

## City of Scandia Parks and Recreation Committee

October 5, 2015

**Members Present:** Ryan Jinks (Chair), Brad Borg (Vice Chair), Greg Zauner, Alex Bildeaux, and Dan Lee (City Council Representative)

**Members Absent:** Matt Rasmussen

**Staff Present:** Judi Negus (Office Assistant) and Dave Williams (Director of Public Works)

**Guests:** Janie O'Connor and Karen Schik

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

### **PUBLIC FORUM**

There were no comments.

### **APPROVAL OF AGENDA**

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

### **APPROVAL OF MINUTES**

**Motion by Zauner, seconded by Bildeaux, to approve the September 14, 2015 minutes. The motion carried 4-0.**

### **REPORTS**

#### *Chair's Report*

There was nothing to report.

#### *Staff Report*

Negus had nothing to report in addition to the Staff Report for Winter Recreation Programs.

### **NEW BUSINESS**

#### *Pollinator Planting Project*

Janie O'Connor of 14682 Oakhill approached the Committee. O'Connor informed Ann Rinkenberg's daughters, Sophia Nienaber and Olivia Nienaber, prepared a video presentation requesting approval of a pollinator planting project at the corner of Oren Road North and Olgilvie Avenue North. O'Connor provided Committee members a copy of the transcript for the presentation. O'Connor also provided Committee members with documentation, which was included in the meeting materials, that highlighted the proposed location, project goals and proposed restoration process.

Chair Jinks shared concern regarding an easement on the southwest portion near the proposed site and wanted clarification for the purpose of the easement. Jinks informed the Washington County GIS map shows it to be residential property owned by Swenson's farm. Jinks suggested the City Attorney should advise.

Karen Schik approached the Committee to explain maintenance of the proposed project. Schik stated it would be ideal to have the site mowed every three to five years and complete spot treatment of invasive species. Schik informed that after three years the site would be an

established prairie and the City could decide not to do any maintenance. Bildeaux questioned the cost. Schik informed the cost to be \$650 every three to five years to burn and an additional cost to spot spray herbicide. Bildeaux shared concern approving the project if there were no plans to maintain the site.

Jinks questioned the use of an ATV trail and liability if someone should get hurt on City property. Schik explained the trail is no longer used by ATVs and could be removed from the proposal. Jinks also asked if the residents south of the proposed project were contacted for feedback. Schik stated someone had contacted them but was unsure who did. Jinks suggested a written statement would be adequate. O'Connor stated 7 of the 11 residences in the development were notified; the remaining residences were left written information.

Schik informed they would like to prep the proposed site this fall to include herbicide applications. Jinks shared he would not approve the proposed project until there was clarification of the easement and documented resident support.

Jinks asked for clarification of the grant proceeds. Schik stated the City would not directly receive the grant dollars. Rather, the quoted \$3,750 is the value of the project. The 4-H club would receive \$3,750 from a Pheasant's Forever grant.

Borg made a motion to approve the pollinator planting project subject to conditions related to the documented concerns. Motion failed for lack of a second.

All Committee members in attendance supported the project but it was tabled until the November 2, 2015 meeting and asked for O'Connor and Schik to return with clarification of the easement and documented feedback from residents in the development.

#### *Winter Recreation Programs*

Negus summarized the written Staff Report and requested a recommendation to approve the winter skating programs as presented.

**Motion by Jinks, seconded by Zauner, to approve the winter skating programs. The motion carried 4-0.**

In addition, Negus informed she is in the process of contacting last year's ice rink attendants to inquire of their interest to return this coming winter season. Negus stated it is ideal to have at least four ice rink attendants. Negus stated she will be recommending the City Council approve advertising and interviewing for the ice rink attendant positions at the October 20, 2015 City Council meeting.

#### *Lilleskogen Strategic Action Plan Review*

Jinks requested the Strategic Action Plan be amended to include a goal for the Veterans Memorial project including timelines. Jinks also reviewed the vision statement with Committee members. Borg suggested there are varying interpretations of the vision. Committee members agreed to review the Strategic Action Plan, page by page, at a future Committee meeting. Jinks proposed this topic of discussion be included in the December agenda if time allows.

*Vinterfest Planning*

Jinks outlined the following topics to be addressed by the Committee. (The listed Committee members agreed to take the lead role in the tasks.)

1. Signage - Jinks recommended Rasmussen be assigned this task and offered to assist. Jinks suggested working with a graphic designer. Tasks to include design and printed materials.
2. Media Plan - Borg (newspapers, etc.), Negus (website, Facebook page)
3. Buttons - Zauner (to include the button design contest and presentation.

Jinks reminded the Committee will not participate in direct fundraising due to the conflict of duplicate solicitation presented last year at area businesses.

4. PRC Sponsored Events - Zauner (snow sculpture contest), Bildeaux (sledding), Negus (Pleasant Valley Cloggers)
5. Infrastructure (portable toilet) - Jinks, Bildeaux (firewood and rings)
6. Reindeer Herder - Jinks (to ask Mayor Simonson to continue this role)

Jinks requested each Committee member prepare for the November 2, 2015 meeting by providing an outline for their task and execution plan.

Williams informed new boards at the skating rink would likely be installed this week. Williams also stated the lines requested by Corey Roberts for the Scanley Cup adult hockey tournament have been ordered.

**AGENDA FOR NEXT MEETING**

The Committee agreed on the following agenda items for the November 2, 2015 meeting:

1. Log House Landing Signage (National Park Service)
2. Pollinator Planting Project (O'Connor and Schik)
3. Vinterfest Final Event Submission by Community Organizers
4. Vinterfest Final Planning for PRC Events and Responsibilities

**ADJOURNMENT**

**Borg, seconded by Bildeaux, moved to adjourn the meeting. The motion carried 4-0.**

The meeting adjourned at 8:44 p.m.

Respectfully submitted,

Judi Negus  
*Office Assistant*