

**City of Scandia Parks and Recreation Committee**  
**Thursday, April 16, 2020**

A work session meeting of the Scandia Parks & Recreation Committee was held on the above date with modifications. Due to the health advisory issued by the State regarding the COVID-19 outbreak, to avoid public gatherings and limit social contact, the meeting was conducted over an electronic platform. All Committee members and staff who joined the meeting remotely could hear each other and contribute to discussions. City Administrator Cammilleri was present in the Council Chambers. Cammilleri was the presenter and displayed the meeting materials for participants to view on their remote screens.

The following were participants to the meeting: Committee members Terry Gorham (Chair), Greg Zauner (Vice Chair), Carol Schwinghammer, Dustin Hegland and Cami Van Abel and Patti Ray (City Council Representative). Staff members Ken Cammilleri (City Administrator), Adam Hawkinson (Public Works Director) and Brenda “Bee” Stignani (Office Assistant)

**PUBLIC FORUM**

There were no public comments

**APPROVAL OF AGENDA**

**Motion by Hegland, seconded by Schwinghammer, to approve the amended agenda. Roll call vote: Hegland - yes, Van Able – yes, Schwinghammer – yes, Zauner – yes, Gorham – yes. The motion carried 5-0.**

**APPROVAL OF MINUTES**

Chair Gorham called for any additions or corrections to the March 2, 2020 minutes. No additions or corrections were submitted. The minutes stand approved.

**REPORTS**

***Chair Report***

Chair Gorham provided a written report with status updates on the pollinator projects and notifying board members that the storyboard request for Lilleskogen Children’s Story Path and the bylaws change were delayed getting on the City Council agenda due to the COVID-19 outbreak. Staff confirmed that these will be addressed next week.

***Public Works Director Report***

Hawkinson provided a written report.

- Control of the South Ball Field has been handed to the Scandia Heritage Alliance as part of the preliminary development agreement for the proposed water tower barn and cultural center. Forest Lake Athletic Association has been informed, but staff will double check that they are aware that this field is not available for scheduling events.

***Staff Report***

Stignani provided a written report, highlighting the answer that the Festival Theatre supports offering the Arts In Action for a second week.

**Motion to approve staff to contact Festival Theatre to coordinate a second week of Arts In Action kids camp this summer. Amended: Based on the Community Center availability. Motion by Gorham,**

seconded by Hegland, to approve as amended. Schwinghammer – yes, Hegland – yes, Zauner – yes, VanAble – yes, Gorham – yes. The motion carried 5-0.

### OLD BUSINESS

*None*

### NEW BUSINESS

#### ***Zamboni Proposal***

Hawkinson provided a written report, highlighting that the current Zamboni owned by the city is a 1965 model that was purchased in 1992. Hawkinson recommends purchasing the 1980 refurbished Zamboni from R&R

- Propane – more efficient, runs cleaner and less maintenance. Possible support to achieve next Green Step goal.
- 3-month warranty – coverage begins at first use, not upon delivery. This will ensure full support at no additional cost for the first season. This is not offered through all sources (eBay, auctions, etc.)
- The current blades owned for the current Zamboni fit the proposed purchase. No additional purchase necessary.
- Upgraded feature: Broom on the side to keep the machine from damaging the boards. Hawkinson estimates that 2.5 to 3 days of Public Works labor goes toward annual repair of the boards from the current machine not having this feature.
- Refurbished – fittings, hoses, other parts all replaced and refurbished to new parts. Questionable only if the hydraulic hoses to lift the conditioner up and down were replaced during in person inspection by Hawkinson. However, this part is under low pressure and is common to last the life of the machine and the part is easily addressed by Public Works staff. There is no known advantage in regard to parts to consider purchasing the 1997 model that is available over the 1980.
- The 1980 model is well under the budgeted amount. The dealer, R&R, will accept the current machine for a trade in. They will pick up and deliver in the same trip.
- These machines (a second machine available that Hawkinson and PRC members discussed) are not on hold. The dealer intends to notify Hawkinson if another interested party expresses interest in these machines.
- R&R is the only dealer of Zamboni in the 5-state region. They recondition, work on and sharpen blades.
- Public Works invests time & materials annually to maintain the current Zamboni, and the parts are becoming more difficult to acquire. Updating to a newer, used machine will reduce this expense.
- Propane holding cabinets for the two tanks are not required as they will be stored on the machine. Regulations allow for the tanks to be stored on the machine as they are in use. When a tank empties, a valve is switched and the empty tank removed to be transported for refilling at the station and replaced immediately.

**Motion to recommend to City Council to purchase the 1980 refurbished Zamboni and to trade in the old machine to the dealer, R&R, for a total expense of \$16,844. Motion by Hegland, seconded by VanAble. Roll call vote: Hegland – yes, Schwinghammer – yes, VanAble – yes, Zauner – yes, Gorham – yes. Motion carried 5-0.**

### AGENDA FOR NEXT MEETING

The proposed agenda for the Monday, May 4, 2020 meeting:

1. New Pollinator Project & Bird Migration update
2. Capital Budget
3. Warming House Vending Machine Update

4. Signage
5. Bone Lake Park Next Steps
6. Cycling Scandia Public Bulletin Board
7. Lilleskogen Children's Story Path – Summer Projects
8. Warming House Winter Usage
9. Vinterfest

**ADJOURNMENT**

**Motion by Hegland, seconded by Zauner, to adjourn the meeting. Roll call vote: Schwinghammer – yes, Van Able – yes, Hegland – yes, Zauner – yes, Gorham – yes. The motion carried 5-0.**

The meeting adjourned at 7:45 p.m.

Respectfully submitted,

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