

City of Scandia Parks and Recreation Committee

November 3, 2014

Members Present: Greg Zauner (Chair), Matt Rasmussen, Brad Borg, Ryan Jinks, Alex Bildeaux (arrived at 7:15 p.m.), and Dan Lee (City Council Representative)

Staff Present: Judi Negus (Office Assistant)

Staff Absent: Tim Kieffer (Director of Public Works)

Guests Present: Corey Roberts, Scot Taylor, Janie O'Connor, Karen Schik, and Cristina de Sobrino

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

PUBLIC FORUM

There were no comments.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Motion by Rasmussen, seconded by Borg, to approve the October 6, 2014 minutes. The motion carried 4-0.

REPORTS

Chair's Report

Chair Zauner reported the City Council did not take any action for a fireworks display during Vinterfest. Zauner stated a permit application needs to be completed prior to City Council taking action. Zauner proposed the fireworks display be held on Friday night, February 6, 2015. Roberts preferred the fireworks display be held on Saturday night, February 7, 2015, just prior to the semi-final hockey tournament games, around 7:30 p.m. or 8 p.m. Roberts stated he could be flexible in scheduling so the fireworks display can be at a specific time. Committee members identified three potential areas for the display: at the south ball field, at the T-ball field, and behind Meister's. (Scot Taylor offered the Meister's property as an option.) Lee suggested Fire Chief Mike Hinz could make the recommendation where to display the fireworks. Roberts suggested getting the pyrotech involved in the decision as well.

Staff Report

Negus reported staff had a preliminary meeting with Camp Lakamaga to consider summer 2015 recreation programs. Negus stated staff will no longer offer archery classes due to low registrations. Staff is considering adding a fishing program and a multi-sports program. Negus also reported that the registration fees for all the programs will be increased slightly.

NEW BUSINESS

Vinterfest-Food and Beverage Vendors

Scot Taylor of Meister's Bar and Grill approached the Committee and shared Meister's desire to be involved in any City community event. Taylor stated he has the most to offer and has not had any liquor violations. Taylor's goal is to be involved in events consistently, year after year. Taylor estimated initial costs of \$1,000 to start and he likely will not make that back in sales. Taylor stated it costs \$300 for insurance alone. Taylor is concerned that once Vinterfest becomes more popular and well-established other businesses might want to become involved in selling food and/or

beverages when sales can be profitable. Taylor would like reassurance that Meister's would be a vendor for future years. Bildeaux suggested a contract between the City and Meister's to provide food and/or beverages at Vinterfest for a specified number of years. Roberts shared he fully endorses Meister's.

Negus reminded the Committee agreed to invite The Scandia Creamery, Chiko's Bar and Grill, as well as Meister's Bar and Grill to the meeting when Bildeaux announced Taylor planned to come to the November 3 meeting. Not all businesses were able to attend, but they were advised. Staff recommended a written proposal be provided by the interested Scandia businesses and set a deadline of noon on Wednesday, November 19, 2014. Negus will send guidelines for proposals to The Scandia Creamery, Meister's Bar and Grill, and Chiko's Bar and Grill. Committee members will review the proposals at their December 1, 2014 meeting.

OLD BUSINESS

Lilleskogen Butterfly Garden Update

Janie O'Connor of Friends of Scandia Parks and Trails' Butterfly Committee approached the Parks and Recreation Committee. O'Connor shared they had 25 volunteers plant 1,300 plants for a total square footage of 2,235. O'Connor thanked the Committee for its support, Lee for tilling, Mayor Simonson for videotaping, and Borg for storing paper. O'Connor shared she has 64 volunteer names on a list for future development at Lilleskogen park.

O'Connor recommended moving forward with Lilleskogen park development. O'Connor shared the curb would cost \$7,500 and paving the parking lot would cost \$15,000. O'Connor stated Kieffer recommends both these tasks be completed simultaneously. O'Connor would like the Committee to recommend to City Council these funds come from another budget item. Jinks suggested delaying the pavement and installing the curb.

Schik stated there may be a grant opportunity that would match the City's contribution. The City would need to apply for the grant. Schik offered assistance. Jinks stated he may be able to help with the grant application. The grant funds would need to be used within two years. Schik suggested the grant might not be a fit. The grant is to be posted in December 2014 with a deadline of March 2015.

Motion by Zauner, seconded by Jinks, to recommend two options to the November 18 City Council, 1) Fund the curb only or 2) Fund the curb and bituminous parking lot. The motion carried 5-0.

Vinterfest - Continued Planning

Zauner shared results of a Vinterfest planning meeting with Pam Arnold, Lynne Moratzka, Katy Herman, and Negus. Zauner stated Tom Triplett has not informed him of the Lion's willingness to sell Vinterfest buttons. Lee suggested other nonprofit organizations, such as the Girl Scouts, Boy Scouts, or 4-H groups be approached to inquire of their interest. Committee members discussed the need for a prize for the button design contest winner. Rasmussen offered to provide a donated hoodie.

Motion by Zauner, seconded by Jinks, to provide a hoodie to the contest winner. The motion carried 5-0.

Lee suggested button design contest rules could include the size and Sami theme.

Motion by Zauner, seconded by Borg, to authorize Negus to work with Arnold to develop contest rules for the button design contest, with Committee members' input to be provided to Negus by noon on Friday, November 7, 2014. The motion carried 5-0.

Zauner reported the need for new stakes for the Quiz Promenade. Bildeaux offered to make the stakes.

Zauner informed Rapid Press agreed to donate most of our printing needs. Two 3' x 12' sponsor banners would cost \$288. Rather than disposing of the sponsor banner annually, Jinks suggested a large permanent banner promoting Vinterfest with a smaller banner to list sponsors.

Committee members reviewed the sponsor flyer drafted by Arnold. Bildeaux recommended including bonfire and marshmallow roasting. Zauner recommended adding fireworks. Negus questioned if Committee members would be soliciting funds to benefit the Veterans Memorial Park. Committee members agreed to remove it from the sponsor flyer. Jinks recommended removing the private Luminary Loppet event since this is a fundraising event the City is not organizing. Jinks also recommended Arnold attend the December 1, 2014 meeting for clarification of the event. Jinks suggested the event could be added back to the sponsor flyer once approved by the Committee.

Motion by Jinks, seconded by Rasmussen, to remove the Luminary Loppet from the sponsor flyer. The motion carried 4-0. Zauner opposed.

Winter Recreation Programs

Negus shared Dana Wojtowicz agreed to assist Rasmussen to supervise the pleasure skating program. Negus was unable to find an instructor to offer a new hockey program. Negus presented the Scandia Parks and Recreation Skating Programs flyer for Committee approval.

Motion by Jinks, seconded by Zauner, to approve the flyer. The motion carried 5-0.

AGENDA FOR NEXT MEETING

Zauner shared he will not be in attendance at the December 1, 2014 meeting. The Committee agreed on the following agenda items:

1. Public recognition of appreciation to Friends of Scandia Parks and Trails
2. Vinterfest-final recommendations for City Council approval
3. Draft Annual Report

ADJOURNMENT

Bildeaux, seconded by Zauner, moved to adjourn the meeting. The motion carried 5-0.

The meeting adjourned at 9:31 p.m.

Respectfully submitted,

Judi Negus
Office Assistant