City of Scandia Parks and Recreation Committee
Monday, February 3, 2020

Members Present: Terry Gorham (Chair), Dustin Hegland (Vice Chair), Carol Schwinghammer, Greg Zauner and Patti Ray (City Council Representative).

Members Absent: Cami Van Abel

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

PUBLIC FORUM
There were no public comments.

APPROVAL OF AGENDA
Gorham requested a change in the agenda to add 7 b. Gateway to Scandia.
Motion by Hegland, seconded by Schwinghammer, to approve the amended agenda. The motion carried 4-0.

APPROVAL OF MINUTES
Motion by Hegland, seconded by Schwinghammer, to approve the January 6, 2020 minutes. The motion carried 4-0.

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 only.

Public Works Director Report
Hawkinson provided a written report.

- Lilleskogen survey – Zauner recommended specialized pins which expand and spread out when these are pulled up. This is suggested to reduce the number of marking pins removed by non-authorized people for any reason. Hawkinson will investigate.
- PRC narrowed the sign design to images rendered by St. Croix Signworks. Hawkinson will solicit more quotes for double sided signs made of more maintenance free material from local businesses.

Staff Report
Stignani provided a written report. PRC members will report back to staff regarding 2019 PRC Accomplishments and 2020 Goals and Projects.

OLD BUSINESS
Vinterfest Review: Zauner provided an oral report.

- The Buttons all went this year, plus some vintage ones. Next year, print 125 at once and plan for Vintage Donation Box to find a purpose for those still available. Donations from the boxes totaled approximately $325
- Lions Pancake Breakfast was very successful
- Kubb Tournament participants would like to relocate next year. Discussed Tennis Courts, Southfield and Gammelgarden

- Fireworks would like to be moved. Still needs to be visible from Elim Church and the ice rink. Consult with Glasow and Hinz
- Princesses – "flop" as an event after the award presentations, until they recovered by finding the kids outdoors – they stayed longer than contracted and interacted with the residents in a very positive outcome. PRC would like to consider next year additional promotional efforts, highlighting them on an outdoor platform/stage with a portable PA system. Area business would consider sponsoring an Outdoor Tea Party
- Clogging – most attended, they performed more than anticipated, the small overlap with the Lions Pancake Breakfast seemed very successful
- Beaivi and the Reindeer Play by Asylum Theater – approximately 20 in the audience at each performance, positive comments from audience members. Amber at Asylum Theater indicated in planning stages that future appearances would be dependent on the amounts of donations received and they have not yet provided any feedback.
- Gammelgarden Crafts, Library Fish Pond, Chili/Bundt cake contest and Face Painting all interpreted as very successful. The movie seemed to be a flop on all fronts. It was offered too late at night. Future consideration only if it's earlier.
- Tasks to add next year: schedule cleaning crew after the event and have someone pick up sandwich boards or other outdoor supplies cleaning up posters from windows and such.
- Suggestions for future: Print the schedule of events on the back side of the Lions' flyer in the Messenger, provides schedule flyers at the breakfast, use Facebook Invites/Events for each individual activity, host a dedicated Vinterfest website, Events: Freeze Your Bags Off Bean Bag Toss Tournament (sponsored by…), Yoga in the Park, Bingo and Bloody Mary's (Meisters at Community Center 11am to 1pm), Event in Lilleskogen (Washington County Library?) Story Walk, Tea Party by Apothecary's Daughter with the Enchanted Sisters (outside), Adult Women's Crafts (Cooking class, bread baking, knitting, crochet, Painting etc.) "Share Your Talent", Work with the EDA to include local businesses, Puzzle Contest and cribbage tournament, Combine Enchanted Sisters with face painting, Outline Vinterfest banner letters on signs in black or dark grey. Very faded, improve marketing on Play and Enchanted Sisters, run Vinterfest two days with senior men and women's hockey tournament on second day, Theme - We Laugh at Winter! Or something that is a Swedish proverb/phrase, post schedule on all social media 4 weeks in advance and post once a week, advertise a Family Festival not just a hockey tournament, create a school event to honor 2nd and 3rd place button winners and build up anticipation of Vinterfest, increase the cash prize amount for button winners, add benches for outdoor seating – possibly the t-ball stands if moved prior to freezing, and hot cocoa somewhere in the venue.

Bone Lake Trail Next Steps: Included in Public Works written report, additionally a future boardwalk on the north end to be constructed to connect future paths.

School Forest: Gorham provided an oral report that the next step is to present the City Council work session on Wednesday, February 6, 2020. Gorham explained the simplified intent of this venture is to make an area of Lilleskogen an outdoor classroom for the Scandia Elementary School.

Warming House Changes: Schwinghammer provided an oral report. A local 4-H group was not interested in maintaining a vending machine in the Warming House, and the Scandia Mercantile & Market will consider it. Schwinghammer will contact Bernick's in Dresser, Wi for further options. Hegland inquired if the light will be repaired in front of the Warming House, Hawkinson stated it keeps burning out bulbs. It is not clear if it is from bad bulbs or a bad fixture. The Warming House hours discussion from the January 6, 2020 PRC meeting resulted

in generating codes to open the door for requests for daytime use. Hegland suggested that a motion be considered to make the facility open, unrestricted, as summer use.

Motion by Hegland, seconded by Zauner, to schedule the locks to open at 8 a.m. on the Warming House to be consistent with other season accessibility to the facility. The motion carried, 4-0.

NEW BUSINESS

Operational Calendar: Gorham provided a draft document. Members decided to add the Operational Calendar item to the regular agenda as the most efficient method to staying up on PRC responsibilities. Changes to the draft document Gorham provided:

- January - add Draft Annual Report and Membership Review
- June – add Pickelball Tournament Planning
- August – remove Capital Planning and add Vinterfest Planning
- October – remove Membership Review

Gateway to Scandia: Gorham provided materials outlining the current status of this project and a letter of support by Janie O'Conner. Gorham will write a similar letter of support to Senator Housley and Representative Dettmer on behalf of the PRC.

AGENDA FOR NEXT MEETING

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

1. Review Park and Recreation By-Laws
2. Election of PRC 2020 Chair and Vice Chair Officers
3. Signage
4. Warming House Vending Machines
5. Expand Lilleskogen Storyboards

ADJOURNMENT

Motion by Hegland, seconded by Zauner, to adjourn the meeting. The motion carried 4-0.
The meeting adjourned at 9 p.m.

Respectfully submitted,

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