



**PARKS AND RECREATION COMMITTEE
MEETING MINUTES
Wednesday, March 1, 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 March 1, 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

Council: Jeff Paar

Approved

Staff: Kim Stephan

I. CALL TO ORDER

1. Roll Call

Chairperson Peterson called the March 1, 2006 Parks & Recreation Committee Meeting to order at 6:35 p.m.

II. SET AGENDA

Chairperson Peterson requested Mr. Harry Rawls be added to the agenda under appearances to discuss the possibility of the Parks & Recreation Committee sponsoring the Kelly Miller Circus in Centerville.

Motion was made by Committee Member Peil, seconded by Committee Member Amundsen to set the March 1, 2006 Parks & Recreation Committee Agenda with the above addition. All in favor. Motion carried unanimously.

III. APPEARANCES

Mr. Harry Rawls from the Kelly Miller Circus made an appearance to promote a fund raising event to the Parks & Recreation Committee. The European style circus has been in existence since 1938 and tours approximately 220 cities per year. The circus is a one ring format with no seating further than 50' from the ring. The big top seats 1,500 people per performance. The Parks & Recreation Committee would make a percentage of the tickets sold at 20% of the first 200 Advanced Sale Adult tickets, 40% of the Advanced Sale Adult tickets after the first 200

tickets sold, 25% of all Advanced Sale Children's tickets sold, 25% of all Special Children's tickets sold, and 10% of all Circus tickets sold by the Circus on Circus Day. Mr. Rawls stated a town of Centerville's size usually received a \$2,500 to \$3,500 profit, but has potential for a \$5,000 profit.

The Parks & Recreation Committee and the City of Centerville would be considered the Sponsor of the event. The Sponsor is required to provide a suitable show grounds approximately 300' x 300', access to drinking water, on or near the grounds, for approximately 1,500 gallons, police and fire protection as required by City ordinance (the Circus does not require police or fire protection specifically), and permits or licenses as required by law (local, county or state), if necessary. The Circus will clean the grounds completely, but the Sponsor is required to provide garbage containers and is responsible for removing containers. A Contracting Fee of \$290 is to be paid at the signing of the contract. The only date available in this area is Wednesday, May 31, 2006. The performances would be at 4:30 and 7:30 p.m.

The Circus provides the following: \$1,000,000 public liability insurance indemnifying Sponsor, landowner and all operations of the Circus, Advance Telemarketing Personnel to sell special Children's tickets for Sponsor, two (2) 1 & ½ hour performances, all electrical current, tents, seats and equipment, 1,000 Adult and 1,000 Children's Advance tickets, tickets sold on Circus Day and 150 posters to be installed by Sponsor. Sponsor tickets sold in advance are priced as: Adult - \$9 and Child - \$5. General Admission prices sold the day of the show are: Adult - \$12 and Child - \$6. There will be 80 box seats available the day of the performance for slightly higher rates. The telemarketers would contact local businesses to determine if they would be willing to have tickets available for sale at their businesses. The Circus would mail the information to the businesses, but the Parks & Recreation Committee would be responsible for picking up the tickets and monies on the day of the Circus. The Circus allows the Sponsor to sell four 4 x 6 banners for advertising to be displayed inside the tent at a suggested price of \$100 per banner. The banners would be supplied by the advertising businesses. This would be a potential for recouping the \$290 Contracting Fee. The Circus offers guided tours on Circus morning. Circus personnel set up the big top at 9 a.m. as there are usually many residents who like to watch the tent being set up, as well as offering school field trips to view the setup. The day of the Circus, there would be elephant and pony rides offered, as well as a moon jump.

Chairperson Peterson asked what the absolute deadline was for letting the Circus know if the City was interested in booking and was told by Mr. Rawls, it is a first come first serve basis and since the May 31, 2006 date is the only date available, it may or may not be taken by the time Council can review the information and make a decision. The Parks & Recreation Committee would like to sponsor this event, but felt it was important to do additional research. The committee discussed whether there was enough room at Laurie LaMotte Memorial Park. Chairperson Peterson said he thought there would be enough room to accommodate 300' x 300' feet and a fire hydrant is accessible. The question was asked what if Laurie LaMotte Memorial Park ends up being too wet and the Circus is unable to set up at that site and it was suggested approaching Mr. Rich Defoe to see if he would be agreeable to using his property at Waterworks for a backup site in the event the park is unable to be used. Chairperson Peterson will contact Mr. Defoe. Chairperson Peterson will also call references; Committee Member Amundsen will request a copy of the big top plans to ensure it will fit in the area at Laurie LaMotte Memorial Park. The Committee would like Mr. Larsen to review the proposal. It was also suggested Waste

Management be contacted to see if they would donate garbage receptacles in exchange for an advertising banner being placed in the tent. (Waste Management has agreed.)

Motion was made by Chairperson Peterson, seconded by Committee Member Merkel to request City Council approve the Parks & Recreation Committee sponsoring the Kelly Miller Circus fund raising event contingent upon the review of the City Administrator, Mr. Dallas Larson and the above questions be resolved. All in favor. Motion carried unanimously.

IV. CONSIDERATION OF MINUTES

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Committee Member Seeley and Committee Member Merkel requested two typographical errors be corrected on page three, paragraph 3, adding a period and changing the name Dew to Drew.

Motion was made by Committee Member Seeley, seconded by Committee Member Peil to approve the February 1, 2006 Parks & Recreation Committee Meeting Minutes with the above corrections. All in favor. Motion carried unanimously.

VI. COMMITTEE BUSINESS

VII. UPDATES

SCORE Funds

The committee will not be able to use SCORE Funds for play structure equipment at Laurie LaMotte Memorial Park as Anoka County does not consider that an acceptable use of funds, even if the play structure revolved around an educational recycling theme. Chairperson Peterson stated that the recycling signs at the entrances to the City need to be replaced and asked if SCORE Funds can be used for that purpose. Ms. Stephan will check and report back to the committee.

Earth Day Participation

Information concerning volunteering for clean-up at City parks has been put on the web site and the cable channel. The committee discussed plans for the clean up.

Laurie LaMotte Memorial Park Play Structure

Chairperson Peterson reported he had met with a sales representative from PlayWorld who put together multiple plans for a play structure with a cost breakdown. The committee reviewed the plans and the estimate of \$45,000. This proposal included the border, timbers and wood chip ground covering, as well as the play structure equipment and installation. The wood chips were \$3,376 for a play structure this size and the cost of the rubber border was \$2,600. The cost for the recycled rubber shredded material instead of wood chips was \$20,000, which the committee felt was too expensive. Committee Member Seeley stated the estimate she received for this

product was approximately \$10,000 for the chunky style product. Committee Member Seeley will get exact costs and report back to the committee at the next meeting. Chairperson Peterson is concerned, from a maintenance standpoint, what problems other cities have had, if any, with the shredded recycled tires in their parks. Council Member Paar stated Council Member Terway suggested contacting the Little Tykes Company as he had found, when working with the company in the past, that they had reasonable prices and good service. Chairperson Peterson will contact Council Member Terway for more information. The committee would like to get this to City Council as soon as possible so the equipment can be ordered and installed this spring, but felt it should look at one more company.

St. Paul Water Utility Property on Centerville Lake

A memo was included in the packet from City Administrator, Mr. Dallas Larson, to the St. Paul Water Utility Board of Directors regarding an alternative purchase agreement for the property on Centerville Lake. Originally, the City was set to execute the purchase agreement for the entire property at a cost of \$536,000 with payments broken down to one third at closing, a third payment after one year and the remaining third after two years. The City still wishes to purchase the entire property, but would like one last opportunity to secure a grant and cannot be bound to the entire purchase and still be eligible for grant funds. The alternative purchase agreement proposes purchasing approximately one third of the property as soon as possible for the cost of \$178,668 and executes a purchase option on the remaining property with a price of \$357,332. The City would pay \$10,000 for the purchase option with the monies going towards the purchase price if the option is exercised. The option term would be for 6 months, but would allow a six month extension if funded by DNR Grants. If no grant were approved, the option would allow the City to enter into a purchase agreement to buy the remaining portion.

Chairperson Peterson has some concern over the lots being split into three (3) parcels which will make them too narrow at 75' and will they then be saleable should it become necessary to sell one of them. Council Member Paar will bring this concern to City Council.

Centennial Youth Hockey Association's Request for Funding

The committee discussed City Council's approval of the Centennial Youth Hockey Association's Request for Funding.

Rice Creek Watershed District's Request for Volunteers

Committee Member Seeley informed the committee that the Rice Creek Watershed District (RCWD) is offering a volunteer opportunity for residents to help monitor and report erosion problems from development within the RCWD boundaries. There will be a training session offered March 22, 2006 for those interested. The Rice Creek Watershed District covers a large area and there is not staff available to monitor all areas for problems so they are asking the public to simply observe areas as driving around and report potential problems to RCWD to investigate. Committee Member Seeley has volunteered to participate and will be attending the training.

Committee Member Seeley ordered an Anoka County Parks & Trail Corridors Map, for the committee's use, prepared by Anoka County GIS Department. The invoice was for \$11.72 and

will be turned in to the City for payment. This comprehensive map includes; Existing Regional Trails, Existing Municipal Trails, Proposed Regional Trails, Proposed Municipal Trails, City & County Parks and State Land. Chairperson Peterson had worked previously with Mr. Nick Eoloff from the Anoka County Parks Department regarding the trail system. Mr. Eoloff has left his position with Anoka County and has been replaced by Mr. Clark (C.J.) Lily. Mr. Lily has contacted Chairperson Peterson regarding the City's trail system.

VIII. FINANCIALS

The committee reviewed the financials prepared by Mr. John Meyer, Finance Director, and questioned whether it would be possible to incorporate the \$20,000 (charitable gambling funds) budgeted for warming house renovations and the \$6,700 of the Economic Development Commission's budget, for use in constructing a gazebo on 1601 LaMotte Drive. Council Member Paar will bring this to Council. The Committee had concerns for the usage of the \$20,000 for the gazebo due to the donors request that it to be used for a Concession Building in Laurie LaMotte Memorial Park.

X. ADJOURNMENT

Motion was made by Committee Member Seeley, seconded by Committee Member Peil to adjourn the March 1, 2006 Parks & Recreation Committee Meeting at 8:42 p.m. All in favor. Motion passed unanimously.