



**PARKS AND RECREATION COMMITTEE
MEETING MINUTES
Wednesday, January 5, 2004 - 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 January 5, 2005, at City Hall, 1880 Main Street.

Present: Chairperson Tedd Peterson
Vice-Chairperson Wayne LeBlanc
Committee Member Suzanne Seeley
Committee Member Kathy Peil

Approved

Absent: None

Council: Michelle Lakso
Tom Lee

Staff: Kim Stephan

I. CALL TO ORDER

1. Roll Call

Chairperson Peterson called the January 5, 2005 Parks & Recreation Committee Meeting to order at 6:34 p.m.

II SET AGENDA

Chairperson Peterson requested a discussion of Skate Night be added as #6 under Committee Business and a discussion of canceling the Parks & Recreation Committee's regularly scheduled meeting February 2, 2005 to hold an all committee/commission meeting with City Council that evening, per Mayor Elect Capra's request. This will be added as #7 under Committee Business.

Motion was made by Committee Member Peil, seconded by Committee Member Seeley to set the January 5, 2005 Parks & Recreation Committee Agenda with the above additions. All in favor. Motion carried unanimously.

III. CONSIDERATION OF MINUTES

Consideration of December 1, 2004 Parks & Recreation Committee Meeting Minutes

Committee Member Seeley requested modifying the last sentence in paragraph one (1) under SRF Engineering, Parks & Trail Planning Proposal to read *'The purpose of the feasibility study as submitted in the proposal is to provide a more detailed assessment of the trail alignment that can be used to assist in the preparation of a 2005 Minnesota DNR Trails and Waterways grant application.'*

The previous sentence referred to multiple trails and alignments. Committee Member Seeley also requested modifying the last sentence of the second paragraph to read *'The feedback from the DNR Grant Committee regarding the last grant application was favorable, but the committee needs to resolve how to cross over 35E.'* There were typo graphical errors in the previous statement.

Chairperson Peterson requested removing reference to Chairperson Peterson as Public Works Staff and Committee Member Peil as a representative of the Centerville Lions under the section Parks & Recreation Committee's Participation in Frozen Fete des Lacs on page three (3) as the statements were made as members of the committee not as staff or as a Centerville Lion's representative.

Motion was made by Committee Member Seeley, seconded by Chairperson Peterson to approve the December 1, 2004 Parks and Recreation Committee Meeting Minutes with the above corrections. All in favor. Motion carried unanimously.

IV. APPEARANCES

Chairperson Peterson invited former Committee Member Anderson to make an appearance to be presented with a plaque from the Parks & Recreation Committee and the City of Centerville thanking him for his service to the community. Mr. Anderson resigned because of other commitments, but said he appreciated all the work the committee does and would be open to volunteering for projects as a resident when his schedule allows.

2005 Committee Goals

The Parks & Recreation Committee Goals are set through the committee's budget which is continually updated. Committee Member Seeley stated she would like to see the committee include something regarding Royal Meadows Park as this park has not had anything updated after years of vandalism issues. The committee had previously invited residents to an informational meeting to acquire neighborhood input as to what the residents would like to see done with the park. At the time, the committee was considering a basketball court expansion and moving the play structure to Laurie LaMotte Memorial Park, but the residents did not support this plan. At this time the committee felt it should be added as a line item in the budget without a specific plan, but at the very least, the equipment which was removed because of vandalism, such as the picnic tables, could be returned to the park. All of the five (5) park entry monuments are being sandblasted and re-stained in the spring of 2005, so this will remove the graffiti from the monument sign at Royal Meadows Park.

Committee Member Seeley would like to suggest Royal Meadows Park is a maintenance item just to get the park back to the condition it was in before vandalism became an issue. The committee and the Public Works Staff had stopped replacing items as they had gotten broken unless it was a safety issue. Vice-Chairperson LeBlanc will update the budget/goal document.

General Fund

Chairperson Peterson requested at the December meeting that the committee consider requesting funds from the General Fund when the budget is done for 2006 as the Parks & Recreation Committee has not received any funding, other than Park Dedication Fees, in the past few years. As the Park Dedication Fees will come to an end when Centerville is built out, the committee will have to have alternative funding. This item was on the agenda as a discussion in preparation for the all committee/commission/council meeting so committee members would be prepared to discuss the future needs of the committee.

Fete des Lacs Parade

Council Member Lee requested the Parks & Recreation Committee consider taking over the organization of the Fete des Lacs Parade as a committee. Since Mr. John Thill resigned as Parade Coordinator there has not been any person, committee or organization that has been willing to take over the job and after about 12 years of a summer festival parade there will not be a parade in 2005 if someone or some group does not take over the event shortly. The City has secured the permit necessary for the road closure in the event the parade moves forward. While some committee members felt willing to participate, the committee as a whole did not feel it had the time to take on this project, especially missing three (3) committee members at this time. It was suggested City Council try to organize a Festival Committee, perhaps with members from multiple existing committees, commissions, and community groups. Council Member Lee requested Ms. Stephan have a discussion of the parade added to the next City Council Agenda.

2005 Parks & Recreation Committee Chairperson & Vice Chairperson

Motion was made by Committee Member Peil, seconded by Committee Member Seeley to retain the positions as they were in 2004 as Chairperson Peterson and Vice-Chairperson LeBlanc. All in favor. Motion carried unanimously.

Code of Ethics

The committee was given a new City of Centerville Code of Ethics form which needs to be resigned on a yearly basis.

Skate Nights

The committee discussed holding Skate Nights at Laurie LaMotte Memorial Park. The rinks have been open for a few weeks, are staffed during the warming house hours and the ice is currently in good condition. The committee will hold a Skate Night on Centerville Lake during Frozen Fete des Lacs on Friday, February, 18 from 7:00 to 10:00. The additional Skate Nights at Laurie LaMotte Memorial Park will be held Friday, January 14 and Friday, January 28, 2005 from 7:00 to 10:00 p.m. Ms. Stephan will advertise these on cable, the city web site and the city sign.

All Committee/Commission/Council Meeting

Mayor Elect Capra requested the Parks & Recreation Committee discuss the possibility of canceling the regularly scheduled February 2, 2005 Parks & Recreation Committee Meeting to hold an all Committee/Commission/Council Meeting on that date. The committee discussed what upcoming items were on their agenda and whether they needed to meet in February. The Grant Subcommittee needs to submit the 2005 Grant Application by February 28, 2005. The committee opted to make a the following motion at this time and if necessary, meet prior to the all committee meeting on February 2, 2005 to discuss any changes to the grant application.

Motion was made by Committee Member Peil, seconded by Chairperson Peterson to request the Grant Subcommittee make the necessary changes to the 2004 Grant Application and recommend to City Council the Grant Application be submitted by February 28, 2005. All in favor. Motion carried unanimously.

Ms. Stephan will notify Mayor Elect Capra & Co-Interim City Administrator Bender that the Parks & Recreation Committee was agreeable to canceling the regularly scheduled February 2, 2005 Parks & Recreation Committee Meeting and will participate in the all committee meeting to be scheduled for that date.

Frozen Fete des Lacs

Chairperson Peterson reported the city will be purchasing lights which can be used to light the ice skating rink on Centerville Lake. Chairperson Peterson will contact Mr. Vickers to either purchase or have hay bales donated for the event to be used to sit on. Vice-Chairperson LeBlanc reported the ice on the lake may be a problem due to the lack of snow and the recent high winds; the ice itself is not in good condition for skating. The committee discussed the possibility of flooding over the area that is plowed for Frozen Fete des Lacs. Chairperson Peterson said that could be a possibility and will report back to the committee prior to the Skate Night scheduled for Friday, February 18, 2005.

Ms. Stephan reported Chairperson Smith of EDC has secured permission from Anoka County Parks to use the Regional Park for the activities Friday, February 15, 2005, including a bonfire, the horse drawn hayride and ice skating on the lake. Chairperson Peterson wanted to make sure it was very clear where the bonfire was to be and who was to do the plowing of the park and trails. Ms. Stephan will pass this concern on to EDC. Chairperson Peterson will also secure the burning permit, if necessary, from Fire Chief Bennett.

Chairperson Peterson requested the Parks & Recreation Committee consider using some of the funds previously allocated for the Laurie LaMotte Memorial Park warming house renovation to add additional lighting to the pleasure skating rink area. The lighting for the pleasure rink is substandard and it is felt to be a safety hazard. Chairperson Peterson will obtain estimates and would like to proceed with the installation as soon as possible to allow the lights to be utilized yet this skating season.

Motion was made by Chairperson Peterson, seconded by Vice-Chairperson LeBlanc to recommend to City Council the expenditure not to exceed \$3,000 for the installation of additional lighting at the Laurie LaMotte Memorial Park pleasure skating rink. All in favor. Motion carried unanimously.

Laurie LaMotte Memorial Park Warming House Renovations

The warming house renovations are done for the current time and this item can be removed from the agenda.

Wheels Skate Park

Chairperson Peterson has requested a representative for Skate Wave come out and look at the equipment the city currently has and configure additions onto the permanent site, but Chairperson Peterson has not heard back from the company at this time. He will follow through in the next month, as well as give Committee Member Peil the information regarding who to contact at Sun Ramp.

St. Paul Water Utility Property Property on Centerville Lake

The City of Centerville has moved ahead with the negotiations for the purchase of 1601 LaMotte Drive from the St. Paul Water Utility per the Parks & Recreation Committee's recommendation. Chairperson Peterson informed the committee that there is approximately \$22,000 of assessments currently due on this property. The City Attorney will be made aware of the assessments as negotiations move forward.

Adopt a Wood Duck House / Eagle Scout Project

Chairperson Peterson will ask Mr. Drew Anderson to give the committee an update at the March meeting.

Committee Vacancies

The Parks & Recreation Committee currently has three (3) committee vacancies. Mr. Richard Anderson, Mr. Andre Ziegler and Ms. Julie Lindsay have resigned due to other commitments and conflicts with schedules. Mr. Ziegler was present at the committee meeting to resign in person and offer his assistance with committee projects as his schedule allows.

VIII. ADJOURNMENT

Motion was made by Vice-Chairperson LeBlanc, seconded by Committee Member Peil, to adjourn the January 5, 2005 Parks & Recreation Committee meeting at 7:43 p.m. All in favor. Motion carried unanimously.

