

City of Scandia Park and Recreation Committee

August 6, 2012

Members Present: Alex Bildeaux (Chair), Pamela Arnold, Dan Lee, Matt Rasmussen, Mike White, Greg Zauner.

Members Absent: Tom Vogen

Guests Present: Sally Swanson (City Council Rep), Korey Olson, Duane Olson

Staff Present: Laurie Monson (Recreation Coordinator), Brenda Eklund (Deputy Clerk)

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

PUBLIC FORUM

No comments were received.

APPROVAL OF AGENDA

White suggested that a discussion of Korey Olson's Eagle Scout project be moved up on the agenda to be presented before 5) Reports. **Motion by White, seconded by Zauner, to approve the Agenda as amended. The motion carried 6-0.**

APPROVAL OF MINUTES

Motion by White, seconded by Zauner, to approve the July 2, 2012 minutes as presented. The motion carried 6-0.

White stated that he would like to have draft minutes sent to the Committee earlier than being received with the meeting packets. Staff will e-mail the draft minutes to members of the Committee as soon as they are written up, and will continue to have copies of the minutes included in the meeting packets.

GENERAL/ NEW BUSINESS

Korey Olson Eagle Scout Project

At the July meeting, Boy Scout Korey Olson discussed a potential Eagle Scout project he would like to undertake at Wind in the Pines Park. The Committee recommended he meet with Tom Vogen to go over plans for a sign replacement project. Olson reported that he spoke with Vogen and Vogen suggested he prepare a rough sketch of what Olson thought the sign should look like. Olson presented a sketch using the same information and design of the current sign, as Olson said that he liked the style of the existing sign. The sign would be protected with a plastic covering.

The Committee recommended a number of changes and additions to the sign, such as adding "City of Scandia", adding photographs, noting that Parks rules and regulations apply, including park hours, "No access to the river", and "No fires allowed".

The Committee reviewed Ordinance No. 115, Rules and Regulations for the Use of Scandia Parks. White suggested that Wind in the Pines Parks could be designated as a Nature Park Preserve, therefore adding protection from certain activities. It was suggested that the ordinance be reviewed at a future meeting and apply some rules specific to Wind in the Pines Park.

The Committee recommended that Olson meet with Vogen as the Committee liaison and return to a future Park Committee meeting with a draft of the sign language and materials list, along with an order of deadlines. It was also suggested that Olson research National Park Service signs for ideas on graphic standards.

Arnold stated that she would e-mail Vogen her design ideas, as Vogen was absent from this meeting.

Motion by White, seconded by Zauner, to approve Korey Olson's Eagle Scout project in concept and to return to the Committee for final approval of the sign. The motion carried 6-0.

REPORTS

a) Chair's Report

City Council Meeting

Chair Bildeaux reported that the City Council approved the bike trail signage plan at their July 17th meeting. Maintenance Superintendent Kieffer will oversee the installation.

b) Committee Reports

Lilleskogen Park Subcommittee

Lee reported that he received two quotes for the parking lot blacktop work, although one company was not bonded. Metro Paving submitted a quote of \$18,736. Quotes were also submitted for sidewalk and curbs (\$9,074 from Concrete Works Unlimited) and installation of two raingardens (\$1,110 from Prairie Restoration).

Lee reported that he is looking to gather stump removal bids. Lee explained the misunderstandings regarding a local business which had initially volunteered to remove the stumps. The Committee questioned where the trees had been taken. Bildeaux reported that Woods Run Forest Products in Colfax, WI received the lumber. White requested that Bildeaux obtain a receipt for the value of the logs which they received.

Bildeaux stated that he will arrange for the stumps to be removed using his equipment and Olson Sewer Company's dump truck. Swanson suggested that Helke be asked if the stumps could be disposed of on his property.

Arnold recommended that written agreements be in place for all volunteer work to avoid jobs being left uncompleted. The Committee agreed that the issue of accepting donations of work with a release be discussed at the September Committee meeting.

Scandia Community Market

Arnold informed the Committee on a number of goals she has identified for the Community Market. She would like to see more promotion and involvement with the local businesses, theme nights, and more participation by the City. Arnold used White Bear Lake's summer events as an example of future growth she would like to see as Scandia's market evolves.

Zauner stated that the signs for the Community Market are too small and cluttered. He suggested they be made more visible to draw in customers who may be driving through town. Swanson agreed and said that she is working on improvements to the signs.

Bildeaux stated that Arnold has good ideas for the Market's growth and suggested she bring specific proposals to future meetings for the Committee to discuss.

Grant Writing Subcommittee

White reported that the Lions Club is designating funds for improvements to the Hay Lake picnic area and not to Lilleskogen Park at this time. Once the project is more underway, the funding from the Lions may be there. White also indicated that the Friends of Scandia Parks and Trails have decided not to work with the Committee on the Lilleskogen project, although they will work on certain things.

White stated that the Lilleskogen Park plan is a good basis for many grant applications, and that the parking lot can be done within the scope of the entire project. The parking lot could be in the second or third phase. Swanson and Rasmussen stated that they will attend the next meeting of the Friends organization to gather ideas on grant applications available at this time.

White recommended that the Committee add \$1,000 to the 2013 budget for grant writing, as the rate to hire a grant writer seems to be \$45 to \$50 per hour. He noted there are grants out there, but time and skills are needed to apply for them. White mentioned the DNR's Parks Legacy Program as an example.

c) Staff Reports

Summer Recreation Program

Monson reported that the summer programs have been well attended. Session One of Outdoor Explorers was filled, as was the archery class. Two classes were cancelled due to low enrollment.

OLD BUSINESS

Taco Daze/ Dodgeball Tournament

Rasmussen reported that he is organizing the dodgeball tournament and will be hiring two or three referees at \$50 each. It was noted that teams generally register at the last minute. Lee suggested that the teams from last year be contacted regarding their plans for participating again. Monson stated that she would do that in the next week or two.

Volunteer Work Dates

Bildeaux noted that the volunteer work dates have been generally been set for the second Wednesday and fourth Saturday of each month. August 8th will be set for clearing a trail at Wind

in the Pines Park, beginning at 6:00 p.m. August 25th will be designated as a volunteer day to buckthorn removal around the grounds of the Community Center, from 9:00 a.m. to noon.

Additional work dates for the fall will be set at the September Parks Committee meeting. It was suggested that the Friends of Scandia Parks and Trails be solicited for ideas.

2013 Budget and 2013-2017 CIP Update

Swanson recommended that the budget for Events be increased, as this could be justified by increased revenue related to certain events such as the Community Market. This could allow for more promotion of the events. The Committee reviewed the 2013 draft Parks budget and noted that the Events line item had been recommended to increase from \$2,000 to \$3,000 for 2013. The Committee determined this to be adequate and then discussed other budget numbers.

The Committee discussed an increase to the advertising budget in order to allow more funding for promotional purposes. Arnold suggested ways the Community Market could promote the event using magnets or cloth market bags.

Zauner, seconded by Rasmussen, moved to increase line item 340, Advertising, of the 2013 budget from \$450 to \$1,000. The motion carried 5-1, with Lee opposed.

The Committee discussed the need to designate funds for grant writing.

White, seconded by Zauner, moved to increase line item 438, Miscellaneous Contractual, to \$1,000 for grant writing purposes.

The motion was rescinded once the Committee noted that the 2013 budget currently has \$100 in place, and the line item should be increased by \$1,000.

Lee, seconded by Arnold, moved to increase line item 438, Miscellaneous Contractual, of the 2013 budget to \$1,100 for grant writing purposes. The motion carried 6-0.

AGENDA FOR NEXT MEETING (SEPTEMBER 10, 2012)

Bildeaux noted the following items for discussion at the next Committee meeting:

- Ordinance changes specific to Wind in the Pines Park
- Volunteer contracts
- Community Market promotional ideas

ADJOURNMENT

Zauner, seconded by White, moved to adjourn the meeting. The motion carried 6-0.

The meeting adjourned at 9:25 p.m.

Respectfully submitted,

Brenda Eklund

Deputy Clerk