



**PARKS AND RECREATION COMMITTEE
MEETING MINUTES
Wednesday, March 7, 2007 - 6:30 p.m.**

Pursuant to due call and notice thereof, the Parks & Recreation Committee of the City of Centerville held the regularly scheduled March 7, 2007 meeting at City Hall, 1880 Main Street.

Present: Chairperson Suzanne Seeley
Vice-Chairperson Kevin Amundsen
Committee Member Linda Merkel
Committee Member Kevin Selander
Committee Member Carrie Jakober
Committee Member Darrin Mosher

Approved

Absent: Committee Member Lori Harris

Council: Council Liaison Tom Lee

Staff: Staff Liaison Kim Stephan

I. CALL TO ORDER

1. Roll Call

Chairperson Seeley called the March 7, 2007 Parks & Recreation Committee Meeting to order at 6:40 p.m.

II. SET AGENDA

Motion was made by Vice-Chairperson Amundsen, seconded by Chairperson Seeley to set the March 7, 2007 Parks & Recreation Committee Agenda as is. All in favor. Motion carried unanimously.

III. APPEARANCES

IV. CONSIDERATION OF MINUTES

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Chairperson Seeley requested a correction on Page 5, under Replacing Skate Park Equipment, changing January 100, 2007 to January 9, 2007. Also requested by Chairperson Seeley, remove the period preceding Ms. Stephan on page 8, paragraph 1.

Motion was made by Committee Member Merkel, seconded by Vice-Chairperson Amundsen to approve the February 7, 2007 Parks & Recreation Committee Meeting Minutes with the above corrections. All in favor. Motion carried unanimously.

V. COMMITTEE BUSINESS

Request from Centennial Soccer Club for Use of Laurie LaMotte Memorial Park Soccer Fields for the 2007 Season

The Centennial Soccer Club has requested the use of the fields at Laurie LaMotte Memorial Park in a letter dated January 3, 2007. There are two parts to the request:

- 1. Requesting two fields, 25 x 40 yard open spaces, located east of the parking lot and bound by the bike path, for the U2 – U8 age group, for games only. This request is for Monday – Friday from 4 p.m. to dusk, April 28 through June 30, 2007. The Centennial Soccer Club will set up goals and manage a reservation system to assign teams to specific dates and times for games.**
- 2. Requesting one field, 70 x 60 yard open space, located south of the skate park, for the U11 – U12 age group, for practice only. This request is for Monday – Friday 3:00 p.m. to dusk, Saturday and Sunday from 8 a.m. to dusk, April 1 through October 29, 2007. The Centennial Soccer Club will set up goals and manage a reservation system to assign teams to specific dates and times for practices.**

Council Member Lee mentioned that when the football season starts in August there will be no place for the local youth teams to practice if all the fields are committed to the Centennial Soccer Club every day of the week from April through October. The committee's concern with this was that the football association has not asked for time or fields and the Soccer Club has. It was suggested the football representatives be made aware they should be requesting time. In discussing this request however, some of the committee members felt the fields should have some time left open for the public's use for such activities as softball, Frisbee and football. Overall, the committee felt a compromise would be to reduce the days in request #2.

Motion was made by Vice-Chairperson Amundsen, seconded by Committee Member Selander to recommend to City Council approving the Centennial Soccer Club's request for dedicated use of the soccer fields at Laurie LaMotte Memorial Park as stated above in request #1, but recommend amending the request in request #2 to the following days: Monday, Wednesday, Friday and Sunday with the hours as requested. All in favor. Motion carried unanimously.

Comprehensive Plan Review

The committee held a work session on January 17, 2007 to discuss the Comprehensive Plan and how it applies to parks & trails within Centerville. Chairperson Seeley updated the 1997 Comp Plan with the input from the meeting and supplied the committee with the copies included in the packet. The two Word documents are working copies; the yellow highlighted areas are the changes at this point. The committee requested Council Member Lee and City Administrator Larson review these documents and give the committee feedback. The committee was not sure that this is the type of information being requested from them as it seems rather vague and there are programs listed that the committee does not know what they are or if they are still in existence such as, the National Urban Runoff Program. This item was tabled pending input from Council Member Lee and City Administrator Larson.

VI. UPDATES

Review of Skate Night & Horse Drawn Hay Ride at Laurie LaMotte Memorial Park

The committee members felt there was a good turn out and many people were skating. It was suggested by residents that the committee do the popcorn and hot chocolate more often, which the committee will consider for next year. Public Works did a nice job dropping off pallets and plowing an area for the fire. There were about 15 pallets left that had to be picked up again by Public Works, so it should be noted to get less pallets for next year. The fire department came with a truck to put out the bonfire following the event which was a nice touch to end the evening.

Review of Skate Night at Schwan's Super Rink

The committee members who attended the event felt it was a great success for those who were able to make it. Unfortunately, it was the night of a major snowstorm and not that many residents attended. The committee still has quite a few free coupons, which are not dated and can be used any time. They will figure out another way to give them away, perhaps have a skate night in the summer. Chairperson Seeley gave the remaining free admittance coupons back to City for safe keeping until a future use is determined.

Replacing Skate Park Equipment

Committee Member Merkel requested and received another bid for skate park equipment from TrueRide in the amount of \$16,065.56. This includes two (2) quarter pipes 9' x 7' 10" - 3' tall (the ones removed were 9' x 12' - 3' tall) and one (1) spine at 8' 8" x 8' - 3' tall (the one removed was 8' x 10' - 3' tall). This price includes shipping and the pieces come assembled. The sales representative explained the quarter pipe measures 7' 10" not including a 12" transition plate, which is on the spine as well. Typically they build the set down quarter pipe with a 4' deck, but in order to send the equipment completed on a flat bed truck instead of in pieces and having the crew drive to assemble the pieces, they removed 6" from the deck enabling the pieces to fit on the flat bed. The skateable area of the ramp was not affected, only the deck. The significant measurements for the skating area are the 3' height, the 9' width and a 7'6" transition, which were kept the same. The cost would have been significantly more to have the crew on site to install the equipment.

The concern the committee has regarding this equipment is the materials appear to be the same as the equipment removed, which did not hold up. The representative stated the composite line uses a marine grade pressure treated wood frame that is completely enclosed with polyethylene templates and side panels. The riding surface is skateline pro and all of the steel is hot dipped galvanized.

The salesman for GameTime – Minnesota/Wisconsin Playground, Mr. Harlan Lehman, dropped off information on everything from play structures to skate park equipment and pavilions. GameTime is the company, and Mr. Lehman is the representative, that the committee went with for the play structure at Laurie LaMotte Memorial Park. They also handle the shredded tire product.

Ms. Stephan asked Mr. Lehman for quotes on the skate park equipment the committee is looking for. They also have concrete skate park pieces and the City Administrator has suggested we look at the cost

difference, so Mr. Lehman was asked for that information also. He has said he will get us the information as soon as he can and would be more than willing to attend a committee meeting. He also supplied information on US Communities – Government Purchasing Alliance. Mr. Larson said we definitely can use this as an alternative to the State of Minnesota Cooperative Purchasing and registered Centerville. There is no cost to the City to register. Information on this program was included in the packet. Ms. Stephan volunteered to contact Mr. Dan Wagner from DuraFun for a quote also as we have information from him and price lists, but not a quote with installation and delivery included.

Tracie McBride Memorial Park Renovations

At this time the committee has received \$2,375 in donations from local businesses and Eagle Brook Church. Ms. Stephan has filled out the appropriate form requesting funding from the Spring Lake Park Lions Charitable Gambling Funds and sent that back to the Lions. Dead Broke Saddle Club is also considering our request for Charitable Gambling Funds and it is on their agenda for March. The sub committee has not met at this time. Committee Member Merkel suggested this park could wait, but Ms. Stephan reminded the committee that this park has already been put on hold for years and the play structure and edging around it have become safety hazards and need to be removed. Committee Member Jakober asked how a subcommittee starts with such a project. Vice-Chairperson Amundsen suggested determining what equipment can be kept and reused and then selecting the equipment, within budget, for the new play structure.. Fall Zones then need to be calculated to determine how much border and shredded tire mulch will need to be used. The park needs to be laid out as to where the play structure would go and where a basketball court would go. The basketball court does not need to be a full size court. Council Member Lee offered to be involved with this sub-committee. Ms. Stephan will supply the subcommittee (Jakober, Harris and Mosher) with maps of the park.

Pavilions at Laurie LaMotte Memorial Park & 1601 LaMotte Drive

Committee Members have met for multiple work sessions, at City Hall, Laurie LaMotte Memorial Park and 1601 LaMotte Drive to work on park improvement plans. They have determined approximate locations and a size of the pavilions at both parks as 24' x 24' with a 28' x 28' concrete slab. This size pavilion will fit approximately 4-6 picnic tables within the pavilion. Committee Members Selander and Merkel have done research with various companies and received bids from Midwest Playscapes, Inc. and Flanagan Sales for a shelter manufactured by Poligon Park Architecture.

There is currently \$28,080 in the parks budget for improvements to Laurie LaMotte Memorial Park.

The lead time on having these shelters installed can be 12-16 weeks with the shelter being installed by the end of July. The bids the committee has received are not quite equal comparisons and they would still like to determine if there is a price break if the City orders two shelters opposed to one. This information is not available at the time of this meeting, but could be by the March 14, 2007 Council meeting. Because of the lead time required the committee would like to make the motion at this meeting and supply the bids in the next few days.

Motion was made by Chairperson Seeley, seconded by Committee Member Merkel to recommend to City Council the expenditure of funds not to exceed \$70,000 (\$35,000 per park) for shelters at both Laurie LaMotte Memorial Park and 1601 LaMotte Drive with the contract going

to either Midwest Playscapes, Inc. or Flanagan Sales depending on the bid with lowest price and shortest lead time. All in favor. Motion passed unanimously.

1601 LaMotte Drive – Centerville Lake Property

The committee scheduled a work session for Wednesday, March 28, 2007 at 6:30 at Centerville City Hall. There is a council meeting scheduled at that time in the Council Chambers so the committee will meet in the offices. The purpose of this work session is to continue park planning for 1601 LaMotte Drive. Ms. Stephan will ensure the meeting is posted.

Naming of Park

City Council tabled the naming of the park ‘Hidden Spring Park’ until this spring when it can be verified the spring has adequate pressure and will actually be able to be used in some fashion.

ADA Accessible Trails at 1601 LaMotte Drive

At the February 7, 2007 Parks & Recreation Committee Meeting Committee Member Amundsen asked Mr. Statz, City Engineer, whether the City was required to have ADA accessible trails in the park at 1601 LaMotte Drive. Mr. Statz thought that the trails/walkways could be a porous material, but a walkway directly to a gazebo, for instance, would have to be ADA accessible. He will check on this and report back to the committee. Mr. Statz’s response:

This is always a tough question and in talking with others in our office I was met with a number of different interpretations. This is probably a question better asked of your attorney.

However, here is how our firm tends to interpret the Americans with Disabilities Act...

In general, the law talks about providing access to “facilities” which generally means buildings, but can also be interpreted to mean a drinking fountain or a basketball court. In our proposed park, we would probably interpret the Gazebo, fountain, and any other features that are destinations to be “facilities” which need an “accessible route”. The park in general or trails that don’t go directly to a facility would not necessarily need to meet ADA requirements.

As far as the surfacing is concerned the language is pretty vague as well (see below).

4.5 Ground and Floor Surfaces.

4.5.1* General. *Ground and floor surfaces along accessible routes and in accessible rooms and spaces including floors, walks, ramps, stairs, and curb ramps, shall be stable, firm, slip-resistant, and shall comply with 4.5.*

Generally speaking it just needs to be “stable” and “firm”. We generally view gravel and porous pavements as meeting ADA requirements while Wood Chip or “natural” trails would not. I think the law is just asking for us to use our common sense. If a wheelchair can reasonably operate on it, its probably good enough.

As we move along, I will try to provide the parks committee some different options for trail surfacing along with associated prices. Once we get the park laid out, we can have the City Attorney take a quick look to see if there are any other items that may qualify as “facilities”.

The question was then passed on to Mr. Kurt Glaser, City Attorney who responded with:

I agree that the gazebo is a facility and must be ADA accessible. I heard mention at the Council Meeting this week that the Parks & Recreation Committee was looking at using porous pebbles for trail surfacing. There is no clear answer to the question of whether the choice of a porous material is always going to be ADA compliant. For most uses that material will probably be ADA appropriate, but don't just think in terms of wheelchairs. If someone has a cane or walker which pierces through the material then it is not ADA compliant for that use. Perhaps the regular trails in the park could use the loose pebbles and a single trail to gazebo could use a cement which has those same pebbles (or other material) impregnated into its surface. That surface could support wheelchairs, canes, walkers, provide a solid surface to resonate the noise from sight-impaired canes, but then it could athletically match the material on the other trails in the park.

Joint Work Session with City Council and Planning & Zoning

The City Council has scheduled a Joint Work Session for Wednesday, March 21, 2007 at 6:30 p.m. in Council Chambers. The Council would like to meet with both Parks and Recreation and Planning and Zoning to obtain/consider/discuss Goals for 2007 and integrate same with Council's goals.

Council will have City Attorney Glaser on hand to discuss the following topics also: Open Meeting Law, Data Practices and Code of Ethics. The Council values committee/commission's roles, processes and desires to keep open communications to ensure that the community is achieving optimum performance from its elected and appointed officials. Council understands that individuals have very busy schedules and that some members may be unable to participate. If you are unable to physically participate in this meeting, take some time to forward questions, concerns or suggestions to another member of your Committee/Commission on your behalf. An agenda will be provided subsequent to Council's January 28, 2007 meeting.

Peltier Preserve Channel Park Property

The City Attorney briefed the Council on the problem with park land dedication in Peltier Preserve. The Developer did not convey park land that was required, and then sold all of the property to a builder. The attorney indicated that the city will not be able to claim the property, but could sue the developer for financial damages. The attorney will begin the process by writing a letter to the developer.

IX. ADJOURNMENT

Motion was made by Committee Member Merkel, seconded by Committee Member Jakober, to adjourn the March 7, 2007 Parks & Recreation Committee Meeting at 8:45 p.m. All in favor. Motion passed unanimously.

Transcribed by Kim Stephan