



**PARKS AND RECREATION COMMITTEE
MEETING MINUTES
Wednesday, April 4, 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 April 4, 2007 meeting at City Hall, 1880 Main Street.

Present: Chairperson Suzanne Seeley
Vice-Chairperson Kevin Amundsen
Committee Member Darrin Mosher
Committee Member Lori Harris

Approved

Absent: Committee Member Kevin Selander

Council: Council Liaison Tom Lee

Staff: Staff Liaison Kim Stephan

I. CALL TO ORDER

1. Roll Call

Chairperson Seeley called the April 4, 2007 Parks & Recreation Committee Meeting to order at 6:37 p.m.

II. SET AGENDA

Chairperson Seeley requested Mr. Lyn Johnson, Centerville Lions, regarding additional electrical at Laurie LaMotte Memorial Park and Mr. Richard Anderson, a resident with questions concerning Tracie McBride Memorial Park, be added to the agenda under Appearances.

Motion was made by Vice-Chairperson Amundsen, seconded by Committee Member Harris, to set the April 4, 2007 Parks & Recreation Committee Agenda with the above additions. All in favor. Motion carried unanimously.

III. APPEARANCES

Mr. Lyn Johnson, Centerville Lions made an appearance to discuss the possibility of installing additional electrical boxes at Laurie LaMotte Memorial Park. Additional electricity is required each year during Fete des Lacs and it is cumbersome and time consuming to run extra cable and extension cords. With the installation of the new shelter at this park there will also be electricity run and Mr. Johnson proposed it would be more economical to do both projects at the same time. The Centerville Lions are in the process of getting a bid from Rivard Electric and will come back to the committee with

dollar figures. The Centerville Lions are willing to pay a portion of this, but would like the City to contribute the other portion. Mr. Johnson said they are proposing installing one post across from the new play structure to service the rink area where the concession trailer and the bands are located, as well as servicing the kid's carnival. The other post would be located on the back side of the ball fields near the soccer fields. The post would be above ground with the wires bored underground. Council Member Lee stated two concerns would be timing and cost. The Lions would need the electrical installed prior to the festival and the committee does not have any funds available to allocate to this project at this time. Mr. Johnson will keep the committee informed.

Mr. Richard Anderson asked if he could address the committee with a few ideas and concerns regarding the renovation of Tracie McBride Memorial Park. Mr. Anderson lives near the park and brought forward some ideas from his neighbors as well. The committee has been considering a larger basketball court with the park renovation. Mr. Anderson stated he did not feel the basketball court that was currently at the park, nor the one at Royal Meadows Park, was utilized enough to constitute an expansion and suggested the committee consider a tennis court. Mr. Anderson and some of his neighbors felt that there should be something at the park for adults and the only tennis court in Centerville is in Eagle Pass. The committee went on to discuss some of the ideas Committee Member Harris had been working on for this park and in general felt the idea of a tennis court was an outstanding idea as the committee would like diversity in the City parks. The committee opted to continue discussion of Tracie McBride Memorial Park during this part of the meeting as Mr. Anderson was in attendance.

Ms. Stephan reported Gopher One had been contacted to locate utilities and the park had been flagged. Public Works took pictures of the location of the flags and Chairperson Seeley drew a map for future reference. Mr. Anderson, as a former committee member, was involved in the original survey of the residents neighboring the park to see what type of amenities they would like to see at this park. Mr. Anderson said he would be willing to be involved in some capacity again and was willing to go door to door and talk to people. The committee liked the idea of a bike path completely surrounding the park with a drinking fountain near the current building. The committee would like to save the play structure equipment that is still sound. Committee Member Harris and Council Member Lee agreed to meet at the park on Saturday, April 7, 2007 to go through the equipment to determine what can be reused. Chairperson Seeley requested they get measurements of the perimeter since the timbers have to be replaced and the dimensions are needed for a quote. Chairperson Seeley did extensive research a few years ago on borders made from recycled materials. This park may also have to be done in phases because of budget limitations, but the play area has to be done first and this year. Vice-Chairperson Amundsen will research the dimensions of a tennis court.

IV. CONSIDERATION OF MINUTES

March 7, 2006 Parks and Recreation Committee Meeting Minutes

Chairperson Seeley requested an addition on page 3 under the Review of Skate Night at Schwan's Super Rink to clarify that she gave the remaining free admittance coupons back to City for safe keeping until a future use is determined. On page 3 of 6, in the last paragraph Chairperson Seeley also requested adding the word 'volunteered' to the following sentence.

Ms. Stephan (volunteered to contact) will also contact Dan Wagner from DuraFun for a quote, we

have information from him and price lists, but not a quote with installation and delivery included.

Motion was made by Committee Member Mosher, seconded by Vice-Chairperson Amundsen to approve the March 7, 2007 Parks & Recreation Committee Meeting Minutes with the above corrections. Ayes – 3, Nays – 0, Abstain – 1 (Harris) Motion carried.

VI. COMMITTEE BUSINESS

Resignation of Committee Member Carrie Jakober and Committee Member Linda Merkel

There is no action necessary at the level of the Parks & Recreation Committee as this item will be on the next City Council Agenda for consideration. The committee would like, however, to send certificates of appreciation to each member.

Replacing Skate Park Equipment

Included in the packet was a copy of a bid from TrueRide skate park equipment, which the committee discussed at the last committee meeting, a bid from Minnesota/Wisconsin Playground Equipment and a bid from DuraFun. All three bids are within the committee's budget. Each manufacturer's equipment is made from different materials.

Mr. Harlan Lehman, Minnesota/Wisconsin Playground Equipment submitted a bid for Spohncrete, a concrete form of skate park equipment. The equipment being quoted is slightly different from the attached photos because they'll be made for surface mounting. They will come with stainless steel transition plates at the base. These plates come integral to the ramp so there are no fasteners that can come loose. The City will need a crane to off-load the equipment and set it on site. That is all of the "heavy" work that is required. A crane can be rented locally for approximately \$100 per hour, depending on the size of the crane..

Mr. Dan Wagner, DuraFun, emailed the following information with the quote for Rhino equipment:

I put together numbers and came up with two 48" high (Kids will like the additional height better than 36" ramps) quarterpipes that each have two 4' wide sections. Similar to what was purchased initially. One of the quarterpipes includes the slightly used model I have in my warehouse. Delivery may seem high, and it probably is, but I will not get a quote back from Rhino until next week and when I do I will let you know if there is a difference. The price includes an 8' wide streetspine that is 24" high. Rhino also has a large streetspine that is 48" high for an additional \$1300. You may want to include the larger streetspine as the users will certainly find it more challenging. If you want to do that I will include it for the money you have to work with.

The committee discussed the bids received from three (3) companies regarding skate park equipment. Chairperson Seeley provided a comparison sheet. The consensus was the concrete product appeared to be the most durable. Mr. Peterson, Public Works, also viewed the options available and asked Mr. Lehman, sales representative for Spohncrete, for references in a climate similar to Minnesota. Mr. Peterson talked to a representative from the Minneapolis Parks & Recreation Department who has the same equipment in six (6) of their parks, as it was previously manufactured as Interlock. Spohn Ranch,

Inc. has since purchased the Interlock Company and the equipment is being manufactured in Canada. The City of Minneapolis is very happy with the product and has not had any problems with the climate. It was recommended, however, to ensure that a graffiti resistant material was applied to the concrete. Mr. Lehman was asked whether this was an additional cost or a standard feature, but we did not have an answer at the time of the meeting. The committee made the following recommendation, but would like to add the cost of the graffiti resistant coating if there is an additional charge.

Motion was made by Committee Member Harris, seconded by Vice-Chairperson Amundsen to recommend to the City Council acceptance of the bid from Spohn Ranch, Inc. through Minnesota Wisconsin Playground, Inc. for the purchase and delivery of three (3) Spohncrete pieces of skate park equipment not to exceed \$17,474 with additional charges for crane rental when that service is secured, and the cost of the graffiti resistant coating if there is an additional charge. All in favor. Motion carried unanimously.

Tracie McBride Memorial Park Renovations

Included in the packet was information on the play structure and shredded tire material that was used in Laurie LaMotte Memorial Park, dollar amounts and companies the City received bids from. Also included was research that was done in 2002 for Tracie McBride Memorial Park. It may be helpful with the current renovation plans for the park.

This item was discussed under Appearances.

1601 LaMotte Drive Park Improvements

Chairperson Seeley supplied a list of items that need to be addressed in April, which included the following: locate utilities, move the fence, move the lilacs bushes, meet with the DNR Forester, tag the trees for removal, determine replacement or new locations for pine trees from Eagle Park, determine what work will or can be done by Public Works and/or volunteers, determine from on-site inspection the location of trails, benches, water fountain, grills, bike racks, determine permit requirements for locating the artesian spring, who will do it and whether bids are needed, outline plan for shoreline erosion abatement determining grading needs, research/apply for shoreline erosion abatement grants, outline plans for rain gardens and swale, also determining grading needs, applying for rain garden grants, and determining signage needs

Vice-Chairperson Amundsen supplied a bid list which was discussed and will be submitted to the City Engineer. All items were included, although some may be completed by Public Works, volunteers or the City will contract smaller items out like tree removal and signage. Also, as costs are determined, some items may be completed in phases.

Also supplied was information prepared by Mr. Greg Thompson, Urban Conservation Specialist, Association of Metropolitan Soil & Water Conservation Districts. Following is correspondence from Mr. Thompson, regarding the plans and bids.

Attached is a PDF plan set (grading, erosion-control & planting plans) for the Centerville Lake Park project. I have also attached a cost estimate for the individual projects (Shoreland Buffer & Small Rain garden; Bioretention for Street Runoff; Vegetated Swale) that have all the materials listed and the

labor costs if you were going to have a contractor install each of the projects. You may be able to get the city to provide the grading services, to haul-away soils for the bioretention area, and to bring in the soil-replacement mixture, but for your grant application you will most likely need to show a value for that work. Also, for the rest of the projects I itemized the labor for each step, so you can count the value of volunteer labor hours, although I used a blanket rate of \$50 / hour for contracted labor. Depending on the availability of funds, you may consider having a specialized contractor do some of the more technical work and utilize volunteers for planting (and maybe spreading mulch, although there would be a lot to spread). I listed potential sources for the materials, but there are certainly other sources that could be investigated if there could be a cost savings, as long as the original intent was kept. Also, I worked with your general landscape / structure plan so that the concept plans for the stormwater and shoreland projects should fit into what you had provided me with (trail layout, bench / swing locations, etc.). If you have any questions, please let me know.

Also, I would suggest reconsidering the amount of tree / shrub clearing at the shoreline area. I would suggest first targeting the invasive species (like the black locust) and then taking a step back, locating where your benches / swings, etc will be located and then determining where you want to open views (whether some shrub cutting, removal of some of the smaller diameter trees, and/or limbing up some of the larger native trees (like the green ash that exist along the shore) rather than a clear cut. Something to consider, since a clear cut will definitely reduce the habitat value of this area of shoreline and the live roots of the woody plants along the bank do greatly aid in holding those soils together.

I had forgotten to mention that on the toe protection for the shoreland area, I had changed my mind while I was doing the cost estimate and switched from the cedar tree revetment to using 16" coconut-fiber biologs, and the plans were finished and I wasn't at my office, so the plans don't reflect that change. I will eventually make that change on the plan set, but because of a very tight schedule for this week, I probably won't get to that until the next week.

Vice-Chairperson Kevin Amundsen updated the committee with the following: Mr. Thompson doesn't show a 'water feature' because he is just working on the "conservation" part of the project. He said he kept it in mind and it will work with his plan by just connecting it to the swale that runs from the big rain garden to the little rain garden by the lake. He also said the plan on page 3 shows a "cedar tree revetment" but he has changed his mind because it will be easier for the contractor to put in bio logs and get the same result. I asked him about grants and he said Anoka County doesn't have any. He supplied the "items list" so we could apply for a Rain Garden Grant from the Rice Creek Water District. I asked him about DNR contacts and he said that the DNR Fisheries would be the place to get the monies for the shoreline project. He gave me the name of Mr. John Hiebert who works out of St. Paul. He thought that the DNR grant deadline was September 30th. But, also said that their Fiscal Year ends June 30th and if there are monies left over they need to spend it. Mr. Thompson suggested sending Mr. Hiebert an email explaining all the things that are going on and the deadline we have and see if he can work with us to find some monies. This information was passed on to Mr. Dallas Larson, City Administrator who said he would contact Mr. Hiebert.

Motion was made by Vice-Chairperson Amundsen, seconded by Committee Member Mosher to recommend to City Council authorizing Mr. Mark Statz, City Engineer, to move forward with soliciting bids for the list of items prepared by the committee, as well as the documents provided by Mr. Greg Thompson, Urban Conservation Specialist, Association of Metropolitan Soil & Water Conservation Districts. All in favor. Motion passed unanimously.

Mr. Palzer requested the committee come up with a list of items and a time frame of jobs so he can determine what Public Works Staff would be able to do. The committee asked whether Public Works can remove the fence if the St. Paul Water Utility decides they can't move it. The committee would like Public Works to relocate the lilacs and possibly move trees from Eagle Park, but will have to wait until after the DNR Forester visits the sight to determine what trees will be removed. The committee questioned whether the final grading can be done by Public Works and whether the City/Public Works would take care of chipping or removing the wood once the trees are cut down. The chips can be used at the park.

Hidden Spring Park: The name for the park will be addressed at the next committee meeting in the event Hidden Spring Park will not apply. Public Works/Engineering will determine if this is an artesian well and/or will we be able to use it for a water feature.

Gopher One Locates: Per request from the committee following the March 28, 2007 work session, Gopher One was called to locate and mark utility lines in both 1601 LaMotte Drive and Tracie McBride Memorial Park. They will have to be ordered again before the work actually commences. Public Works Staff took pictures of the flags in each park in case the flags are somehow removed.

Moving the Fence: The St. Paul Water Utility has said they will be relocating the fence sometime the week of April 2, 2007. The lilac bushes have been pruned, as Mr. Larson suggested it would be to our benefit to preserve what we could instead of letting the personnel moving the fence possibly damage them. It was a time consuming job to prune the lilacs as they were tangled through the fence. It is going to be very difficult to move the fence.

Relocation of Lilacs: Mr. Palzer asked when, where and how the lilacs were going to be moved. Ms. Stephan mentioned the Eagle Scout Project, but have not heard from the interested Eagle Scout recently and if we want these to take, the sooner it is done the better. Public Works can move them with the bobcat and Mr. Palzer said they will rent a tree spade attachment to do it. They cannot start until probably the week of April 23rd though as the next 2-3 weeks will be occupied sweeping streets with the City of Lino Lakes. Prior to that, the committee will need to decide where the lilacs are going to be moved to exactly. Public Works Staff will do the work, but they need a specific plan to follow. Vice-Chairperson Amundsen said the larger lilacs will go on the south property line first between the neighboring home and the park.

Mulch & Tree Removal: The wood from the pruning was chipped and stored at Public Works for later use at the park. Mr. Larson has contacted a DNR Forester located in Carlos Avery and is waiting for a call back. Then the trees will be marked and contractor bids can be solicited for the removal.

Pine Tree Relocation: Mr. Palzer also mentioned that there are many pine trees in Eagle Park that need to be either thinned or moved. This was tried a few years ago, but the trees were moved in the summer and were not watered regularly and did not survive. It might be different moving them in April and since we have the tree spade rented he would like the committee to think about places the trees could be moved to, possibly for screening or for park entrances.

Sod: Also during the week of about April 23rd the City has a contractor replacing sod at St. Genevieve's for a very reasonable installation price and it would be economical to sod any area of the park if the area could be potentially ready for sod. Mr. Palzer would like the committee to put together a schedule of what work needs to

be done when so they can coordinate what work Public Works will be able to do. This includes Tracie McBride Memorial Park also. The committee was not ready to discuss this item at this time.

Signage: Included in your packet is information from Wagner Signs, a product Mr. Dallas Larson, City Administrator came across and would like the committee to look at. It is a possibility that these signs could be used in all the parks and as City entrance signs. Mr. Larson has requested pricing for a 3' x 5' park entrance sign, but has not received the information at this time. The committee thought the idea of incorporating one design to ultimately represent the City on all the park signs, as well as entrance signs to the City was a great idea. While the committee would like to be involved in the selection of design and colors, they will follow the lead in whatever the staff/council chooses.

VII. UPDATES

Following were updates to the committee from the March 14, 2007 City Council meeting:

- The Council approved the consent agenda which contained routine items including approving Centennial Soccer Club's use of Laurie LaMotte Memorial Park fields.
- Kevin Amundsen presented Parks & Recreation's plans for improvements to the 1601 LaMotte Drive property (Hidden Spring Park). While no commitment was made by Council, there seemed to be consensus that the park improvements will be approved at an estimated \$150,000 cost.
- The Council approved purchasing park pavilions for 1601 LaMotte Drive and Laurie LaMotte Memorial Park at about \$25,000 each.
- The Council approved the Hanzal Addition Comp Plan amendment, rezoning, preliminary plat and a variance for Lot 6 allowing a 10 foot variance to the front-yard setback.
- Tom Lee reported that Anoka County had initially rejected this year's permit for the use of CSAH 14 for the parade. Upon request for reconsideration, the County has determined that it may be willing to allow it with some commitments from Police to handle traffic to the satisfaction of the County.

Comprehensive Plan Review

Council Member Lee stated that while the review does need to be general, Council would like to see an overall plan for future trail connections. This could include tying both sides of the city together via trails going up 20th Avenue for instance, but specifically connecting existing trails throughout the City connecting to trails within the City and outside of the city limits. The committee discussed the trail plan that was included in the grant application prepared by the committee a few years ago, but Chairperson Seeley stated that the plan really would no longer apply as there have been too many changing variables since that time. The trail from 35W to 35E along CSAH14 is being taken care of with the CSAH 14 project. The committee would like to see the trails connected to the Hardwood Creek Trail system. The committee feels it is spread far too thin to give this project much time and it was suggested a former Committee Member who was active in the previous Comprehensive Plan, as well as the trail system, be contacted to see if there was interest in becoming involved on a short term basis. Chairperson Seeley and Council Member Lee will see if this is a possibility and report back to the committee.

Sedona Townhomes, LLC Park Dedication Fees

Park Dedication Fees were received from Sedona Townhomes, LLC in the amount of \$7,653.48.

Shelters at 1601 LaMotte Drive & Laurie LaMotte Memorial Park

The shelters for both parks have been ordered. Included in your packet are copies of the contract and correspondence.

Peltier Preserve Property

Mr. Quale, owner of lots 4, 5 and 5A, Peltier Preserve met with Dallas Larson, City Administrator to let the City know the lots are still for sale and he is willing to sell lots 5 and 5A separate from lot 4. He believes the two lots are worth around \$500,000. Although twice he has told Mr. Larson an appraisal was being ordered and he would supply us with that information within a few weeks, he now says he did not order an appraisal as the cost is \$2,500. He supplied copies of appraisals of other lake properties in the area (Forest Lake, Lindstrom, Center City) to support his asking price, but was not comparing apples to apples. The last sale price in September 2006 for these two lots was \$195,000.

IX. ADJOURNMENT

Motion was made by Vice-Chairperson Amundsen, seconded by Committee Member Harris, to adjourn the April 4, 2007 Parks & Recreation Committee Meeting at 8:45 p.m. All in favor. Motion passed unanimously.

Transcribed by Kim Stephan