



**PARKS AND RECREATION COMMITTEE  
MEETING MINUTES  
Wednesday, January 4, 2006 - 6:30 p.m.**

Pursuant to due call and notice thereof, the Parks and Recreation Committee of the City of Centerville held the regularly scheduled meeting on January 4, 2006, at City Hall, 1880 Main Street.

**Present:** Chairperson Tedd Peterson  
Committee Member Suzanne Seeley  
Committee Member Linda Merkel  
Committee Member Kevin Amundsen  
Committee Member Kathy Peil

**Absent:** None

**Council:** Jeff Paar

**Staff:** Kim Stephan

Approved

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**Preceding the regularly scheduled Parks & Recreation Committee Meeting was a joint meeting with the Parks & Recreation Committee, the Planning & Zoning Commission and City Council for a presentation with Damon Farber on the Downtown Redevelopment.**

**I. CALL TO ORDER**

**1. Roll Call**

Chairperson Peterson called the January 4, 2006 Parks & Recreation Committee Meeting to order at 7:56 p.m. following the above mentioned joint meeting.

**II. SET AGENDA**

**Motion was made by Committee Member Peil, seconded by Committee Member Amundsen to set the January 4, 2006 Parks & Recreation Committee Agenda as is. All in favor. Motion carried unanimously.**

**III. APPEARANCES**

Mayor Capra made a brief appearance to update the committee on the status of the purchase agreement for the park property at 1601 LaMotte Drive and to discuss the possibility of using SCORE funds for recycled products at Laurie LaMotte Memorial Park.

Mayor Capra stated the purchase agreement draft had been received by the City, but an error was found by the City Attorney and was being reviewed. City Administrator Larson was also pursuing an explanation as to the timing of the removal of the house. Mayor Capra was wondering if the house could be used for a permanent Lion's Haunted House. Chairperson Peterson stated the police had expressed an interest in using the house for training, but he also stated he did not think using the house as a haunted house was feasible. If the house has safety issues that make it uninhabitable, then it probably would not be safe for the haunted house either and did we want to leave a house on the park property to be used a few weekends a year? Committee Member Peil did state that the old Public Works building, which is currently used for the haunted house, does not have electricity or running water and is not considered a safety hazard for the purpose of the Haunted House. There should be more information available at the next scheduled Parks & Recreation Committee Meeting concerning the purchase agreement and the removal of the house.

The committee had a discussion on whether SCORE Funds (**Select Committee on Recycling and the Environment**) can be used for equipment or products if the products are made from recycled material and a sign is posted as such. Each city is allocated monies yearly, but the guidelines are specific and very restrictive as to what the funds can be used for. If the funds are not used in a given year, they are lost. In the past the City was able to purchase picnic tables made from recycled materials, but when the City Clerk researched whether the funds could be used to purchase timbers for Tracie McBride Memorial Park, which were made from recycled materials, the County representative stated these funds could only be used for educational purposes and the recycled timbers did not qualify. Mayor Capra questioned whether SCORE Funds could be spent on a play structure if the theme of park is recycling and educational. Mayor Capra will discuss this with the City Clerk and do further research.

#### IV. CONSIDERATION OF MINUTES

##### **December 7, 2005 Parks and Recreation Committee Meeting Minutes**

Committee Member Seeley requested a change be made to page 5 of 6 regarding the naming of the park at 1601 LaMotte Drive. The statement read: *This would give the committee ideas of what the community would like to see the park named as and the name could be announced during the festival.* The intention of the committee was not to announce the name of the park at Fete des Lacs, but to announce the contest at the festival. The word name should be changed to contest.

**Motion was made by Chairperson Peterson, seconded by Committee Member Peil to approve the December 7, 2005 Parks & Recreation Committee Meeting Minutes with the above modification. All in favor. Motion carried unanimously.**

#### VI. COMMITTEE BUSINESS

##### **Request from Centennial Lakes Little League for Use of Laurie LaMotte Memorial Park Ball Fields for the 2006 Season**

The Parks & Recreation Committee received a letter from the Centennial Lakes Little League requesting the use of Laurie LaMotte Memorial Park ball fields and the same service provided by Public Works Staff in regards to grooming the fields prior to games. This would be the same schedule as was approved in 2005. At this time, no other requests have been received. The Centennial Lakes Little League has worked with the city in the past donating all the backstops and purchased an attachment for the tractor, which is used in grooming the fields. The letter received from Mr. Patrick Mahr also requested the use of the fields behind Centerville Elementary School. Ms. Stephan notified Mr. Mahr that the City of Centerville cannot give permission for the school's fields as this is not City property.

**Motion was made by Chairperson Peterson, seconded by Committee Member Peil, to recommend to City Council to accept the request from Centennial Little League to use the three baseball and softball fields and facilities located in Laurie LaMotte Memorial Park for the summer months of 2006 beginning April 1 through August 15, 2006, Monday through Friday from 4:00 p.m. until dark. All in Favor: Motion passed unanimously.**

#### **Requesting Donations from Local Businesses for Play Structure at Laurie LaMotte Park**

City Administrator Larson had suggested the committee solicit funds for the play structure at Laurie LaMotte Memorial Park from local businesses, in addition to the requests for charitable gambling funds already sent to the Spring Lake Park Lions and the Dead Broke Saddle Club. Charitable gambling funds were requested in September 2005, but as of this time there has been no response from either the Spring Lake Park Lions or the Dead Broke Saddle Club. Ms. Stephan sent letters to both on December 29, 2005 requesting a response. It was discussed that the request should be sent to all the businesses in the business directory, not just the bigger businesses, but the ones who have recently paid Park Dedication Fees should be deleted from the request for park solicitations. Ms. Stephan will draft a letter and submit to the committee for approval.

## **VII. UPDATES**

#### **Laurie LaMotte Memorial Park Play Structure**

This item was discussed under appearances. Chairperson Peterson will contact E.F. Anderson (play structures) to see if they have any play structures with a recycle theme. The committee is meeting on Saturday, January 21, 2006 at 10:00 a.m. at the Laurie LaMotte Memorial Park warming house to specifically discuss the play structure. This meeting has been posted.

#### **Skating Nights with Horse Drawn Hayride & Bonfire**

The Parks & Recreation Committee scheduled two Skate Nights for the month of January; Friday, January 6 and Friday, January 27, 2006 at Laurie LaMotte Memorial Park. The horse drawn hayride was rented from Bunker Stables. Unfortunately, due to the unseasonably warm weather, there is not ice on the rinks and Chairperson Peterson opted to cancel the January 6<sup>th</sup> event. Bunker Stables was gracious about the problem and has not charged us to cancel. The committee discussed rescheduling but decided to plan for the January 27<sup>th</sup> event and hope for colder weather. Ms. Stephan forwarded the cancellation via email to all council, committee and

commission members, as well as the local newspapers and all businesses. The cancellation is also on the web site and the City sign.

**St. Paul Water Utility Property on Centerville Lake**

This item was discussed under Appearances.

**Church of St. Genevieve Trail Easements**

Chairperson Peterson brought up concerns regarding the Church of St. Genevieve Trail Easements not being recorded on the plat as was specified by City Council and agreed to by the church. Chairperson Peterson has discussed this issue with City Administrator Larson, who will pursue it.

**The following excerpt is from the May 25, 2005 City Council Meeting Minutes concerning the Church of St. Genevieve Site Plan Review – Trail Easements.**

**Church of St. Genevieve Site Plan Review – P & Z Recommendation for Approval**

City Administrator Larson indicated that Park and Recreation had reviewed this development and made a recommendation to request an easement from the Church in the northwest and southeast corner of the property to allow connection to trails and City property. He then explained that Staff met with Mr. Wilharber to explain the request and was told by Mr. Wilharber that he did not think the Church would have an issue with the request.

Mr. Wilharber indicated that he and City Staff met to discuss the request and then the Church Council met and agreed to provide the easements provided that the City pays for all costs associated with them. He then explained that a civil issue has come up with the survey and the adjoining property owner and the Church has agreed to give the 13 feet six inches in dispute to the property owner at 1680 Heritage with the restriction that if there is a continuation of Goiffan the Church would like to line it up and the Church feels those conditions can be worked out with Mr. Highland.

Mr. Wilharber indicated that the Church has requested that the City install stop signs on the trail at the SW corner at the driveway so that traffic does not cross the driveway without stopping as a safety measure.

Mayor Capra asked Staff to note the stop sign requirement.

Mr. Wilharber indicated that the legal documentation would not be totally taken care of until the Church clarifies title for the easement but the Church is in agreement with the easements.

**Motion by Council Member Lakso, seconded by Council Member Terway to approve the Site Plan Review as recommended by the Planning and Zoning Commission with the information provided concerning the easements at this meeting. All in favor. Motion carried unanimously.**

## **VIII. FINANCIALS**

The committee had requested a financial report specific to the Parks & Recreation Committee be included in each monthly packet. The information supplied by Mr. John Meyer, Finance Director, was not exactly what the committee was looking for. Chairperson Peterson will discuss this with Mr. Meyer before the next scheduled Parks & Recreation Committee Meeting.

## **IX. ADJOURNMENT**

**Motion was made by Committee Member Peil, seconded by Committee Member Merkel to adjourn the January 4, 2006 Parks & Recreation Committee Meeting at 8:35 p.m. All in favor. Motion passed unanimously.**