner prior to finalization.

**Motion by White, seconded by Rasmussen, to approve survey as amended. The motion carried 4-0.**

Chair Zauner formally thanked Committee member Arnold for her contributions over the past years. Council member Lee shared he is looking forward to Arnold's continued involvement as a community member.

**AGENDA FOR NEXT MEETING**

The Committee agreed on the following agenda items for the February 3, 2014 PRC meeting:

1. Vinterfest Follow-up
2. Election of Chair and Vice-Chair
3. Butterfly Garden in Lilleskogen (Janie O'Connor)
4. Update Lilleskogen Park Restoration Strategic Action Plan

**ADJOURNMENT**

**White, seconded by Chair Zauner, moved to adjourn the meeting. The motion carried 4-0.**

The meeting adjourned at 8:25 p.m.

Respectfully submitted,

Judi Negus  
*Office Assistant*