



**PARKS AND RECREATION COMMITTEE
MEETING MINUTES
Wednesday, April 6, 2005 - 6:00 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 April 6, 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: None

Staff: Kim Stephan
City Administrator, Mr. Dallas Larson

I. CALL TO ORDER

1. Roll Call

Chairperson Peterson called the April 6, 2005 Parks & Recreation Committee Meeting to order at 6:31 p.m.

Mr. Kevin Amundsen attended the committee meeting to determine his interest in becoming a member of the Parks & Recreation Committee

II. SET AGENDA

Committee Seeley requested a discussion of Community Gardening be added to the agenda.

Motion was made by Committee Member Peil, seconded by Vice-Chairperson LeBlanc, to set the April 6, 2005 Parks & Recreation Committee Agenda with the above addition. All in favor. Motion carried unanimously.

III. CONSIDERATION OF MINUTES

Consideration of March 2, 2005 Parks & Recreation Committee Meeting Minutes

Chairperson Peterson questioned the following sentence on page 5, paragraph 1, *'In the fall of 2004 the Parks & Recreation Committee applied for and received \$3,000 in Charitable Gambling Funds from the Dead Broke Saddle Club and the Spring Lake Park Lions.'* Chairperson Peterson stated Mr. Meyers, Finance Director has \$2,000 in charitable gambling listed - \$1,500 from Dead Broke Saddle Club and \$500 from the Spring Lake Park Lions. Ms. Stephan thought it was \$1,500 from both, but would research and correct the minutes if need be.

Motion was made by Committee Member Peil, seconded by Committee Member Seeley to approve the March 2, 2005 Parks & Recreation Committee Meeting Minutes as written pending verification of charitable gambling donation amount. All in favor. Motion carried unanimously.

IV. APPEARANCES

Hunters Crossing 3rd Addition

Mr. Rick Carlson asked to make an appearance at the Parks & Recreation Committee Meeting to present his modified proposal for Hunters Crossing 3rd Addition. The original plan was to have 36 homes in the 2nd Addition, Phase I and 37 homes in the 3rd Addition. The modification will be 44 homes instead of the original 37 homes in the 3rd Addition, due to Mr. Carlson's acquisition of abutting property. The Park Dedication Fees are \$3,000 per lot. The existing trail on the west side of the development will be extended per the existing Developer's Agreement for Hunters Crossing 2nd Addition, Phase I.

Mr. Carlson stated the trail between the 1st Addition and the 2nd Addition, Phase I, has been repaired. The original amount of Park Dedication Fees to be paid for the 3rd Addition was \$111,000, and now will be \$132,000, with the additional homes. Vice-Chairperson LeBlanc asked about the wetlands involved in this development and Mr. Carlson responded they will have mitigated three (3) acres with a conservation easement. This will be recorded as such and set aside as a protected covenant and people will not be able to use it. Chairperson Peterson questioned Mr. Carlson on the status of the sidewalk to be installed along Dupre Road in 2nd Addition, Phase I. Mr. Carlson stated the contractor being used has the sidewalk included in their bid, an easement is included on each property for the sidewalk and each homeowner signed a document informing them of the sidewalk. When the homes are completed and construction is finished, the sidewalk will be installed. Committee Member Peil asked how developed the 2nd Addition, Phase I was at this time and Mr. Carlson replied he thought it was approximately half developed. Final Plat has not been approved for the 3rd Addition, but the conceptual design has been approved.

Mr. Carlson & the Parks & Recreation Committee had previously discussed the possibility of the trail on the west side of the development continuing along the utility easement through the City of Lino Lakes to connect with Birch Street. Chairperson Peterson, after meeting with Mr. Nick Eoloff, Anoka County Parks, was under the impression that the City of Lino Lakes was still

interested in this possible extension of the Centerville trail. Mr. Carlson stated he had talked to the engineers with the City of Lino Lakes who thought a trail was not feasible in this location as there was a steep incline which would have been dangerous for a trail and there would have been liability issues. A trail in this location would possibly need to be fenced and the St. Paul Water Utility does not want fences on the easement. The City of Lino Lakes opted to connect through a development on Birch Street to the Anoka County Park Trail.

Motion was made by Chairperson Peterson, seconded by Committee Member Peil to recommend to City Council approving Mr. Carlson's proposal as presented. All in favor. Motion passed unanimously.

V. COMMITTEE BUSINESS

Parks & Recreation Committee's Participation in Earth Day, April 23, 2005

Vice-Chairperson LeBlanc and Committee Member Seeley will organize a park clean up with resident volunteers on Saturday, April 23, 2005. The committee would like to supply beverages and snacks to those who volunteer their time. Chairperson Peterson will put together some packets with bags, gloves and trash pickers for the volunteers and leave them at City Hall prior to Saturday, April 23, 2005.

Motion was made by Committee Member Seeley, seconded by Vice-Chairperson LeBlanc to request funds not to exceed \$25 to provide refreshments to Earth Day volunteers. All in Favor. Motion passed unanimously.

Centennial Little League Use of Ball fields

The Parks & Recreation Committee received a letter from the Centennial Lakes Little League requesting the use of 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 2004. At this time, no other requests have been received.

Chairperson Peterson has taken a position this year as a Centennial Little League Representative and will abstain from voting on this issue. Committee Member Peil requested stating specifically that there is no little league at Laurie LaMotte Memorial Park on Friday, August 5, 2005 as this is the weekend of Fete des Lacs.

Motion was made by Committee Member Peil, seconded by Vice-Chairperson LeBlanc, to recommend City Council accept the request from Centennial Little League to use the three baseball and softball fields and facilities located in Laurie LaMotte Memorial Park for the summer months of 2005 beginning April 14 through August 15, 2005, Monday through Friday from 4:00 p.m. until dark with the exception of Friday, August 5, 2005. Ayes – 3, Nays- 0, Abstain – 1 (Peterson) Motion carried.

Monument Signs/Flower Beds in City Parks

There are five (5) city parks with flowerbeds surrounding the monument sign to each park and two (2) flower beds at City Hall. In both 2003 & 2004 Parks & Recreation Committee Members, City Staff & Residents have adopted these flower beds; planting, weeding, fertilizing & mulching. To continue this project for 2005, the Parks & Recreation Committee would like to request funds not to exceed \$50 per flower bed or \$350 total.

Committee Member Peil will take care of the flower bed at Laurie LaMotte Memorial Park, Committee Member Seeley will adopt Tracie McBride Memorial Park, Ms. Stephan will plant, fertilize and mulch Eagle Park, and then a resident close to the park will maintain the bed. A resident close to Royal Meadows Park adopted that flower bed last year and will continue with the project this year. Acorn Creek Park remains to be adopted. Chairperson Peterson will talk to some of the residents in the area to determine any interest in adopting that flowerbed.

Motion was made by Chairperson Peterson, seconded by Committee Member Peil, to request funds not to exceed \$50 per park/flower bed or \$350 total to purchase supplies such as plants, fertilizer, top soil & mulch with funds from the Park Maintenance Fund. All in favor. Motion carried unanimously.

Community Gardening

Committee Member Seeley requested the Parks & Recreation Committee again recommend to council the approval of the use of the gardening plot located behind City Hall to interested residents. There has been limited interest in past years, but the plot has been used. Ms. Stephan will advertise on the web site, cable and the City Sign with Committee Member Seeley as the contact person for any residents interested. There will be no cost to the city, water will not be provided and interested residents will till the plot themselves.

Motion was made by Committee Member Seeley, seconded by Vice-Chairperson Leblanc to request City Council give permission to use the plot behind City Hall for community gardening to those residents who have an interest. Water and tilling will be provided by residents. All in Favor. Motion passed unanimously.

Park System Master Plan for Discussion

Included in the packet for the committee's review was a copy of Carol Pelion's 1987 Park System Master Plan. This was included in information Mayor Capra & Mr. Meyer gathered for the 1601 LaMotte Drive DNR Grant application.

Vice-Chairperson LeBlanc stated that the plan had many implementation problems, such as putting trails in areas where residents do not want trails. It is difficult to put trails into an existing, established development. Installing trails as developments are built is the ideal situation. Committee Member Seeley said proximity to trails is one of the number one amenities home owners are looking for when buying a home. The committee will review the document.

Mr. Dallas Larson asked if the committee had a master trail plan. Chairperson Peterson replied the DNR Grant Application is probably the best comprehensive trail plan the committee has at this time. SRF Engineering supplied the committee with a map of a master trail plan, though some things have changed since the map was printed. Chairperson Peterson explained to Mr. Larson that the committee did not submit a grant application for 2005 due to the unresolved issues with County Road 14.

VI. UPDATES

Chain of Lakes YMCA Park Play Days

At the March 2, 2005 Parks & Recreation Committee Meeting Chairperson Peterson questioned the \$300 donation the Parks & Recreation Committee made in 2004 to defray the cost of the program to the residents and what it was used for. Session I was held, but Session II was cancelled due to lack of interest. I contacted Ms. Jen Smith regarding this and also inquired as to whether the YMCA was looking for funds from Parks & Recreation for the 2005 program and received the following response:

Money would not be required, although any given could go towards reducing the fee and/or supplies. I am still toying with when, how often and how much to charge to cover costs. I will send you a "flyer" with all the info next week when all is determined. The money that was given last year all went toward the first session that was offered to cover reduced fees and costs. The second session did not happen as there were too few registered. The Chain of Lakes YMCA still lost money on the program. Cost will be higher this year and the program will be longer, fees will need to be such that expenses can be covered. Again, if not enough sign up the program will be cancelled. I will send you all the numbers/figures next week.

The Park Plays Days information has been put on the web site, cable and registration is available at City Hall.

Requesting Charitable Gambling Funds for Park Play Equipment at Laurie LaMotte Memorial Park

A letter was sent to both Dead Broke Saddle Club and the Spring Lake Park Lions requesting charitable gambling funds for park play equipment at Laurie LaMotte Memorial Park. No response has been received at this time.

St. Paul Water Utility Property on Centerville Lake / Parks & Recreation Funds for Park Land Appraisal

The appraisal has been completed as park property and was included in the packet for discussion. The cost of the appraisal was \$3,000 and was taken from Park Dedication Fees. Chairperson Peterson said the deadline given for negotiations was 90 days and he believed it was up May 17, 2005. Mayor Capra is scheduled to meet with the St. Paul Water Board.

Wheels Skate Park Equipment

Chairperson Peterson updated the committee with the status of the new skate park equipment. The owner of DuraFun called Public Works to say they had made a mistake on the quote submitted to the City and had not included installation in the cost. The quote stated installation was included. Chairperson Peterson made multiple phone calls to ensure the price was inclusive before submitting the order and was told that it was and informed the owner of DuraFun the same. They discussed what would be necessary to send this change back through the Parks & Recreation Committee and then City Council and the time delay it would cost. DuraFun agreed to proceed with the work as per the quoted amount. Chairperson Peterson spoke with Mr. Palzer, Public Works Director & Mr. Meyer, Finance Director and it was decided that Public Works would help with the installation of the skate park equipment as a compromise to defray some of the loss of profit to DuraFun. The agreement was the installation would be started as soon as the frost is out of the ground. The frost is currently out of the ground. Chairperson Peterson will call DuraFun to inquire as to the start date.

Trail Meeting Between the Cities of Centerville, Lino Lakes, Hugo, Anoka County Parks & Anoka County Highway Department to Coordinate Trail Efforts

Chairperson Peterson met with Mr. Nick Eoloff, Anoka County Parks and went over the master trail plan as presented by SRF Engineering and the 2004 DNR Grant Application. Mr. Eoloff was going to meet with representatives of Lino Lakes & Hugo to coordinate trail information.

Chairperson Peterson had some corrections to Mr. Eoloff's information and discussed how Centerville's plan shows the trail on the south side of County Road 14 approaching 35E and the City of Hugo has the trail on the north side. Vice-Chairperson LeBlanc was at the AUAR Meeting where it was discussed the Hugo trail on the north side of the road would cross to the south side of County Road 14 in the vicinity of Victor Gardens and tie into the trail in that development. Mr. Larson questioned whether a separate pedestrian crossing had been discussed to which Vice-Chairperson LeBlanc responded that a pedestrian trail over 35E would be the ultimate in the grand plan, but MNDOT had ruled that out as too expensive of an option and would design something ultimately with the new interchange. Committee Member Peil questioned what was Mr. Eoloff's agenda, who is he doing this for, was there a presentation on Anoka County's part? Chairperson Peterson stated he did not feel there was any agenda on Anoka County's part other than to gather information so everyone involved is on the same page. Chairperson Peterson will keep the committee informed.

Financial Update

Chairperson Peterson met with Mr. Meyer, Finance Director regarding the type of information the committee would like to see in Parks & Recreation Committee financial reports. For instance, in the latest report to the committee it does not show the projects that have been completed and paid for deducted from the park funds. The committee would like a running total. The financial report supplied to the committee did not accurately reflect the committee's budget and goals that was presented to City Council, such as \$8,000 budgeted for skate park equipment and \$45,000 budgeted for play ground equipment at Laurie LaMotte Memorial Park Kathy were not included.

Vice-Chairperson LeBlanc stated he thought the amount budgeted for Clearwater Trail should have been \$60,000, but Chairperson Peterson had Mr. Meyer increase it to \$100,000 as in the SRF Feasibility Study it was budgeted as \$250,000. Chairperson Peterson stated he felt the Royal Meadows Park renewal for \$1,000 should not come out of parks funds, but should be maintenance funds. Chairperson Peterson will continue to work with Mr. Meyer.

VII. ADJOURNMENT

Motion was made by Committee Member Peil, seconded by Vice-Chairperson LeBlanc to adjourn the April 6, 2005 Parks & Recreation Committee Meeting at 7:50 p.m. All in favor. Motion passed unanimously.

Transcribed by Kim Stephan