

## **City of Scandia Parks and Recreation Committee**

**April 4, 2016**

**Members Present:** Ryan Jinks (Chair), Greg Zauner (Vice Chair), Terry Gorham, Jodi Feldmann, Dustin Hegland, and Dan Lee (City Council Representative)

**Staff Present:** Judi Negus (Office Assistant)

**Guests:** Lisa Schlingerman and Jean Van Tatenhove

Vice Chair Zauner called the meeting to order at 7:00 p.m. There was a brief introduction of Committee members and staff.

### **PUBLIC FORUM**

There were no comments.

### **APPROVAL OF AGENDA**

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

### **APPROVAL OF MINUTES**

**Motion by Gorham, seconded by Zauner, to approve the March 7, 2016 minutes. The motion carried 4-0.**

Chair Jinks arrived at the meeting already in session.

### **REPORTS**

#### ***Chair's Report***

Chair Jinks shared there was nothing to report.

#### ***Staff Reports***

Negus shared an updated Parks and Recreation Committee member roster and asked for any corrections to be brought to her attention. Negus also presented the latest update of the Vinterfest 2016 Expenses and Donations spreadsheet and informed Roberts Funeral Service donated \$750 and Meister's Bar and Grill donated \$241 to benefit Wojtowicz Skate Park. Negus reminded Meister's Bar and Grill donation did not meet guidelines as established by the Committee. For profit organizations are to donate 50% of the net proceeds, or a minimum of \$500.

### **OLD BUSINESS**

#### ***Log House Landing Signage***

Schlingerman and Van Tatenhove approached the Committee. A sample of the proposed signage was presented. The signage includes a bulletin board with a locked case on one side. The City could use a half of the casing to include City-specific rules or information. Schlingerman proposed residents' suggested rules to be included on the bulletin board. Van Tatenhove would use similar colors and fonts to display the City rules. Jinks agreed to work with City staff regarding what rules might be included and to obtain support from the Public Works Department. Schlingerman suggested removing other posted signs that are old or would be duplicated by the new sign.

There was some discussion about the proposed rule to "Pack it in; Pack it Out" and whether the City would want to continue garbage service at Log House Landing.

**Motion by Jinks, seconded by Zauner, to recommend installation of the National Park Service sign at Log House Landing. The motion carried 5-0.**

***Lilleskogen Strategic Action Plan Updates***

Jinks met with Friends of Scandia Parks and Trails and the Veterans Memorial Committee and shared they have volunteers to support planting at Lilleskogen, but do not have the funds for backfill or topsoil estimated to be \$4,000. Lee suggested obtaining soil from Forest Lake.

Negus shared the Veterans Memorial Committee will be meeting on Monday, April 11, and asked for a member of the Committee to be present. Gorham offered to attend the meeting with Negus to follow-up with more details.

Jinks recommended tabling this agenda item until the May 2, 2016 meeting with input from Public Works Director Dave Williams.

**NEW BUSINESS**

***Identify Summer Park Volunteer Activities***

Lee handed out a Staff Report from City Administrator Soltis regarding the function of the Parks and Recreation Committee. Included were maps of the existing park and recreation areas, park system plan, and bicycle routes plan. Also included was the Park System Plan from the Comprehensive Parks, Trails, Open Space and Recreation Plan adopted July 18, 2006.

The Committee agreed to table this discussion until the May 2, 2016 meeting with input from Public Works Director Williams.

***Review Park Capital Improvement Plans***

Lee distributed a Staff Report and corresponding Park Capital Improvements (Fund 404) information from Administrator Soltis. Committee members agreed to review the information prior to the May 2 meeting for discussion with Staff guidance.

**AGENDA FOR NEXT MEETING**

The proposed agenda for the May 2, 2016 meeting:

- 1) Identify Summer Park Volunteer Activities
- 2) Lilleskogen Strategic Action Plan Updates
- 3) Review Park Capital Improvement Plans
- 4) Review and Approve 2017 Budget; 2016 Budget Amendments

**ADJOURNMENT**

**Motion by Zauner, seconded by Gorham, to adjourn the meeting. The motion carried 5-0.**

The meeting adjourned at 8:13 p.m.

Respectfully submitted,

Judi Negus  
Office Assistant