

City of Scandia Parks and Recreation Committee
Monday, January 6, 2020

Members Present: Terry Gorham (Chair), Cami Van Abel, Carol Schwinghammer and Patti Ray (City Council Representative).

Members Absent: Dustin Hegland (Vice Chair) and Greg Zauner

Staff Present: Adam Hawkinson (Public Works Director) and Brenda “Bee” Stignani (Office Assistant)

PUBLIC FORUM

- Susan Young of the Forest Lake Rotary Club extended an invitation to any organization in Scandia to participate their Plunge event, “Get Cold for Your Cause!”
- Patti Ray presented on behalf of the Bone Lake Association, their interest in partnering with the City of Scandia in some sort of a bare root tree program to assist residents in replacing lost or damaged trees from recent storms. Bone Lake Association would potentially provide all of the volunteers and the city would provide the space. After a brief discussion, Ray indicated she would reply to the Bone Lake Association that the PRC is interested and would consider a formal request to consider in the future.

APPROVAL OF AGENDA

Gorham requested a change in the agenda to add 7 b. Warming House Improvements to the New Business section and to combine item 6 a. Vinterfest Planning into item 5 c. as the staff report contains details of completed tasks and a natural discussion regarding items left to plan would be included at this time.

Motion by Van Able, seconded by Schwinghammer, to approve the amended agenda. The motion carried 3-0.

APPROVAL OF MINUTES

Motion by Gorham, seconded by Van Able, to approve the December 2, 2019 minutes. The motion carried 3-0.

REPORTS

Chair Report

Chair Gorham deferred his oral comments to discussion later in the agenda. His report is follow-up comments in regard to Vinterfest and Forest School only.

Public Works Director Report

Hawkinson provided a written report.

Vinterfest: Public Works began removing snow to make a passible foot path between the T-Ball Field for the Kubb Tournament and the Community Center. Public Works has been making ice and maintaining the ice rinks at every opportunity. The weather patterns have been challenging.

Warming House: A resident contacted Public Works, complaining that the Warming House was not open at 11:30 a.m. on the weekend, so new signs were printed and displayed on the doors in order to be visible to the public as it opens at noon. Signs were posted on the bulletin board inside, and not visible from outside locked doors.

Playground Equipment: Public Works compiled a binder of catalogs from multiple playground equipment companies in anticipation of 2021 Capital Improvement Plan parks improvements to assist committee members to explore options and document ideas, themes, and other relevant details. Ray took the binder first. Total amounts to be allocated, possible grants to apply for, and feasibility of contracting all installation versus Public Works will impact the scope of this project. Tentatively, committee members would look in the ballpark of \$200,000.

Bone Lake Trail: Public Works will assist Ray to find memorial bench to recommend to the Bone Lake Association before their next meeting. Other discussion delayed until Old Business, Bone Lake Trail on tonight's agenda.

Staff Report

Stignani provided a written report.

Vinterfest Planning:

- The reserved Might Ducks DVD was the wrong version. Staff is working on another copy of the correct version of the family movie.
- Gorham has distributed button boxes and collecting cash systematically. More buttons will be requested if needed in one week. Discussion on additional locations if desired.
- Gorham will post on Next Door App, Staff has posted on city website and Facebook, but intends to add posts with different past photos. Staff to include promotional photos provided by the Enchanted Frozen Sisters
- Staff to add to the schedule poster the description "Snow Sculpture and Button Award" and the end time to the Enchanted Frozen Sisters Meet & Greet
- Press Release with the button winner photo for staff to investigate if this is possible
- Staff to suggest to Cory Roberts feedback that there is an interest in a senior men's team (over 55) and a co-ed mixed team as there seems to be fewer teams signing up so far
- Van Able will be the contact person for all events at Vinterfest that relate to the Enchanted Frozen Sisters, Hegland will be on site for the snow sculpture events, Ray is recruiting help with the face painting.

OLD BUSINESS

Bone Lake Trail Next Steps: The survey company will provide Hawkinson with two estimates. One for the east line and one for the north line surveys. The south-east corner, an adjacent property owner has requested that the city remove a tree. Property lines will determine if the tree is actually on city property or not before any action is taken. Winter is the best and most economical time to do these surveys. Bone Lake Association members will provide volunteers to maintain the trail this season. Hawkinson offered input for installation of a future walking path to go over the swamp.

School Forest: Gorham provided a written report. Additionally, there would need to be investigation into options to make a safer crossing from the elementary school to the School Forest in Lilleskogen. This is a county road, Hawkinson needs to notify Washington County Public Work about this project when it moves forward. Ray presented preliminary information about this project to City Council member Cusick, Gorham will follow up with more detail. There will be a need to discuss funding a stipend for the proposed School Forest Coordinator. Ray inquired if there could be a new sign at Lilleskogen Park, Hawkinson is waiting for estimates due this week for this sign, plus Hay Lake and the T-Ball field from the contractor who created the other signs.

Motion by Gorham to support the development of the School Forest project with the initial activity to recommend creating a joint power of agreement between the school district and City of Scandia, seconded by Van Able. The motion carried 3-0.

NEW BUSINESS

Operational Calendar: Gorham will work on a year overlook of Parks and Recreation activities for the next PRC meeting.

Warming House Improvement: Residents using the Warming House commented to Ice Rink Attendants on their interest in the city installing vending machines now that there are security cameras installed. Hawkinson added others questioning why other non-profit organizations are not taking advantage of the Warming House Kitchenette for a space to host fund raising events or operations. In particular, selling prepackaged items during regular Warming House hours. After discussion of options of city managing vending purchased machines, contracting with companies who own and maintain machines, an organization to manage privately owned machines, or option to encourage patrons to shop at local businesses instead, Schwinghammer will contact a few local vendors to see what is involved to pursue options. In regard to parents requesting use of the warming house before school, the PRC supports allowing parents to reserve ice time for their group and giving them one key code to open the Warming House in an arrangement that works for Public Works and Administration. Public Works can install a lock box on the office door for security. Requesting additional rubber mats to be installed between the rinks and the double doors.

AGENDA FOR NEXT MEETING

The proposed agenda for the Monday, February 3, 2020 meeting:

1. Bone Lake Park Trails Follow Up
2. Vinterfest Review
3. School Forest Follow Up
4. Operational Calendar 2020
5. Warming House Changes
6. Park Budget

ADJOURNMENT

Motion by Schwinghammer, seconded by VanAble, to adjourn the meeting. The motion carried 3-0.
The meeting adjourned at 8:44 p.m.

Respectfully submitted,

Brenda "Bee" Stignani, Office Assistant/Parks and Recreation Coordinator