

City of Scandia Park and Recreation Committee

October 1, 2012

Members Present: Alex Bildeaux (Chair), Dan Lee, Matt Rasmussen, Tom Vogen, Mike White, Greg Zauner, Sally Swanson (City Council Representative)

Members Absent: Pamela Arnold, Parks and Recreation Coordinator Laurie Monson

Staff Present: Kristina Handt (City Administrator), Tim Keiffer (Maintenance Superintendent), Brenda Eklund (Deputy Clerk)

Guests Present: Council member Chris Ness

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

PUBLIC FORUM

No public comments were made.

APPROVAL OF AGENDA

Motion by Lee, seconded by Rasmussen, to approve the Agenda as presented. The motion carried 6-0.

APPROVAL OF MINUTES

Motion by Lee, seconded by Zauner, moved to approve the September 10, 2012 minutes as presented. The motion carried 6-0.

CHAIR'S REPORT

City Council Meeting

Chair Bildeaux reported that the Council approved of the recommendations for changes to the Parks Ordinance at their September meeting, and will schedule adoption for the October Council meeting.

White reported that he requested additional funding for Lilleskogen Park and the Council asked for further information about the improvements. White plans to attend the October 9 Council Work Session to discuss the project in more detail. Lee invited White to join the Lilleskogen Park Subcommittee.

COMMITTEE REPORTS

Lilleskogen Park Subcommittee

This subcommittee is made up of members Lee, Zauner and White. The Committee discussed how best to approach the park improvements. Bildeaux recommended the project be phased into manageable portions, such as trail clearing first, then future improvements as funds and donations become available. White suggested more clear-cutting be done, and to burn the reed canary grass. It was agreed that trails should be widened to at least eight feet to allow equipment to access the park. The Committee was in consensus that the park be made functional by clearing

the trails first. Bildeaux stated that he would mark the trails and inventory the number of trees to be removed, acquire bids for the tree removal, and present this cost to the Council at their October 23rd budget meeting.

Vogen suggested the excavation of the wetland be part of Phase 2, and to check with Americorps for doing this work.

Scandia Community Market – Promotional Ideas

Swanson reported that a summary report of the Market will be presented to the Council at a future meeting. It was reported that Committee liaison Arnold is coordinating a final meeting of the vendors. Bildeaux suggested that the report also be presented to the PRC.

Swanson reported that the Fall Harvest Festival is being advertised for Saturday, October 13. Swanson purchased a banner for the event, and will be putting it up at the corner of Highway 97 and Olinda Trail soon.

Lee suggested that a study of the effectiveness of the newspaper ads be tracked next year, in that a discount coupon could be offered through the ads.

Grant Writing Subcommittee

White reported that he will be discussing projects and potential grant funding with members of the Friends of Scandia Parks and Trails.

GENERAL/ NEW BUSINESS

Lions/Friends of Scandia Parks/PRC Liaison Report

Lee reported that he met with members of both the Lions and Friends of Scandia Parks. Lee read a list of potential projects which the Lions have proposed to fund. Tom Triplett, a Lions donation committee member, asked the PRC to prioritize the projects. Lee stated that he will work with the Lions to help direct the funds to those projects for which the Council could approve.

Volunteer Agreement Letter

Administrator Handt presented an In Kind Contribution form for the Committee to review. This would be used to document an agreement for volunteer work to avoid any misunderstandings regarding the completion of the work. For larger projects, Handt offered a donation form for public improvement projects, along with a checklist to help decide if accepting a gift is in the best interest of the city. It was agreed that it would be at the discretion of staff as to when to implement the use of the agreement form. **Motion by White, seconded by Zauner, to approve the use of both forms for accepting donations of volunteer work and improvement projects. The motion carried 6-0.**

Signage Recommendations

Zauner suggested that trail markers at Wind in the Pines be installed, to replace the missing signs. Bildeaux will schedule a date for sign installation.

Due to Arnold's absence, it was agreed to table further discussion of signs to the November meeting. **Motion by Lee, seconded by White, to table sign recommendations to the November meeting agenda, under Old Business. The motion carried 6-0.**

OLD BUSINESS

Korey Olson Eagle Scout Project

Project mentor Vogen reported that he plans to meet with Olson regarding his sign project for Wind in the Pines in mid-November, and will have a report for the December PRC meeting.

Signage at Log House Landing

Vogen reported that there was nothing new from Lisa regarding a sign for Log House Landing.

AGENDA FOR NEXT MEETING (NOVEMBER 5, 2012)

White would like to discuss the request for a receipt from Woods Run Products for the value of the logs which were removed from Lilleskogen Park this summer. Bildeuax stated that he would provide an invoice at the November meeting.

In addition to the regular staff and committee reports, a discussion of winter programs and Vinterfest will be on next month's agenda.

ADJOURNMENT

Motion by Vogen, seconded by White, to adjourn the meeting. The motion carried 6-0.

The meeting adjourned at 8:42 p.m.

Respectfully submitted,

Brenda Eklund
Deputy Clerk