

City of Scandia Parks and Recreation Committee

July 1, 2013

Members Present: Greg Zauner (Chair), Mike White, Pam Arnold, Dan Lee (City Council Representative)

Members Absent: Matt Rasmussen (Vice-Chair), Alex Bildeaux

Staff Present: Kristina Handt (City Administrator), Tim Kieffer (Maintenance Superintendent) and Judi Negus (Office Assistant)

A site visit at Lilleskogen Park preceded the meeting. Chair Zauner, White, Lee, Handt, Kieffer, and Negus, along with Mary Bailey of Forest Lake Times, were in attendance.

Committee Members and Staff met at 7 p.m. at the Community Center. Chair Zauner called the meeting to order at 7:25 p.m. when there was a quorum upon Arnold's arrival.

APPROVAL OF AGENDA

Motion by White, seconded by Chair Zauner, to approve the agenda as presented. The motion carried 3-0.

APPROVAL OF MINUTES

Motion by White, seconded by Chair Zauner, to approve the June 3, 2013 minutes as presented. The motion carried 3-0.

REPORTS

Chair's Report

Chair Zauner had nothing to report.

Staff Report

Negus reported that since her written report, the Little Tyke Archers and Art Adventurer classes had been cancelled due to low enrollment. Lee suggested contacting the Scandia Elementary PTO for support. Negus suggested conducting a survey to determine the needs of the community. Arnold encouraged determining who our audience is. White suggested we staff a booth at Taco Daze to ask for community feedback.

Handt had nothing in addition to report to her written report from the City Council meetings.

Arnold questioned where Lilleskogen and Vinterfest were included in the budget report. Handt informed Vinterfest is included in "Events" and Lilleskogen is included in the "Park Capital Improvements."

OLD BUSINESS

There was no discussion.

NEW BUSINESS

Taco Daze

Chair Zauner shared the Friends of Scandia Parks and Trails invited the Committee to set up a booth alongside them at Taco Daze. Arnold questioned what the Committee wanted to communicate at the booth. The Committee does not have any member available to staff the booth. White suggested displaying informational material at a booth.

Handt reported Rasmussen recommended the dodgeball tournament end before the parade starts at 3 p.m. Handt questioned if the Committee intended to hire referees for the tournament or solicit volunteer referees. Last year, there were four paid referees. Arnold recommended that due to a conflict of interest, Committee members, City Council, and City staff should not hire their family members. Arnold suggested referees complete an application process. Handt recommended a Committee member be in charge of the funds collected at the tournament. Arnold offered to handle funds during the tournament. Handt suggested registration for the tournament should end by 11 a.m. to allow sufficient time to complete the tournament prior to the parade. **Motion by Arnold, seconded by Chair Zauner, to recommend Rasmussen select the volunteer referees. The motion carried 3-0.**

Vinterfest

Chair Zauner reported investigating the cost of providing ice carving sponsored by local businesses. Arnold suggested an ice carving contest to involve community participation and the need for more athletic opportunities. Kieffer suggested an event take place at Lilleskogen to promote the park. Other suggestions shared by Committee members included a parade, lighted luminaries, snow shoe trail, ice bar serving hot chocolate, and a storytelling competition. Arnold proposed a deadline of September to have Vinterfest plans finalized. Chair Zauner asked Committee members to e-mail their ideas to Handt prior to the August 5, 2013 meeting.

Video Promotion

Handt asked the Committee members if they wanted to create a video promoting the parks and recreational facilities in Scandia to share at future events and be made available on the City's website and Facebook page. Arnold stated she would like to see the video fit into a larger communication strategy. Arnold also shared the City had completed a promotional video in the past. Kieffer gave several promotional VHS tapes to Chair Zauner to copy to DVD for Committee members to view.

Recap of Friends of Scandia Parks and Trails Meeting

Chair Zauner prepared a written report.

AGENDA FOR NEXT MEETING

The Committee agreed on the following agenda items for the August 5, 2013 Committee meeting:

1. Lilleskogen
2. Thomas Lillquist Eagle Scout Project
3. Vinterfest

ADJOURNMENT

Chair Zauner, seconded by White, moved to adjourn the meeting. The motion carried 3-0.

The meeting adjourned at 9:05 p.m.

Respectfully submitted,

Judi Negus
Office Assistant