



**PARKS AND RECREATION COMMITTEE
MEETING MINUTES
Wednesday, December 5, 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 Wednesday, December 5, 2007 meeting at City Hall, 1880 Main Street.

Present: Chairperson Suzanne Seeley
Vice-Chairperson Kevin Amundsen
Committee Member Kevin Selander

Approved

Absent: Committee Member Lori Harris

Council: Council Liaison Tom Lee

Staff: Mr. Dallas Larson, City Administrator
Mr. Paul Palzer, Public Works Director
Ms. Kim Stephan, Staff Liaison

I. CALL TO ORDER

1. Roll Call

Chairperson Seeley called the December 5, 2007 Parks & Recreation Committee Meeting to order at 6:38 p.m.

II. SET AGENDA

Chairperson Seeley requested adding the following items under updates; a certificate of appreciation to previous Committee Member Darrin Mosher, an update on Hidden Spring Park, stump removal for Eagle Park and a discussion of the financials.

Motion was made by Vice-Chairperson Amundsen, seconded by Committee Member Selander to set the December 5, 2007 Parks & Recreation Committee Agenda with the above additions. All in favor. Motion carried unanimously.

III. APPEARANCES

Mr. Dallas Larson & Mr. Paul Palzer -Tracie McBride Memorial Park Renovations

Chairperson Seeley requested financial information from the Finance Director which was included in the packet and discussed. Chairperson Seeley questioned why the maintenance

section of the financials wasn't shown on the reports and whether that was funding which the committee needed to request or is it allocated yearly without a request from the committee? Mr. Larson said it was an amount that was allocated within the budget without it being requested. The committee would like it shown as a line item on the financials for future reference.

Vice-Chairperson Amundsen asked whether money was still being held for the remaining work at Hidden Spring Park to which Mr. Larson replied that there was, though he was not certain of the amount. In looking at the final total of what Hidden Spring Park cost compared to what the original projection amount was, the committee expressed concern at the dollar amount as well as the end result not being what they had anticipated. The committee is hopeful the remaining issues will be resolved in the spring.

At the November 7, 2007 meeting the committee reviewed the proposals presented for renovating Tracie McBride Memorial Park, the budget, and the cost of replacing equipment compared to repairing existing equipment. The committee concluded it would be more cost effective to save the existing structure, fix safety issues and add equipment as funding is available. Mr. Larson and Mr. Palzer presented the committee with these options at the December 5, 2007 meeting.

The existing play structure at Tracie McBride Memorial Park was originally purchased from E.F. Anderson who provided a proposal to the City to remove the existing spynol slide, pipe tunnel climber and slide hood, replacing with new components and hauling away the parts and concrete spoils with a quote of \$8,018.39. There may be an additional replacement dome part needed that is not included in the estimate and an additional approximate \$800 in staff labor time to remove the sand and border. The contractor or Public Works Staff will adjust, straighten and paint in the spring. This would bring the total to approximately \$9,800 for this phase. These repairs would come from the 2007 budget.

There were additional proposals for a new merry go round type structure for 2 – 5 year olds, a climbing wall, talking shoots and borders, drain tile and new fall zone protection to be installed in 2008. The committee wanted to make the motion for the rehabilitation work to be done by E.F. Anderson at this meeting, but felt it would like to wait for Committee Member Harris to be present at the next scheduled meeting to make the final decisions as to the rest of the proposals as Committee Harris has done substantial work on this project and the committee would like her input.

Motion was made by Chairperson Seeley, seconded by Committee Member Selander to recommend City Council accept the proposal submitted by E.F. Anderson to repair and replace parts on existing play structure at Tracie McBride Memorial Park not to exceed \$9,800 with funding to come from 2007 Park Maintenance. All in favor. Motion carried unanimously.

Vice-Chairperson Amundsen stated the community would like to see benches, picnic tables, trees, the basket ball court resurfaced and a trail at this park and while these items may not currently be budgeted for, the committee would like them listed in the master plan. There are park maintenance funds remaining from 2007 which City Council has approved using for repair

and restoration to the pump house. Mr. Palzer stated the work will be done in the next few weeks. Some discussion was had as to colors for the siding and trim with the decision being left to staff. Mr. Larson stated the asphalt work for this park may be able to be piggy backed onto the 2009 street project. Mr. Palzer also stated there are multiple park benches stored at Public Works which could be refurbished for use at Tracie McBride Memorial Park.

Ms. Savannah Lee, Community Service Project

Ms. Savannah Lee was present at the meeting to observe for a community service project. She would like to get involved in the renovation of Tracie McBride Memorial Park and will be attending the next few meeting of the Parks & Recreation Committee.

IV. CONSIDERATION OF MINUTES

November 7, 2007 Parks and Recreation Committee Meeting Minutes

Chairperson Seeley requested clarifying the question on page 1, sentence 2, under appearances and also clarify who was meant by 'staff' on page 2, paragraph 2, sentence 2.

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

V. COMMITTEE BUSINESS

Tracie McBride Memorial Park Renovations

This item was discussed under appearances.

Sidewalks / Trail Connections & 2009 Street Improvement Project

The committee discussed a Department of Transportation Federal Enhancement Fund Grant that the City has applied for and has potential to receive. This is a matching grant which the City will have to fund a portion of. There are not funds available in the Parks & Recreation budget. This is a substantial grant which could make a considerable difference in the Centerville trail system. Different options were discussed for the portion of the trail in the area of 20th Avenue South and Main Street. If the grant is received, planning for these trail connections would be over the next 3-4 months.

Mr. Larson suggested the committee review the maps for the 2009 Street Project and consider various trail linkages such as Mill Road from Center Mart to Old Mill Road. The City engineering firm is currently surveying the roads involved in the street project to refine the plan before the next public information meeting in February.

Park Rules

The committee discussed City Code as it applies to the park rules. Each item was discussed and Chairperson Seeley will put it in document form to be reviewed by staff and the City Attorney.

One item discussed was the no swimming, fishing or boat launching signage, as well as the no trespassing signs, which were approved by City Council, but the signs were not put up. This will need to be resolved in the spring.

Mr. Palzer stated snow fences with reflectors on them, as well as no snowmobiling signs, were put up along the lake shore of Hidden Spring Park.

It was discussed whether there should be a system in place to reserve the pavilions and the committee decided to let it run a season and see what problems, if any, develop with a first come first serve system.

Centennial Lakes Little League Request for Use of Laurie LaMotte Memorial Park Ball Fields for the 2008 Season

The Parks & Recreation Committee received a letter from the Centennial Lakes Little League requesting the use of the 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 2007. At this time, no other requests for the ball fields have been received.

Motion was made by Chairperson Seeley, seconded by Vice-Chairperson Amundsen to recommend City Council approve the request from Centennial Lakes Little League to use the three baseball and softball fields and facilities located at Laurie LaMotte Memorial Park for the summer months of 2008 beginning April 1 through August 15, 2008, Monday through Friday from 4:00 p.m. until dark with the same service provided by Public Works Staff in regards to grooming the fields prior to games. All in Favor. Motion passed unanimously.

VI. UPDATES

Certificate / Letter of Appreciation to Former Committee Member Mosher

Ms. Stephan will prepare a certificate for the committee to sign at the next scheduled meeting.

Removal of Trees at Eagle Park

At the last committee meeting it was decided Mr. Palzer would arrange for removal of some of the trees and trimming up of others at Eagle Park. It was suggested that the local Boy Scouts may be interested in a project like this. At the December 5, 2007 meeting the committee decided it would prefer the job be done by someone with knowledge of trees and the Boy Scouts would

probably not work. Mr. Palzer said he would have Public Works trim the trees closest to the path for the time being and perhaps do a park cleanup in the spring.

VII. ADJOURNMENT

Motion was made by Vice-Chairperson Amundsen, seconded by Committee Member Selander, to adjourn the December 5, 2007 Parks & Recreation Committee Meeting at 8:35 p.m. All in favor. Motion passed unanimously.

Transcribed by Ms. Kim Stephan