

**City of Scandia Parks and Recreation Committee
Monday, October 1, 2018**

Members Present: Terry Gorham (Chair), Dustin Hegland (Vice Chair), Carol Schwinghammer, Dan Lee, and Cami Van Abel

Members Absent: Jim Schneider (City Council Representative)

Staff Present: Judi Negus (Office Assistant) and Adam Hawkinson (Public Works Director)

Chair Gorham called the meeting to order at 7 p.m.

PUBLIC FORUM

There were no comments.

APPROVAL OF AGENDA

Motion by Lee, seconded by Hegland, to approve the agenda. The motion carried 5-0.

APPROVAL OF MINUTES

Motion by Schwinghammer, seconded by Hegland, to approve the July 2, 2018 minutes. The motion carried 5-0.

REPORTS

Chair Report

Chair Gorham provided a written report from the July 17 City Council meeting and the August 1 City Council Work Session. Gorham noted there were 12 teams in the Taco Daze pickleball tournament, which was a success.

City Administrator Report

Administrator Soltis provided a written report. Gorham noted the 2019 budget includes \$10,000 for wetland restoration at Lilleskogen Park. Bolton & Menk submitted a grant request seeking a grant of \$99,300 for projects identified in the Lilleskogen Park plan. Gorham informed the transfer of a lot in Big Marine Park Reserve to Washington County was complete. The City Council approved an agreement with the DNR to provide for preparation of the Gateway Trail. The trail will run approximately one mile from Oakhill to William O'Brien State Park.

Committee members reviewed the financial reports provided by Soltis. Hawkinson noted the increase in wages due to full-time Public Works staff covering the duties of a part-time seasonal maintenance worker.

Public Works Director Report

Hawkinson provided Committee members with the Public Works September 2018 activity report. Hawkinson informed primary responsibilities included sewer and roads. Public Works will be preparing the skating rink and storing skateboard ramps in the near future. Hawkinson noted the clover was coming in good at Lilleskogen.

OLD BUSINESS

Vinterfest Committee

Gorham shared Lynette Welsch of the Scandia Marine Lions has been in touch with Corey Roberts, Scot Taylor and Lynne Moratzka regarding their events during Vinterfest 2019. These organizers' roles will remain the same. The next step is for the Lions to organize a Vinterfest Committee. Lee and Hawkinson offered to represent the Parks and Recreation Committee on the Vinterfest Committee.

Review Bench Policy

Hawkinson provided draft policies for benches to be located in the business area and for benches in natural areas. The revised draft policies addressed materials and colors. Committee members agreed these policies were good guidelines. Hawkinson reminded the guidelines could be altered by City Council. Future discussion will include identifying locations for the benches.

Motion by Hegland, seconded by Lee, to recommend the draft bench policies to City Council.

Gorham felt the "installation" guidelines for benches in natural areas was vague. It was agreed the bench policy should be revised to include "Benches shall be sufficiently mounted to prevent movement from its initial location."

Motion by Gorham, seconded by Lee, to recommend the bench policies as amended. Motion carried 5-0.

NEW BUSINESS

Summer Recreation Programming Recap

Negus shared registrations from the summer recreation programs, as well as the registrations from the past five years. There continues to be a decline in program registration. It is unclear whether the decline is based on demographics, offering the right activities, or broadening the programs to other age groups. Schwinghammer suggested an interactive program with children and seniors. Negus pointed out most programs are offered through Community Education and not offered by cities. Negus reported the "Art in Action" program was a success with 16 participants. Committee members discussed other programs the City could offer and will discuss further at the November 5, 2018 meeting.

Butterfly Garden at Lilleskogen

Gorham reported the progress of the butterfly garden at Lilleskogen and the request to keep the butterfly garden as initially planned. It was agreed maintenance of the garden needs to be clarified. Hawkinson recommended an agreement, similar to the Veterans Memorial Agreement, be implemented and any organization taking on a commitment at a City park should meet the same expectations.

Karen Schik addressed the Committee. Schik shared an 8-page legal document was not necessary for volunteers offering to weed the butterfly garden and proposed a Memorandum of Understanding. Committee members agreed the expectations of maintaining the butterfly garden need clarity.

Hawkinson and Schik will work together to revise the Memorandum of Understanding to clarify expectations/roles and joint responsibilities and present at a future meeting.

Senior Programming

Negus informed Committee members of the “Scandia Walking Club” offered by Wild River Fitness. The program has been canceled due to no participation. Other program opportunities were suggested, including pickleball, cribbage night, bridge night and movie night. Committee members agreed to provide Gorham with suggestions for other programs by October 15 to be discussed further at the November 5, 2018 meeting. It was suggested a list of potential programs could be shared at a future Lions meeting for feedback of interest.

Winter Recreation Programming

Negus shared a history of winter recreation registrations from the past five years. Negus recommended offering the Pleasure Skating program and Learn to Skate programs, as in past years. Hegland offered to, once again, supervise the Pleasure Skating program. Negus updated the Committee members and informed although the Staff Report shared Katy Herman was unable to instruct the Learn to Skate programs, circumstances have since changed. Herman is willing to return this year to instruct the Learn to Skate programs.

Motion by Lee, seconded by Gorham, to recommend offering the Pleasure Skating and Learn to Skate programs starting the first week in January 2019. The motion carried 5-0.

Budget Submissions/Comprehensive Plan Strategy

Gorham confirmed the Parks and Recreation Committee recommendations for improvements at various parks will be presented at the December 5 public hearing on the 2019 City budget. Committee members agreed the budget requests are consistent with the Comprehensive Plan.

AGENDA FOR NEXT MEETING

The proposed agenda for the Monday, November 5, 2018 meeting:

1. Summer Programming
2. Senior Programming
3. Path Proposal

ADJOURNMENT

Motion by Lee, seconded by Hegland, to adjourn the meeting. The motion carried 5-0.

The meeting adjourned at 9:22 p.m.

Respectfully submitted,

Judi Negus
Office Assistant