

**City of Scandia Parks and Recreation Committee
Monday, December 2, 2019**

Members Present: Terry Gorham (Chair), Cami Van Abel, Greg Zauner, Patti Ray (City Council Representative), and Carol Schwinghammer (arrived 7:10 p.m.)

Members Absent: Dustin Hegland (Vice Chair)

Staff Present: Ken Cammilleri (City Administrator) and Brenda "Bee" Stignani (Office Assistant)

PUBLIC FORUM

There were no public comments.

APPROVAL OF AGENDA

Motion by Zauner, seconded by Gorham, to approve the amended agenda. The motion carried 3-0.

APPROVAL OF MINUTES

Motion by Zauner, seconded by VanAbel, to approve the November 4, 2019 minutes. The motion carried 3-0.

REPORTS

Chair Report

Chair Gorham provided an oral report. Expression of appreciation for Zauner to represent the PRC at the City Council meeting and offered to the council general comments that the Scandia Heritage Alliance presentation is generally supported by the PRC and that the amphitheater discussion has focused on Lilleskogen as a potential site, but this other proposal seems worth pursuing instead. Chair Gorham also reported that his meeting with Julie on the School Forest project has been postponed in order to coordinate and include the school teachers who are interested in the project and the DNR.

Public Works Director Report

Hawkinson provided a written report.

Hay Lake: There is a historical fence that will have an impact on the situation regarding the water fountain. All is tabled until the next season, but there is communication with the Washington Historical Society.

Staff Report

Stignani provided a written report.

Lighted Ballfield: Staff to contact surrounding communities that this is available. Forest Lake Athletic Association schedules our ballfields and point out the availability to use this field. Use Facebook to raise awareness of the availability. Gorham will follow up with Mayor Maefsky about the community group that met earlier in the year, to see if that is a viable avenue to get the word out about advertising in the ball field.

OLD BUSINESS

Vinterfest planning

Zauner provided a revised schedule. Staff did not locate the sandwich board signs requested, however, there was one left behind at the Best of Scandia event. Ray identified the owner as the Lions, and gave staff contact information to request use of two of these boards. Zauner will meet with staff to walk through the PRC supplies

in storage to locate button boxes, banners and such. Zauner will get the final versions of poster, and staff will order posters and banners. Gorham will distribute the button boxes to local businesses after Zauner sends staff the final artwork of the first, second and third place winners. Zauner will get the copies to Dan Lee to make buttons. Staff can use past photos from Vinterfest activities to promote on-line. Staff to research outhouse rental, two by the ice rink and possibly one by Kubb field. Press Releases prepared and distributed by staff.

Snow Sculpture: Staff will confirm that the waiver included in the meeting packet is all that is necessary for participation in Vinterfest activities, in particular the snow sculpture.

Frozen Princess Party: Staff will confirm with Tiny Diva Princess Party what is intended in from the comments section, "Indoors Maybe some games and M+G Activity Scandia Vinterfest 2020."

Beer and Food Tent: Gorham will follow up with Meister's, as their permit has not yet been filed.

Face painting: Ray will purchase supplies.

Vinterfest Button Contest:

1st Place – Emma Blank

2nd Place – Natalie Krutzig

3rd Place – Allison Reinhardt

Bone Lake Park Trails

Gorham reported that Hawkinson confirmed with Washington County that there are no pinpoints to find the corners of the property. Confirms that a survey will be needed, administrator clarified that it is a Boundary Survey that is needed. Gorham requests that Hawkinson follow through, identifying the cost of this particular survey – identifying the north and east boundaries.

Lion's Bench Follow-Up

Staff followed up on Bruce Swenson's lead for steel framed benches. The meeting packet contains one quote for 4 – 4' long customized benches with armrests and all supplies needed except the concrete pad and a second quote for identical items, for 4 – 6' benches.

Motion by Gorham to accept the donation by the Scandia-Marine Lions for \$6,000 for benches for 4 – 6' forest green, personalized "Scandia" benches and part of the expense toward installation. Seconded by Zauner. The motion carried 4-0.

NEW BUSINESS

No new business.

AGENDA FOR NEXT MEETING

The proposed agenda for the Monday, December 2, 2019 meeting:

1. Bone Lake Park Trails Follow Up
2. Vinterfest Check Point – Zauner will be absent
3. School Forest
4. Operational Calendar 2020

ADJOURNMENT

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

The meeting adjourned at 8:40 p.m.

Respectfully submitted,

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