

City of Scandia Parks and Recreation Committee
Thursday, July 6, 2017

Members Present: Ryan Jinks (Chair), Terry Gorham (Vice Chair), Dustin Hegland, and Jim Schneider

Members Absent: Sue Rodsjo

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

Chair Jinks called the meeting to order at 7 p.m.

APPROVAL OF AGENDA

Jinks corrected the agenda and shared the Capital Improvements Committee report agenda item should be under the Vice Chair Report.

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

APPROVAL OF MINUTES

Motion by Jinks, seconded by Hegland, to approve the May 1, 2017, May 22, 2017, and June 19, 2017 minutes. The motion carried 3-0.

REPORTS

Chair Report

Jinks reported he attended the June 20, 2017, City Council meeting. The Council approved the recommendation to plant the shrubs at the Veterans Memorial site in Lilleskogen. The Council also approved a pickleball tournament to be held during Taco Daze.

Vice Chair Report

Gorham provided a written report to Committee members. Gorham shared the Capital Improvements Committee had focused on roads and septic issues at their last meeting. Gorham inquired how the Committee might get some funding for parks. Gorham shared the Bicycling Scandia initiative had a kick off meeting. The group surveyed 63 bicyclists on July 1 through July 4. Gorham also informed a bike tour is being organized for this fall.

City Administrator Report

Administrator Soltis provided financial reports for Committee members to review.

Public Works Director Report

Hawkinson provided a written report to Committee members. Hawkinson informed the bleachers at the lighted ball field have been repaired and painted. The concession stand was resided and is scheduled to have a new roof in the near future. Hawkinson reported staff put in a lot of effort at Wind in the Pines to deter trespassing. Portions of the trails have been blocked off and signs were put in place. Hawkinson informed it would cost approximately \$2,000 to \$3,000 to put large logs across the trail. Schneider suggested placing a large sign with posts to indicate park boundaries. Jinks recommended waiting to see if these efforts prevent trespassing before the Committee makes any specific recommendation to the Council.

OLD BUSINESS

Hockey Rink Signage

Hegland informed signage at the Forest Lake hockey arena costs \$1,000 per year with a three-year minimum commitment. The Stillwater arena signage costs \$1,000 per year with a discount if there is a commitment for additional years. Hegland suggested \$500 a sign at the Scandia hockey rink would be reasonable. Jinks

recommended Hegland present a proposal at the next Committee meeting to address the structure of soliciting businesses, to research the costs for signage and recommended signage for hockey arenas, and to address installation and maintenance of the signs.

Concession Sales

Hegland shared Bernick's does not service Scandia and suggested looking into purchasing vending machines. The Committee suggested hired ice rink attendants could fill the machines. Hegland will research and present a more concrete proposal at the August meeting.

Review PRC Operating Calendar

Final Taco Daze planning will be discussed at the August meeting.

Taco Daze Planning

Gorham shared the Scandia-Marine Lions have made arrangements to have the tennis courts striped for pickleball. The Lions will be presenting a donation form at the July 18 City Council meeting. The Lions are also providing a banner to place on the tennis court fence.

Motion by Jinks, seconded by Gorham, to support the Lions' donation. The motion carried 3-0.

NEW BUSINESS

Budget

Committee members agreed they had no recommended changes for the 2018 budget. The \$1,000 for "Events" met their needs and there would be no recommended changes for recreation programs. The Committee felt the Capital Improvement recommendations will address their primary goals and projects. Hawkinson informed of the need to increase the budget for part-time maintenance staff to cover increases in salaries.

Gorham shared an interest in grant writing opportunities and offered to research the time commitment.

AGENDA FOR NEXT MEETING

The proposed agenda for the August 7, 2017 meeting:

1. Veterans Memorial Revised Landscape Plan
2. Hockey Rink Signage/Concession Sales
3. Taco Daze Final Planning

Gorham advised he will not be in attendance at the August meeting.

ADJOURNMENT

Motion by Hegland, seconded by Gorham, to adjourn the meeting. The motion carried 3-0.

The meeting adjourned at 7:57 p.m.

Respectfully submitted,

Judi Negus
Office Assistant