

## City of Scandia Park and Recreation Committee

May 7, 2012

**Members Present:** Alex Bildeaux (Chair), Tom Vogen, Mike White (Vice-Chair), Dan Lee, Matt Rasmussen, Greg Zauner

**Members Absent:** None

**Guests Present:** Mayor Randall Simonson, Sally Swanson (City Council Rep), Beryl Halldorson (citizen)

**Staff Present:** Laurie Monson (Recreation Coordinator), Anne Hurlburt (City Administrator)

The meeting was called to order at 7:00 pm

**Approval of Agenda:** The Agenda was approved with the addition of Tennis Courts under New Business.

**Approval of Minutes:** The following changes were made to the minutes from the April 2, 2012 meeting:

- Old Business (a) – take out last sentence “Tom Vogen will get in touch with Friends of Scandia Parks for future dates and projects.”
- New Business (a) – add Tom Vogen as liaison for Sign at Log House Landing and Change funding source to National Park Service
- Add guests that were present at the meeting – Lisa Schlingerman, Karen Schick, Sonja Borg
- New Business (c) – Add Sally Swanson updated that Jim Schneider would do brick work and possibly donate labor/materials. Matt will purchase grills.

**Motion made by Lee to approve minutes with changes. Rasmussen seconded.**

### Reports

- Chair’s Report:** City Council Meeting-- Bildeaux updated the council on Lilleskogen Park. No action taken.
- Committee Reports:**
  - **Lilleskogen Park Subcommittee:** Lee reported that the trees have been cut and stumps removed from the ground. It was too wet to get a truck in to remove stumps but that should be done soon. Next steps will be to stake parking lot and prepare for curbing and black top. Lee is checking on getting an excavator to volunteer services. If he can’t find anyone to volunteer he will start getting bids.
  - **Scandia Community Market:** We currently have 12 vendors registered for the market. Swanson is checking on pricing to run a series of ads throughout the summer to promote special events at the market. The next market meeting will be Monday, May 14<sup>th</sup> at the Gammelgarden.
- Staff Reports:** Summer Recreation Program-- Monson reported that registrations are coming in for several rec programs already. Press releases are being sent out.

### New Business

With no objections from the Committee, Chair Bildeaux changed the order of the agenda to discuss Yard Waste Composting prior to other New Business items.

- Yard Waste Composting:** Beryl Halldorson asked the committee to consider adding a public composting site in the city to help prevent phosphorus run off into Bone Lake and other area lakes. She would like to see it open to everyone, not just Scandia residents. The committee will

be adding the topic to next month's agenda. Staff will provide background information on zoning requirements, city-owned land, and composting sites in surrounding communities.

- b) Meeting Procedures and Policies:** Mayor Simonson spoke about his concern for the communication breakdown within the PRC. He asked committee members and Swanson about their roles and responsibilities and their goals for the committee. There was also discussion about how citizens can bring issues to the committee. Adding a "public forum" to the agenda and asking that written requests for agenda items be submitted the week before the meeting were discussed. This needs to be added to the bylaws; staff will draft a bylaw change for consideration at the next meeting.
- c) Recording Secretary:** There is currently no Secretary to take minutes and no one on the committee seems to want the position. Hurlburt suggested the PRC ask the council to have a staff person at the meetings to take minutes and prepare meeting packets ahead of time. PRC bylaws would need to be amended; she will draft this for the next meeting.

**Lee moved to ask the Council if staff could take minutes at future Committee meetings. Zauner seconded. Motion passed – all in favor.**

- d) Tennis Courts:** This will be tabled until the next meeting.

#### **Old Business**

- a) Set Volunteer Work Dates:** Bildeaux wants to have a procedure in place for volunteers that may go out on their own to cut buckthorn, etc. This will be added to next month's agenda.

The following work dates were set:

- Wednesday, May 16<sup>th</sup> (6:00 p.m.)– install grills at ball field (Rasmussen)
  - Wednesday, June 13<sup>th</sup> (6:00 p.m.)– paint inside of warming house (Rasmussen)
  - Saturday, June 23<sup>rd</sup> (9:00 a.m.)– Wind in the Pines (Vogen)
- b) Warming House Repairs:** Rasmussen reported that Dana will coat the warming house within the next few weeks to prepare for new stucco. The job will be completed by June 17.
- c) Log House Landing:** Vogen met with Lisa Schlingerman to discuss signage. The new sign will be a small kiosk with 3 sides. Hurlburt reported that someone stole all the No Parking signs and posts at the landing.
- d) Ball Park Improvements:** Swanson reported that the posts for the new sign are done. Jim Schneider donated bricks and labor. Boy Scout Zach Boesel will do landscaping. He will probably have a plan to present at the next meeting. There will be a celebration event at the ball field on June 8<sup>th</sup>.

#### **Agenda for Next Meeting (June 4, 2012)**

- Recommendations for 2013 Budget and 2013-2017 CIP Update
- Composting Site
- Bylaws

**Adjournment:** The meeting adjourned at 10:23 pm.

Respectfully submitted,

Laurie Monson  
Recreation Coordinator