

## City of Scandia Parks and Recreation Committee

October 6, 2014

**Members Present:** Greg Zauner (Chair), Alex Bildeaux, Matt Rasmussen, and Brad Borg

**Members Absent:** Ryan Jinks and Dan Lee (City Council Representative)

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

**Guests Present:** Tom Triplett and Corey Roberts

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

### **PUBLIC FORUM**

There were no comments.

### **APPROVAL OF AGENDA**

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

### **APPROVAL OF MINUTES**

**Motion by Borg, seconded by Rasmussen, to approve the September 8, 2014 minutes. The motion carried 4-0.**

### **REPORTS**

#### *Chair's Report*

Chair Zauner reported the Friends of Scandia Parks and Trails are willing to support Vinterfest and would like to see a list of tasks that need to be assigned.

#### *Staff Report*

Negus reported there is nothing in addition to other agenda items to report.

### **OLD BUSINESS**

**Motion by Chair Zauner, seconded by Rasmussen, to change the order of the original agenda items under Old Business since Roberts was not yet in attendance at the meeting. The motion carried 4-0.**

#### *Scanley Cup Planning*

Triplett addressed the Committee and stated Roberts approached him and suggested the net proceeds of the Scanley Cup adult hockey tournament benefit the Scandia Veterans Memorial. Triplett also reported the City Attorney is investigating whether the City can legally have the proceeds go to this nonprofit cause. Triplett suggested Roberts' proceeds go towards paying City employees to maintain the rink during the hockey tournament with the balance of the net proceeds go to the Veterans Memorial cause. Chair Zauner reminded it was agreed last year that proceeds for the hockey tournament should benefit maintenance of the ice rink. Kieffer stated the ice rink is in need of kickboards, board replacement, and reported fence damage. Negus reminded the City cannot donate any funds for a non-public purpose and this would include any advertising costs or waiver of permit or rental fees. In addition, our current Ice Rink Policy does not accept reservations of the ice rink on weekends. Negus also reported staff is waiting for legal advice from the City Attorney whether or not the net proceeds could go to the Veterans Memorial cause with the support of City staff and resources. Kieffer reminded, dependent on City Attorney recommendation, Roberts may have to rent the rink, pay staff to maintain the rink and blow snow, as well as rent the Zamboni.

Roberts suggested the net proceeds of the hockey tournament could be split with half going to benefit the ice rink and half to benefit the Veterans Memorial. Roberts stated that although he would prefer to have the net proceeds benefit the Veterans Memorial, he also agreed benefits to the ice rink was a worthy cause. Roberts said he felt comfortable with splitting the net proceeds 50/50 for both causes, as did Committee members.

**Motion by Zauner, seconded by Borg, to split the net proceeds of the Scanley Cup hockey tournament with half going to the City (for ice rink maintenance) and half going to Roberts (for any Scandia community cause of choice) unless the City is directed otherwise by the City Attorney. If directed by City Attorney the net proceeds could not be split, all net proceeds would benefit the City for ice rink maintenance. The motion carried 4-0.**

Negus shared an email exchange sent by Roberts addressing ideas to enhance the 2015 Scanley Cup.

Heated Tent: Roberts suggested providing a 30' by 30' heated tent, with one side all having windows at a rate of \$1,800 to \$2,200. Zauner questioned whether this size tent would fit the designated area. Roberts shared it would be ideal to have the tent as close to the ice rink as possible. It was also suggested a fire pit could be moved closer to the tent. In the event of ideal weather conditions, Zauner asked if Roberts was aware of the cancellation policy. Roberts was not aware of the policy. Borg questioned how the heated tent would be funded. Roberts informed the expense would be paid out of the tournament registration fees and business sponsors.

DJ/Announcer: Rasmussen agreed to follow-up with Sally Swanson to inquire if DJ Dan Swanson would volunteer to DJ during the hockey tournament. Negus reminded the Committee recommended soliciting multiple volunteer DJs in order to accommodate shifts and asked Committee members to seek additional volunteer DJs.

Fireworks: Zauner recommended fireworks be displayed at the south ball field. Roberts shared the approximate cost of a \$1,500 fireworks display would be funded by tournament registration fees and fundraising. Roberts also shared the hockey tournament registration fees would increase by \$100 this year to \$350 per team. Roberts is also hoping to register 12 teams. Rasmussen suggested he might know some businesses interested in donating towards a fireworks display. As well, Roberts informed he had some businesses that might provide donations to fund a fireworks display.

Food/Beverage: Bildeaux informed he spoke with Scot Taylor of Meister's who is interested in providing food and beverages and planned to attend the November 3 Parks and Recreation Committee meeting. Negus recommended all Scandia businesses, including Chiko's Bar and Grill and Scandia Creamery, be invited to propose the sale of food and/or beverages at the Scanley Cup tournament. Negus also informed Ross Brunfelt, president of the Scandia-Marine Lions, inquired if the Committee was interested in the Lions providing the food wagon. Committee members agreed to contact the businesses and inquire of their interest. Zauner will contact Chiko's Bar and Grill, as well as Scandia Market and Mercantile; Rasmussen will contact Brunfelt; Negus will follow-up with who to contact at Scandia Creamery.

The Committee suggested businesses provide proposals for what they are interested in serving and then the Committee would choose the appropriate vendor. It was also suggested the Committee could consider multiple vendors provide food/beverages. Kieffer recommended Committee members see who is interested in providing food and/or beverages and then move forward.

Sponsorship Opportunities: Zauner reminded last year businesses were solicited at different levels of sponsorship based on financial and in-kind donations. Zauner recommended Committee members solicit donations for funds to benefit Lilleskogen. Zauner also suggested donors could

sponsor a question in the Quiz Promenade that would highlight their business. Zauner also recommended the kick-off of soliciting sponsorships and donations start in the beginning of November with all donations collected by the end of December to meet deadlines for marketing and printing materials.

#### *Lilleskogen Park*

Kieffer recommended the completion of the Lilleskogen rain garden and parking lot before new projects are pursued. Kieffer shared there is a risk of vegetation being disturbed or ruined as other projects are constructed. Zauner shared concern regarding slowing the momentum of interest in Lilleskogen that has generated with the installation of the butterfly garden.

The Committee agreed the definition of a completed parking lot in the Strategic Action Plan included a useable gravel parking lot with future plans for a bituminous parking lot once funding was available. Kieffer suggested including this funding in the 2016 Capital Improvement Plan. Kieffer stated there is enough funding to complete the rain garden. Committee members agreed future donated funds should go towards the completion of curb cutout.

Negus reported Prairie Restoration plans to machine rake the butterfly garden area to help dry the soil on Wednesday, October 8. If the weather cooperates, the volunteers for the butterfly garden plan to lay mulch and paper barrier on Friday, October 10. Sunday, October 12, is a tentative date for planting. Negus shared there are plenty of volunteers for these projects as reported to her by Janie O'Connor.

#### *Vinterfest Planning*

Negus reported she met with Pam Arnold and Zauner for additional preliminary planning of Vinterfest. Arnold had shared a document that outlined all the events that would need to be assigned to various volunteer groups. This document was shared with Committee members. Negus informed she would lead the P.R. and Web Communication groups. Zauner will be leading the Sponsor/Business Development volunteer group. Borg offered to assist Zauner. Bildeaux agreed to be responsible for the Bon Fire Wood/Delivery tasks. Rasmussen agreed to be responsible for Quiz Promenade prizes. Kieffer agreed to be responsible for the Gammelgarden Site Preparation. Borg offered to coordinate with the Friends of Scandia Parks and Trails for Lilletour and Quiz Promenade registration tasks.

Negus shared concern of the consideration to move the snow sculpture contest and Pleasant Valley Cloggers to Gammelgarden Museum, limiting events held at the Community Center. Bildeaux suggested the snow sculpture contest should be moved and the Pleasant Valley Cloggers should perform at the Community Center. It was suggested the snow sculpture contest could be moved between the parking lot and ice rink for more visibility.

Zauner informed the Veterans Memorial foundation is considering selling Vinterfest buttons.

### **NEW BUSINESS**

#### *Winter Recreation Programs*

Negus reported she met with Katy Herman who taught the afterschool Learn to Skate program last year and is interested in teaching the same class this coming winter. Negus suggested a new program this year to be taught by Herman that would tie in with the Vinterfest "Saami" theme. The goal of this five-week program is to put on a choreographic performance in Saami costume on Friday, February 6, 2015. As with the Learn to Skate program, Herman would be compensated 80% of the registration fees. Zauner suggested the remaining 20% of the registration fees should go towards Vinterfest fundraising. Negus also shared Rasmussen and Dana Wojtowicz, who supervised the Pleasure Skating program last year, will not be able to run the program this coming winter.

Negus reported she is proposing an afterschool Introduction to Hockey program and is in the process of finding an instructor.

Rasmussen informed he would be able to commit to supervise the afterschool Pleasure Skating program for three weeks and offered to find another volunteer in order to commit to a six-week program.

Negus stated she will provide a final recommendation to the Parks and Recreation Committee for winter programming at the November 3, 2014 meeting for City Council approval.

**Motion by Borg, seconded by Zauner, to attempt to offer all the proposed programs with 20% of the registration fees for the "Saami" skating program going towards Vinterfest fundraising. The motion carried 4-0.**

**AGENDA FOR NEXT MEETING**

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

1. Vinterfest-Food and Beverage
2. Vinterfest-Continued Planning
3. Winter Recreation Programs-Recommendations to City Council

**ADJOURNMENT**

**Rasmussen, seconded by Borg, moved to adjourn the meeting. The motion carried 4-0.**

The meeting adjourned at 9:28 p.m.

Respectfully submitted,

Judi Negus  
*Office Assistant*