

City of Scandia Parks and Recreation Committee

November 4, 2013

Members Present: Greg Zauner (Chair), Matt Rasmussen (Vice-Chair), Mike White, Pam Arnold, Alex Bildeaux, Dan Lee (City Council Representative)

Staff Present: Kristina Handt (City Administrator), Tim Kieffer (Public Works Director) and Judi Negus (Office Assistant)

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

PUBLIC FORUM

No comments were received.

APPROVAL OF AGENDA

Chair Zauner recommended the addition of Wind in the Pines signage to New Business in the agenda. **Motion by White, seconded by Rasmussen, to approve the agenda as amended. The motion carried 5-0.**

APPROVAL OF MINUTES

Motion by White, seconded by Rasmussen, to approve the October 7, 2013 minutes. The motion carried 5-0.

REPORTS

Chair's Report

Chair Zauner identified a discrepancy in his report and Handt's report regarding the closing of 209th Street during Vinterfest. Handt reported the City Council did not approve closing 209th Street to Olinda. Handt also questioned the need to close Oakhill during Vinterfest.

Staff Report

Negus reported that Camp Lakamaga staff has not received any completed surveys from the summer programs. Negus suggested providing a staff report at a future meeting to include a draft survey for residents and students to help determine the needs of the community for future Parks and Recreation programs.

OLD BUSINESS

Vinterfest

Scanley Cup Special Event Permit: Corey Roberts reported he has three teams signed up for the hockey tournament without advertising and hopes to have 6 to 10 teams registered by the first week in January 2014 in order to allow sufficient time to coordinate and prepare a tournament schedule. Roberts plans to advertise the tournament next week using Facebook and promotional materials. Roberts reported the Lions would not be selling alcohol. Although it won't be advertised, alcohol could be brought to the event.

Rasmussen questioned if the Scanley Cup was a trophy. Roberts shared he is working on a "red Solo cup" trophy and will provide copies of what he is proposing.

The Committee addressed the discussion items noted in Roberts' Special Event Permit Application. Handt recommended that 209th Street should be closed from the Community Center parking lot entrance to the east entrance of the church parking lot. Handt shared that Officer Majeski felt there was no need for additional law enforcement at the event and medical services provided by Lakeview

ambulance would be sufficient. In regards to insurance, Handt suggested it would be ideal to have the City named as an additional insured on Roberts' policy; however, a signed waiver by hockey tournament participants would be acceptable.

White questioned what type of barrier would be used for the slap shot contest. Roberts agreed to look into a net system to set up during the contest.

The Committee agreed there should be sufficient restrooms available in the warming house and Community Center during the event. The need could be re-evaluated for future Vinterfest events.

Handt questioned if there was a need for additional garbage or recycling receptacles. Roberts offered to help should there be a need for more receptacles.

Handt reported Mayor Simonson is working with Dean Boraas to fix the AV system in the warming house. If Roberts needed a mobile AV system, he would have to provide one.

Roberts informed the Committee he plans to purchase banners to advertise the fundraising hockey tournament and place them on site.

Motion by Arnold, seconded by White, to recommend approval of Roberts' Special Event Permit Application by the City Council. The motion carried 5-0.

Loppet/Promenade/Survival Workshop:

Arnold shared the loppet, promenade, and survival workshop events will run from noon until 3:30 p.m. Arnold will work with staff to create a pre-registration form for the events prior to the December meeting. The Gammelgarden will be open to accept registrations for the events. Arnold recommended Vinterfest and Loppet/Promenade/Survival Workshop have two separate promotional materials. Since the loppet is not a race, Arnold agreed to change "Loppet" to "Tour" in the promotional materials. Joe's Outdoor Sports Shop will provide free skis/boots and poles on a limited basis. 45 degrees will provide discounted rental of equipment. Arnold is seeking donations for children European sizes 36 or 35 boot ski packages.

Arnold is seeking Girl Scout volunteers to provide support during the survival workshop. Handt recommended Arnold solicit local Girl Scout troop involvement.

Arnold asked if it would be acceptable to have a vendor selling hot chocolate on the loppet trail. Handt informed the vendor would have to comply with our current vendor requirements for insurance and provide a Certificate of Compliance.

Arnold will be providing a color promotion for the events and a separate black and white promotional piece to go home with Scandia Elementary students. Arnold plans to provide these to Negus by November 27 in order to include these in the December 2 agenda for Committee approval.

Arnold recommended the loppet trail be rerouted to leave Gammelgarden and return via Elim Cemetery. Arnold and Kieffer will meet to discuss the trail and trail preparation. Kieffer offered the use of the City skid trailer for transferring the trail-making equipment. Arnold is also in need of a powerful snowmobile for use in preparing the trail.

Marine Library: Handt reported the Marine Library will have a book sale in the Heritage Room during Vinterfest.

Publicity/Schedule of Events: Negus shared the snow sculpture contest flyer and the updated chili cook-off rules.

NEW BUSINESS

Closing of Log House Landing for Triathlon

Handt reported the Scandia Marine Lions would like the City to close the Log House Landing from 6 a.m. to noon on Saturday, July 12, 2014, during a triathlon. The triathlon would start at Log House Landing. The Lions would supply shuttle busses from the Hay Lake Lions Park to the start.

Motion by White, seconded by Rasmussen, to recommend closing Log House Landing from 6 a.m. to noon on Saturday, July 12, 2014, for the triathlon. The motion carried 5-0. Handt will postpone request for City Council approval until the Special Event Permit Application is submitted.

Project Priority List

Chair Zauner provided a list of projects he recommended for Committee consideration. Handt questioned the need for a scoreboard at the Wayne Erickson Ball Park. Handt informed Zach Boesel has been assigned this project and is expected to be completed in 2014. Arnold recommended "buckthorn eradication" be added to the list. The Committee agreed to add "parking lot" and "butterfly garden" to the projects listed under Lilleskogen. The Committee agreed that an annual report would help identify its goals and accomplishments.

Wind in the Pines Signage

Chair Zauner reported inaccuracies in the Wind in the Pines sign. Kieffer recommended since the sign has already been approved and installed, no action should be taken.

AGENDA FOR NEXT MEETING

The Committee agreed on the following agenda items for the December 2, 2013 PRC meeting:

1. Vinterfest
2. Parks and Recreation Survey (?)

Bildeaux addressed the unanswered question of whether or not to close Oakhill during the loppet/promenade/survival workshop events. The Committee agreed Oakhill did not need to be closed. Arnold agreed to provide volunteer helpers to cross.

ADJOURNMENT

White, seconded by Arnold, moved to adjourn the meeting. The motion carried 5-0.

The meeting adjourned at 9:07 p.m.

Respectfully submitted,

Judi Negus
Office Assistant