

City of Scandia Parks and Recreation Committee
Monday, July 2, 2018

Members Present: Terry Gorham (Chair), Carol Schwinghammer, and Dan Lee

Members Absent: Cami Van Abel, Dustin Hegland (Vice Chair) 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 p.m.

PUBLIC FORUM

There were no comments.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Motion by Lee, seconded by Schwinghammer, to approve the June 4, 2018 minutes. The motion carried 3-0.

REPORTS

Chair Report

Chair Gorham noted he did not attend the June 19, 2018 City Council meeting as there was nothing on the agenda for Parks and Recreation Committee recommendation.

City Administrator Report

Administrator Soltis provided a written report. Gorham noted City Council will be reviewing the 2019 budget at its August 1 work session. Results of the Scandia-Marine Lions legacy projects survey will be presented at the July 12 Lions meeting. Gorham also shared the tax bill was vetoed by the Governor that would have allowed progress of the Gateway Trail before December 2024.

Committee members were provided with an aerial map of Lilleskogen identifying the approximate setbacks from wetlands that would limit picnic shelter placement. Gorham questioned with limitations if the Committee should move forward with pursuing a shelter at Lilleskogen. Hawkinson shared he believes the 75' setback is inaccurate. The Committee members agreed to table discussion on a shelter until wetland setbacks are confirmed. Committee members agreed the primary focus at Lilleskogen should be on Scandia Elementary's School Forest program.

Hawkinson identified an area between the parking lot and the wetland where fill would be appropriate at Lilleskogen. Hawkinson suggested plantings should require low maintenance, such as clover, blue grasses or "no mow" grasses.

Motion by Gorham, seconded by Lee, to fill in the identified area and pursue plantings as recommended in the original Lilleskogen plan.

Gorham amended the motion to fill in the identified area, to put a temporary cost-effective cover in place and then look to the DNR for a recommendation for plantings from the original plan. Seconded by Lee. The motion carried 3-0.

Soltis identified a parcel of land on Margo Avenue within the boundaries of the Big Marine Park Reserve and asked for confirmation from the Parks and Recreation Committee of its intentions for the parcel. Committee members were unaware this parcel existed and directed staff to request an inventory of other parcels that may exist before making a recommendation for the Margo Avenue parcel. Members agreed it would be helpful if the Committee would be included in the process when there are subdivisions of parcels.

Committee members reviewed the financial reports provided by Soltis.

Public Works Director Report

Hawkinson provided Committee members with the Public Works June 2018 activity report and noted the men's fast pitch tournament at the lighted ball field was a success. Hawkinson has filled the part-time seasonal maintenance worker position.

OLD BUSINESS

Vinterfest Committee

Gorham informed the Scandia Marine Lions are committed to organizing Vinterfest 2019. Van Abel provided Committee members with a draft solicitation seeking volunteers for a Vinterfest Committee. Committee members reviewed the solicitation and asked staff to place it on the City's website and Facebook page. Lee reported that although a donation from Polaris for a raffle is not yet secured, the Big Marine Lake Association indicated an interest in organizing the raffle. Gorham questioned who would benefit from the proceeds of a raffle.

Review Bench Policy

Hawkinson provided draft policies for benches to be located in the business area and for benches in natural areas. Committee members recommended the bench color in business areas should be a royal blue and MINNCOR should be identified as the manufacturer of the model number recommended by Hawkinson. Benches in natural areas should be treated or composite with arm rests and have composite boards that have a brown tone. The bench frames shall be constructed of durable metals. Hawkinson recommended any memorial plaques be a standard size of 2" x 5". Hawkinson will update recommended changes to the policies and present at the August 6 meeting.

Operating Calendar

Gorham noted the calendar for August 2018 includes Taco Daze preliminary planning.

NEW BUSINESS

Budget

Committee members reviewed a listing of items identified by the Committee as park priorities for 2019 and suggested a recommended budget amount for each of the parks. The following budget amounts were agreed upon:

T-ball field and Wojtowicz skate park: \$10,000

Creating a path from Community Center; tree removal, stump grinding and grading to expand pleasure rink.

Hay Lake Shelter: \$15,000

Doors on the shelter and water fountain.

Lighted Ball Field: \$10,000

Two concrete pads

Settlers Monument: \$5,000

Light on flagpole; create a path to the monument.

Lilleskogen: \$10,000

Wetland restoration, trails and council ring(s)

Natural park clearing and trails: \$10,000

(Bone Lake, Big Lake, Orwell)

Committee members reviewed the budget spreadsheet for the general fund. The Committee recommended the proposed revenue for recreation programs for 2019 remain at \$7,500. For expenditures the Committee agreed the proposed for 2019 for Contractual Services (Other Services) be increased from \$3,500 to \$7,400 to accommodate any additional recreation programs offered. The Committee also agreed to increase Miscellaneous Contractual from \$6,500 to \$60,000 for the park improvements identified above.

AGENDA FOR NEXT MEETING

The proposed agenda for the Monday, August 6, 2018 meeting:

1. Review Bench Policy
2. Taco Daze Planning

Gorham suggested once again exploring options for senior recreation programming at a future meeting.

ADJOURNMENT

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

The meeting adjourned at 9:06 p.m.

Respectfully submitted,

Judi Negus
Office Assistant