

City of Scandia Parks and Recreation Committee
Monday, December 3, 2018

Members Present: Terry Gorham (Chair), Carol Schwinghammer, Dan Lee, and Jim Schneider (City Council Representative)

Members Absent: Dustin Hegland (Vice Chair) and Cami Van Abel

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

Chair Gorham called the meeting to order at 7:00 p.m.

PUBLIC FORUM

Scandia resident Janie O'Connor inquired about the status of the previously proposed BMX bike track. Chair Gorham explained the proposed track is currently no longer under consideration and is not included in the 2019 Capital Improvement Fund.

APPROVAL OF AGENDA

Motion by Schwinghammer, seconded by Lee, to approve the agenda. The motion carried 3-0.

APPROVAL OF MINUTES

Motion by Lee, seconded by Schwinghammer, to approve the November 5, 2018 minutes. The motion carried 3-0.

REPORTS

Chair Report

Chair Gorham provided a written report. Gorham attended the November 17, 2018 City Council meeting and reported the ice rink attendants have been recommended for hire. Gorham did follow up with Doran O'Brien and suggested he contact City staff to reserve the Community Center and ask for help to promote a "Family Movie Night."

City Administrator Report

Committee members reviewed the financial reports provided by Administrator Soltis. Gorham noted the \$12,000 YTD amount from park dedication fees. The outstanding negative balance for the Lilleskogen parking lot will be paid from the park dedication fees. The negative balance does not impact the proposed \$100,000 capital fund allocation for 2019.

Public Works Director Report

Hawkinson provided Committee members with the Public Works November 2018 activity report. Staff has been flooding the ice rink and there may be a volunteer to help with the task. The volunteer would not be responsible for using the Zamboni. Negus shared she and John Beattie have scheduled a mandatory orientation for new ice rink attendants for December 4 and 5, 2018.

OLD BUSINESS

Programming Survey

Gorham created a draft programming survey using Survey Monkey to help determine the community's interests and needs. The survey included: What are the areas of interest? Willingness to pay a nominal fee? Willingness to share a talent? Gorham informed there are restrictions for using

the basic plan for Survey Monkey at no cost; there are better analyzing tools when using a paid for plan. Committee members agreed the second question of the survey should be, "As a participant, would you be willing to pay a nominal fee to offset the material costs?" Question three should be clarified to include "voluntarily share your talents..." Committee members reviewed the list of interests on the survey. Some suggestions for inclusion were dance, jewelry making and skateboarding. Gorham will prepare a revised draft survey to share with Committee members at the January 7, 2019 meeting.

NEW BUSINESS

Review Mock-up Advertisement for Hockey Rink

Schwinghammer shared the mock-up advertisement she created with Committee members. The advertisement would follow the guidelines previously established and approved by City Council. Negus included the Guidelines for the Wojtowicz Skate Park Advertising Signs in the meeting materials for Committee reference. The "Advertise Your Company or Organization Here" advertisement would be a permanent sign.

Mayor Maefsky addressed the Committee as a representative of the Scandia Heritage Alliance. Maefsky introduced members Lila Deneke, Sarah Porubcansky and Sue Rodsjo. Rodsjo shared the purpose of the Scandia Heritage Alliance is to promote cultural heritage. Maefsky informed the Alliance hopes to restore the "water tower barn" and is considering locations for the restored barn. Two locations currently being considered include near the Hwy 97/95 overlook in the river valley to serve as an information center for the St. Croix Valley and expansion of Community Center grounds. The Alliance has explored the idea of the water tower barn being located at the current South Ball Field on Olinda Trail. The barn could potentially be a venue for arts, culture, or music and would be in close proximity to the Gammelgarden Museum. The Alliance plans to involve community input in May 2019 to determine the best location for the water tower barn.

The Alliance requested the Committee postpone pursuing advertising signage at the skating rink until the future vision of a revitalized downtown area is determined. Gorham explained the goal is to highlight local merchants on the signage and questioned how the signage would change the dynamic of the water tower barn. Additionally, Gorham and members of the Committee reminded the Scandia Heritage Alliance members that, in the event it is determined that signage does have an impact on the historical nature of the area, the signage policy approved by City Council has a three-year term and can be non-renewed at the end of that three-year period.

Motion by Lee, seconded by Gorham, to proceed with the promotion of advertising at the hockey rink. Committee members discussed the estimated cost for the mock-up advertising sign. The cost would come out of the Parks general fund.

Gorham amended the motion to proceed with the promotion of hockey rink signage on the condition that the promotional advertisement be \$300 or less, seconded by Lee. Schwinghammer opposed. The motion carried 2-1.

City-owned Parcels Listing

Soltis shared a listing of all City-owned parcels with the Committee. Negus pointed out that many of these parcels are parts of road right-of-way that have been deeded to the City as a requirement for a conditional use permit or variance. O'Connor addressed the Committee and requested a City-wide map identifying all City-owned parcels. The City has a GIS program that may have that capability. Negus agreed to follow up with Administrator Soltis. The Washington County Survey Division and Washington County Environmental Services may be other sources to obtain the requested map.

Review of Rink Reservation Policy

Gorham received a request to reserve the Wojtowicz Skate Park for a one-time Squirts hockey game. The current policy for the rink does not allow reservations on weekends. Committee members agreed the game may present rink maintenance costs and other concerns, such as limiting rink use by the public. Committee members agreed there was no need to make changes to the ice rink policy. The Committee would be open to considering closing the ice rink to the public for a tournament that would benefit maintenance of the Wojtowicz Skate Park. Any potential sponsors of an event would use the Special Event Permit Application process and seek approval through normal means.

Planning for Skate Park Improvements

Hawkinson shared pictures of skate board equipment for consideration of skateboard equipment replacement scheduled for 2019. Hawkinson informed there is \$12,000 designated in the 2019 Capital Improvement Fund. Several of the pieces of equipment need to be assembled and are sent in kits. Committee members agreed the equipment should be installed and built by the vendor. Hawkinson will continue to research more vendors and share other skateboard equipment recommendations at next month's PRC meeting.

AGENDA FOR NEXT MEETING

The proposed agenda for the Monday, January 7, 2019 meeting:

1. Path Proposal
2. Grant Proposal Outcome for Lilleskogen
3. Revised Programming Survey
4. Skateboard Park Improvements

ADJOURNMENT

Motion by Schwinghammer, seconded by Lee, to adjourn the meeting. The motion carried 3-0.

The meeting adjourned at 9:12 p.m.

Respectfully submitted,

Judi Negus
Office Assistant