

City of Scandia Parks and Recreation Committee
Monday, May 7, 2018

Members Present: Terry Gorham (Chair), Carol Schwinghammer, Dan Lee, Cami Van Abel, Dustin Hegland (arriving late), and 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 7:01 p.m.

PUBLIC FORUM

There were no comments.

APPROVAL OF AGENDA

Motion by Lee, seconded by Schwinghammer, to approve the agenda. The motion carried 4-0.

APPROVAL OF MINUTES

Motion by Lee, seconded by Gorham, to approve the April 2, 2018 minutes. The motion carried 4-0.

REPORTS

Chair Report

Chair Gorham attended the April 17, 2018 City Council meeting. Gorham informed the City Council of the planned PRC park site visits scheduled for Saturday, May 19, and the intent to use the Summary of the Park System Plan spreadsheet as a guide in reassessing previous recommendations for uses of each of the parks.

City Administrator Report

Administrator Soltis provided a written report. Hawkinson informed City Council determined it is the primary responsibility of property owners adjacent to Wind in the Pines to attempt to prevent trespassing on their property. The City will continue to discourage trespassing by use of signs.

Schneider clarified the report on the City's shoreland ordinance. Schneider explained there are different categories of wetlands to take into consideration when determining setback requirements. Gorham noted the wetland areas at Lilleskogen will be flagged before the PRC can make recommendations for placement of a gazebo/pavilion.

Committee members noted no significant changes in the financial reports provided by Administrator Soltis. Hawkinson informed the part-time seasonal maintenance position has not yet been filled; full-time maintenance staff are currently taking on the responsibilities at a higher rate of pay. Hawkinson also noted a full-time maintenance staff will be on leave for approximately four weeks, with six months of limitations upon return.

Public Works Director Report

Hawkinson provided Committee members with the Public Works April 2018 activity report. Hawkinson reported the skateboard park equipment is in very poor condition. Modification of the

equipment presents liability issues as any modifications should be done by the manufacturer of the equipment.

OLD BUSINESS

Hockey Rink Signage

Van Abel reported Jeni O'Brien was unable to commit to designing a template for hockey rink signage. Committee members agreed to propose the signage guidelines as originally presented to the City Council.

Motion by Hegland, seconded by Lee, to recommend hockey rink signage guidelines as proposed at the January 16, 2018 City Council meeting. The motion carried 5-0.

BMX Bike Track

Committee members reviewed a letter to residents within a quarter mile of the proposed BMX bike track drafted by Gorham. The letter invites residents to the June 4 meeting for public comment. Committee members agreed to include an email contact for written comments in the letter.

Motion by Gorham, seconded by Hegland, to recommend the letter be sent to area residents as amended. The motion carried 5-0.

Pickleball Court Recommendation

Hawkinson shared a Staff Report regarding tennis court reconstruction to be presented at the May 15 City Council meeting and noted the importance of meeting timelines for the project. Hawkinson informed there is \$40,000 in the budget for this project; the lowest bid came in at \$44,233. Hawkinson suggested the Committee approach the Scandia Marine Lions to ask for a donation for the difference. Hawkinson recommended T.A. Schifsky pave the courts; striping would be done for both tennis courts and pickleball courts. Hawkinson informed this project would also include striping for pickleball courts at the Barton Johnson park at Gammelgarden.

Motion by Lee, seconded by Hegland, to recommend tennis court reconstruction as presented by Hawkinson. The motion carried 5-0.

Review Park Priorities

Gorham shared an updated Summary of the Park System plan spreadsheet with Committee members. Committee members will use this spreadsheet as a guide during their Saturday, May 19, site tour of several parks. The tour is to start at 10 a.m. at the Community Center. The route will include Wojtowicz skate park and Community Center, the Lighted Ball Field, Bone Lake, Big Lake, Hay Lake, and Orwell. The Committee will integrate the 2040 Comprehensive Plan objectives and goals when considering recommendations for park uses. Committee members will rank each of the parks based on relevance to the Comprehensive Plan and Committee recommendations. Schwinghammer suggested considering connectivity to the City center when reviewing the parks.

Operating Calendar

Committee members reviewed the Operating Calendar. Taco Daze preliminary planning and park budget preliminary planning are scheduled for June.

NEW BUSINESS

Vinterfest Committee

Lee advised Committee members of Polaris' interest in considering to donate a snowmobile for a raffle drawing during Vinterfest. Lee suggested the Big Marine Lake Association, a 501c nonprofit, organize the raffle. Committee members agreed of the importance to involve other area organizations and businesses to sponsor Vinterfest events. Lee offered to follow up with the Scandia Marine Lions to inquire of their interest.

Taco Daze Pickleball Tournament

Gorham offered to, once again, organize a pickleball tournament during Vinterfest. Gorham suggested there would be at least 8 teams participating. Lee informed the Scandia Marine Lions are considering to offer a \$1,000 first place cash prize for a parade float contest to draw more participation. Van Abel suggested a bike parade as well.

Standards for Benches

Gorham reported of an inquiry for a donation of a bench in memory of a loved one. Hawkinson requested the Committee make a recommendation for a standard bench style with consideration given to maintenance. It was suggested the bench could be similar to the one across from the auto repair shop downtown.

Motion by Lee, seconded by Hegland, to recommend a free standing 8' bench as proposed by Hawkinson.

Gorham suggested tabling this agenda item in order for Committee members to consider the standard bench recommendation be similar to the one already downtown. Committee members plan to look at the current bench during the park tour; Hawkinson agreed to provide cost estimates for such a bench at the June meeting as well as the cost and recommended style for a plaque that might be affixed to the bench.

Lee withdrew his above motion.

AGENDA FOR NEXT MEETING

The proposed agenda for the Monday, June 4, 2018 meeting:

1. Budget
2. Recap of Park Tour
3. Park Priorities
4. Vinterfest Preliminary Planning
5. BMX Bike Track
6. Standards for Benches

Gorham informed he would not be in attendance at the June 4 meeting. Vice Chair Hegland agreed to chair the meeting.

ADJOURNMENT

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

The meeting adjourned at 9:03 p.m.

Respectfully submitted,

Judi Negus
Office Assistant