



**PARKS AND RECREATION COMMITTEE
MEETING MINUTES
Wednesday, July 18, 2006 - 6:30 p.m.**

Pursuant to due call and notice thereof, the Parks & Recreation Committee of the City of Centerville held the regularly scheduled July 5, 2006 meeting on July 18, 2006, at City Hall, 1880 Main Street. The meeting was rescheduled due to the 4th of July Holiday.

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

Absent: Committee Member Kathy Peil

Council: Jeff Paar

Staff: Kim Stephan

Approved

I. CALL TO ORDER

1. Roll Call

Chairperson Peterson called the July 18, 2006 Parks & Recreation Committee Meeting to order at 6:32 p.m.

II. SET AGENDA

Committee Member Merkel requested adding a donation from Goetz Landscaping & Garden Center to the Agenda under Laurie LaMotte memorial Park Play Structure Updates.

Motion was made by Chairperson Peterson, seconded by Committee Member Merkel to set the July 18, 2006 Parks & Recreation Committee Agenda with the above addition. All in favor. Motion carried unanimously.

III. APPEARANCES

IV. CONSIDERATION OF MINUTES

June 7, 2006 Parks and Recreation Committee Meeting Minutes

Committee Member Amundsen requested the following changes be made regarding the Kelly Miller Circus; 1) In the following sentence, change the number of classes who attended from

seven (7) to nine (9). *There were seven (7) classes from Centerville Elementary at the park to view the animals being unloaded and the tent going up and all comments from the teachers and students were very favorable.* 2) Instead of referring to scheduling the circus for another performance as 'next year' refer to it as 'next time'.

Motion was made by Committee Member Amundsen, seconded by Committee Member Merkel, to approve the June 7, 2006 Parks & Recreation Committee Meeting Minutes with the above corrections. Ayes – 3, Nays – 0, Abstain – 1 (Peterson). Motion carried.

V. COMMITTEE BUSINESS

Trial Easement – 1818 Fox Run

Chairperson Peterson met with Mr. Andre Ziegler, 1818 Fox Run, at the property on July 7, 2006 to discuss the issue of the bridge on his property/trail easement. According to Mr. Ziegler there are multiple issues. The bridge and also a shed on the property were built by the previous owners, both of which are on the trail easement. The shed is on the north property line. There are also utility boxes on the easement at the street side of the property. Mr. Ziegler was not aware that there was a trail easement through the property when he purchased the property and if a trail were to be installed at this time it would be within six (6) feet of his house. He would like to see trail easement removed. Mr. Ziegler stated he would be willing to buy the easement from the City.

Mr. Ziegler stated the bridge was built because kids were crossing the area to get to the bus stop and were continually making temporary bridges with boards, so a permanent structure was safer. He feels there is a lot of foot traffic and if the bridge is removed it will revert to junk being placed across the creek opposed to a safe bridge. In the pictures supplied to the committee the grass and weeds were long all around the bridge and it did not appear to be a well beaten path. Committee Member Seeley stated when she took the pictures the creek bed was dry. One side of the bridge abuts City park property on Mill Road. Chairperson Peterson stated the kids who use the bridge to get to the bus stop do not need to use this route as they have a designated bus stop closer to their homes. It has been requested that Mr. Ziegler remove the bridge, according to ordinance, or apply for a permit, encroachment agreement and supply the City a copy of insurance. Mr. Ziegler does not wish to do this and will remove the bridge if that is what the City requires, but questioned whether the City should take responsibility for the bridge since it is on a City trail easement and either maintains the bridge or remove it.

The committee does not desire to give up any easements by vacation or sell the park property on Mill Road. The City already owns them and the committee would like to keep them. There are no current plans to develop these areas, but there may come a time when the trail easement will be used, such as with the Safe Route to Schools Grant. Mr. John Meyer, Finance Director reported via email memo to the committee that he examined all public records at the court house regarding the park property at 7212 Mill Road and was unable to find any documents indicating how the city received the land or any restrictions on the land. He further reported if an action is being considered he would suggest a formal title search to assure that there are no restrictions on the property.

Motion was made by Chairperson Peterson, seconded by Committee Member Seeley to recommend to City Council that Mr. & Mrs. Ziegler, 1818 Fox Run should adhere to the current ordinance by either removing the bridge located in the trail easement or apply for a permit and encroachment agreement.. The committee does not wish to vacate this easement. All in favor. Motion carried unanimously.

Removing Trail Easements from Trail/Sidewalk Maps

Chairperson Peterson had asked this item be put on the agenda for discussion as it also pertains to the easement on 1818 Fox Run. In viewing the Trail & Sidewalk Map for Centerville there are multiple trail easements which are shown on the maps which are not paved and do not connect to existing trails or sidewalks. Chairperson Peterson is concerned that this is promoting people to use these as trails possibly incurring liability for the City. There are drainage ditches in some of these easements and one of the easements crosses Clearwater Creek. Chairperson Peterson suggested removing these easements from the Trail & Sidewalk Map. After some discussion the committee felt it was important to leave these easements on the map, but would like them marked as 'Undeveloped Trail Easements'. Chairperson Peterson will update the original and have the changes made by Bonestroo.

Tracie McBride Memorial Park Renovation

The Parks & Recreation Committee did a resident survey a few years ago trying to determine what residents would like to see at Tracie McBride Memorial Park. Ms. Stephan included the survey results in the committee packet for review. Chairperson Peterson requested the committee start thinking about what can be done with this park now that the water tower has been removed. Committee Member Amundsen asked if the pump house would need to stay or be removed. Chairperson Peterson stated the pump house will remain.

Anoka County Map – Ordering Copies to Make Available for Residents

The committee reviewed the Anoka County map produced by the county. Chairperson Peterson was told, as a City, copies could be purchased for .31 - .33 per copy. The information supplied with the maps stated copies would be available to the cities for \$1.25 per copy. At .31 cents a copy the committee planned to order 100-200 copies to be available to residents at no charge. The maps are well put together and informative and are worth \$1.25 per map, but the committee does not want to incur the entire cost. After some discussion the committee would like to order 100 maps and make them available to residents for \$1 each. Ms. Stephan will get this information to City Administrator Larson for approval.

CommUnity Impact Grants – Home Depot

The committee was supplied with information regarding Community Impact grants given to communities by Home Depot. The committee is interested in pursuing this option for a grant but a question arose as to applicants needing to have a tax exempt status. Committee member Amundsen will contact Home Depot for information and Council Member Paar will ask the City Attorney how this would apply to a City.

VII. UPDATES

Kelly Miller Circus

Chairperson Peterson thanked Committee Member Amundsen for all the hard work he did to help make the circus a success. Committee member Amundsen stated the circus is tentatively booked for the same Wednesday following memorial Day in 2008. The Kelly-Miller Circus is not available in this area in 2007 as they only go the same route every two (2) years.

Laurie LaMotte Memorial Park Play Structure

Chairperson Peterson reported to the committee that there is not enough shredded rubber mulch to meet the fall zone requirements at the Laurie LaMotte Memorial Park play structure and (2) more boxes were needed at approximately \$500 per box. Committee Member Seeley will contact International Mulch Company to get a quote. Chairperson Peterson also stated the play structure needed installation of (5) - 1" thick rubber skid prevention mats 6 – 8' long under the swings at a price of \$845 (mats are \$159 each with approximately \$50 in shipping) .

Motion was made by Chairperson Peterson, seconded by Committee Member Amundsen to recommend to City Council the purchase of (5) – 1" thick rubber skid prevention mats 6 – 8' long to be installed under the swings and an additional (2) boxes of shredded rubber mulch to meet fall zone protection requirements for the Laurie LaMotte Memorial Park play structure, not to exceed \$2,000. All in favor. Motion carried unanimously.

Donation from Goetz Landscaping & Garden Center

Committee member Merkel added this item to the agenda so she could present the committee with \$150 donated by Goetz landscaping and Garden Center to be used towards the play structure at Laurie LaMotte memorial Park. The monies were partially collected from customers as discount when items were purchased. This was a program set up specifically to support the Parks & Recreation Committee's Play Structure Project. Ms. Stephan will ensure a thank you note is sent.

St. Paul Water Utility Property on Centerville Lake

Mr. John Meyer reported the City has closed on the portion of the property where the house is located and demolition will occur in September. The DNR grant notification should occur in the next two weeks. The Safe Routes to School Grant was submitted and the decision will be in the fall 2006.

Concerns with St. Genevieve's Trail Easement on Heritage Street

A drainage structure has been installed on St. Genevieve's property that is in the City Right-of-Way, as well as located on or near the trail easement. Staff feels it is a dangerous structure to be located near a trail and have requested it be moved. St. Genevieve's feels if the City wants it moved the City will have to pay to do so as it was in the original plans reviewed by the City. City Administrator Larson is working with St. Genevieve representatives to resolve this issue to

all parties' satisfaction. The City wants the structure removed from the Right-of-Way and away from the trail easement, hopefully replacing the drainage structure with something less dangerous. Chairperson Peterson also expressed concern with the curbing installed in the trail easement and whether it is ADA accessible or have to be redone when the trail is installed.

Resignation of Chairperson Peterson

Chairperson Peterson regretfully informed the committee of his resignation effective immediately due to family obligations. He will be available to help the committee or answer questions as time permits.

VIII. FINANCIALS

IX. ADJOURNMENT

Motion was made by Chairperson Peterson, seconded by Committee Member Merkel to adjourn the July 18, 2006 Parks & Recreation Committee Meeting at 8:20 p.m. All in favor. Motion passed unanimously.

Transcribed by Kim Stephan