

**City of Scandia Parks and Recreation Committee**  
**Monday, March 2, 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:** Ken Cammilleri (City Administrator), Adam Hawkinson (Public Works Director) and Brenda "Bee" Stignani (Office Assistant) plus 4 guests

**PUBLIC FORUM**

Janie O'Conner informed the Parks and Recreation Committee about the events planned at the Gateway to Scandia Day at the Capital on March 16, 2020.

**APPROVAL OF AGENDA**

Gorham requested a change in the agenda to reorder item 7. A. and 7. F. be addressed after item 4. A. and before item 5. A.

**Motion by Zauner, seconded by Schwinghammer, to approve the amended agenda. The motion carried 4-0.**

**APPROVAL OF MINUTES**

**Motion by Hegland, seconded by Zauner, to approve the February 3, 2020 minutes. The motion carried 4-0.**

**NEW BUSINESS**

***Bird Migration Project Proposal***

Olivia Nienaber presented to the PRC a proposal and provided a written summary to support her 4-H OWL Bird Migration Project. Hawkinson requested the planting of trees and bushes project aspect be delayed until August or September as the city would be required to commit more resources of time and materials to maintain the plants as they establish themselves over the summer season. Nienaber elaborated that the project must be completed in time to present her final project at the Washington County Fair and therefore must be completed by the last day in May. Hawkinson suggested other sources for trees and the city's access to mulch materials could reduce the amount needed for this project. Nienaber explained the importance of purchasing from local businesses and the need for the city's order to be included for volume pricing. Schwinghammer asked if it would be possible to plant only one site for the purposes of the county fair deadlines, but to commit to planting the remaining three sites later in the year. Nienaber pointed out the burden of duplicating the organization of resources and volunteers is defeating of the purpose besides the need for the volume pricing in the spring event. Gorham asked if Nienaber would commit to volunteering follow up oversight of the project areas, and Nienaber agreed as she is able. Ray pointed out that Lilleskogen Park has heavy tree cover that would not be ideal for this project. Zauner suggested the public land on Olgilvie Avenue and Hawkinson suggested the public area near the 201 fields as alternative sites to consider. Hegland brought up Wind-in-the Pines and Cammilleri Bone Lake Park. Further discussion revealed the distance to provide water until the plants were established, and the financial impact of the time of the Public Works Department was prohibitive to these sites. Gorham emphasized visibility for residents to benefit be included as a factor the final selection. Hegland asked if two sites could be established on Olgilvie Avenue. Further discussion followed, where all present agreed that two sites on

the Community Center grounds and one behind the Annex building were the best options after Nienaber explained that ten sites in her project was her goal, but not a requirement. Further discussion concluded that staff would make a final selection of the actual items to plant at a later point, but the committee supported the concept of the project and would seek to fund a portion of Nienaber's request and all of her other requests including assistance in promoting the events and providing space for the bird house building aspect of the project.

**Motion by Gorham, seconded by Zauner, to provide up to \$1,400 for supplies for the Bird Migration Project and assist in promoting the event as requested. The motion carried 4-0.**

***Invasive Removal Grant Proposal from Friends of Scandia Parks & Trails***

Karen Schik presented on behalf of FSPT a proposal to collaborate with Great River Greening and the SNA program of the DNR and provided a written summary.

**Motion by Zauner, seconded by Hegland, to provide \$2,000 and a letter of support to include with the grant submission. The motion carried 4-0.**

**REPORTS**

***Chair Report***

Chair Gorham stated that his report was oral by his comments and clarifications with the two project proposals just presented. Gorham also sent a letter out on behalf of the SPRC to legislatures in support of the Gateway Trails.

***Public Works Director Report***

Hawkinson provided a written report.

- Lilleskogen Park – Prairie Restoration plans a spring burn when the snow is gone followed by chemically treating (Canary Reed Grass) and if the weather is dry enough, this two-step process will be repeated this fall and spring 2021 before replanting. Hawkinson will search for another bridge option which is ADA compliant.
- Warming House – Hegland requested staff investigate the possibility of installing the auto locks on the rink-side exterior doors. Hawkinson reported when the city provides push shovels for the rink attendants, they push the snow off to the side of the rink but fail to throw the snow over the rails and completely off of the ice. This caused Public Works extra time and repairs during rink maintenance. Staff will address this with the Lead Rink Attendant to train next season's Rink Attendants.
- Bone Lake – Hawkinson reported the bench has arrived, and Hegland requested a list be started for locations in need of benches. Starting with Lilleskogen Park and the warming house.

***Staff Report***

Stignani provided a written report.

- Summer Parks and Recreation Summer program – staff identified Arts in Action Camp as the only program to offer in the summer. Gorham will post in NextDoor on his own account, informal times that he and or some other PickleBall players will meet up on the courts and offer demonstrations in an effort to entice new players to the sport.
- Staff to include Operational Calendar on the agenda for subsequent SPRC meetings.

**Motion by Zauner, seconded by Gorham, to approve the Arts in Action Camp on August 10-14, 2020 through Festival Theater. The motion carried 4-0.**

## **OLD BUSINESS**

### ***Warming House – Vending Machines***

Schwinghammer provided an oral report. Bernick's in Dresser has not responded yet to her inquiry. Aspen Vending has also been contacted. Other discussion followed with other suggestions for Schwinghammer to follow up with the goal finalizing plans in time for the winter 2020-21 season.

## **NEW BUSINESS**

### ***Review Park & Recreation By-Laws***

- Zauner noted that in the Duties and Functions, secondary function table approved by the City Council on June 19, 2012 included Special Event collaborating with Gammelgarden Museum on the Scandia Community Market. This is an event which is run by the group, Scandia Farmers Market after initial support by SPRC.
- Gorham clarified that Section 5 Meetings, subsection E Minutes of the Meeting specifies that a motion to approve the minutes from the meeting prior is not necessary, unless there is an objection after the chair calls for additions or corrections. If there are no additions or corrections, the minutes shall stand approved. If there is an objection, the SPRC shall vote upon the addition or corrections.

**Motion by Zauner, seconded by Hegland, to strike "Collaborate with Gammelgarden Museum on the Scandia Community Market" from the secondary functions section of the City of Scandia Parks & Recreation Committee Bylaws. The motion carried 4-0.**

### ***Election of SPRC 2020 Chair and Vice Chair Officers***

**Motion by Zauner, seconded by Hegland, to recommend Gorham as the SPRC Chair for the period March 2020 to February 2021. The motion carried 4-0.**

**Motion by Hegland, seconded by Schwinghammer, to recommend Zauner as the SPRC Vice-Chair for the period March 2020 to February 2021. The motion carried 4-0.**

### ***Park Signage***

Hawkinson provided a written report. Committee discussion narrowed the parameters of the new signs to be HDPE (High-Density Polyethylene) plastic rather than wood. Staff will prepare a new quote with this material to include installation costs.

### ***Expand Lilleskogen Storyboards***

Ray requested the City of Scandia purchase two additional posts and picture stands for the Lilleskogen's Story Path to accommodate a larger number of children's projects and fill in the longer stretch on the north side of the path. Hawkinson stated the cost of the first posts were approximately \$180.

**Motion by Hegland, seconded by Zauner, to purchase two additional story board stands for Lilleskogen's Story Path. The motion carried 4-0.**

## **AGENDA FOR NEXT MEETING**

The proposed agenda for the Monday, April 6, 2020 meeting:

1. Warming House Vending Machines
2. SPRC Budget
3. Signage
4. Bone Lake Park
5. Warming House Winter Usage
6. Vinterfest

**ADJOURNMENT**

**Motion by Hegland, seconded by Zauner, to adjourn the meeting. The motion carried 4-0.**

The meeting adjourned at 9:12 p.m.

Respectfully submitted,

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