



**PARKS AND RECREATION COMMITTEE
MEETING MINUTES**

Wednesday, April 7, 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 April 7, 2004, at City Hall, 1880 Main Street.

Present: Chairperson Tedd Peterson
Committee Member Andre Ziegler
Committee Member Julie Lindsay
Committee Member Suzanne Seeley
Committee Member Kathy Peil
Committee Member Richard Anderson

Absent: Vice-Chairperson Wayne LeBlanc (7:30 p.m.)

Council: Absent

Staff: Kim Stephan

Approved

I. ROLL CALL

Chairperson Peterson called the meeting to order at 6:40 p.m.

II SET AGENDA

Motion was made by Chairperson Peterson, seconded by Committee Member Peil, to set the April 7, 2004 Parks & Recreation Committee Agenda as is. All in favor. Motion carried unanimously.

III. PUBLIC HEARING(S)

None.

IV. APPEARANCES

None.

V. CONSIDERATION OF MINUTES

Committee Member Ziegler stated his last name was spelled incorrectly in multiple places in the March 3, 2004 Parks & Recreation Meeting Minutes. Ms. Stephan will make correction.

Motion was made by Committee Member Seeley, seconded by Chairperson Peterson to approve the March 3, 2004 Parks & Recreation with the above correction. Ayes – 4, Nays – 0, Abstain – 2 (Peil, Anderson) Absent – 1 (LeBlanc) Motion carried.

VI. COMMITTEE BUSINESS

Summer Programs

YMCA Summer Program

The committee requested City Council donate \$300 from the Parks & Recreation budget to the YMCA Summer Program being held at Laurie LaMotte Memorial Park. This donation is to subsidize the amount each resident would be required to pay for children enrolled in the program. Ms. Stephan reported this was approved by council at the March 10, 2004 City Council meeting and a check will be issued to the YMCA.

The consensus of the committee was to keep the recommendation at \$300 for both sessions opposed to \$300 per session. There was previously some confusion regarding this item. Ms. Stephan provided the committee with a rough draft of the YMCA flyer for the summer program and the amount listed to the residents is \$15 per 3 week session. With the Parks & Recreation Committee subsidizing the program, the amount to residents was reduced from the previously suggested \$22 per session.

Bands in the Parks

Chairperson Peterson contacted the City of Lino Lakes Parks & Recreation Department regarding what he thought was a transportable band shelter that could possibly be used in a Centerville park for a concert. What the City of Lino Lakes actually has is a trailer which contains equipment such as chairs and tables and is rented out for block party events. The committee then discussed other options for possibly hosting concerts such as having a band set up in the hockey rink. Chairperson Peterson questioned how we would determine if there is an interest and what type of issues would it involve, how would the committee advertise for bands interested in performing and how would insurance and security be handled. Chairperson Peterson said he would contact other cities to determine how they went about having an event such as concerts in the park. It also needs to be determined what would be required by City Council and the Centennial Lakes Police Department.

Skate Park Activities

Committee Member Anderson suggested having a skate board exhibition or perhaps a competition by age group. Committee Member Peil stated there are skate board professionals who often tour. Chairperson Peterson stated there are going to be problems with setting up the skate park this spring due to construction on LaMotte Drive and Heritage Street. It has been requested that the skate pad at Laurie LaMotte Memorial Park be done first when construction begins so the skate park can be set up as soon as possible. It will be time consuming and labor intensive to set up all the skate park equipment on the concrete in the hockey rink and then later move it to the asphalt pad.

The committee feels the equipment needs to be set up as soon as possible, even if it has to be moved later as last season it was set up late and only part of the equipment was available for

use. Chairperson Peterson stated Public Works is short staff and is currently in the process of hiring two employees. Committee members suggested using volunteers to set the equipment in place. Chairperson Peterson will keep the committee updated on this issue.

Wargo Nature Center

At the March 3, 2004 Parks & Recreation Committee Meeting the committee requested Ms. Stephan contact Mr. Todd Murawski from the Wargo Nature Center to determine if there was interest in offering a summer program in Centerville this year. It was discussed that the program between Wargo & the City of Centerville offered in 2002 was not very well attended. There was not a program with Wargo offered in 2003. The YMCA did a program for two weeks last August that was well attended. The committee thought perhaps Wargo would be open to doing a few sessions with activities that were well attended in the past and advertising could be combined with the Summer YMCA Program. Mr. Murawski responded in an email with *'unfortunately we will not be able to provide programming for you this summer due to staff shortages. We have had to cut back on existing programs and are just not able to add new things to the summer calendar. Thank you for considering us for your summer activities.'*

Senior Programs

The committee discussed any other options seniors might be interested in and it was suggested a questionnaire be drafted and ultimately distributed to Chauncey Barret Gardens & the Eagle Pass Town Home Associations (2). Committee Member Seeley will draft a survey to present to the committee. Suggestions were walking groups, bird watching, shuffleboard, Wargo Nature Center Naturalist Programs and dance lessons.

Commercial & Industrial Park Dedication Fees

At the March 3, 2004 Parks & Recreation Meeting, Vice-Chairperson LeBlanc questioned if there were currently any Park Dedication Fees required for commercial or industrial properties. Chairperson Peterson responded with the City of Lino Lakes is currently charging Park Dedication Fees for commercial property, but Centerville requires only residential properties to pay Park Dedication Fees. Council Member Lee requested this be added as a discussion on the next council agenda which was March 10, 2004. City Council directed staff to research what other cities were charging, if anything, for Commercial & Industrial Park Dedication Fees.

The information the City Clerk collected from the Cities of Lino Lakes & Hugo was presented to City Council at the March 24, 2004 City Council Meeting. City Council requested this information be passed on to the Parks & Recreation Committee for a recommendation.

Both the cities of Lino Lakes & Hugo have Commercial & Industrial Park Dedication Fees as follows:

Lino Lakes	\$2,175/acre – Both Commercial & Industrial
	\$1,665/unit – Residential
Hugo	\$1,800/acre – Commercial, Industrial & Residential

The Parks & Recreation Committee discussed the various options at length. Committee Member Peil stated she was in favor of charging fees per acre, but wanted an amount lower than the cities current \$3000/unit charge for Residential Park Dedication Fees. Committee Member Peil felt the various fees charged for permits was already a deterrent to businesses choosing to look at building in Centerville and wanted to keep the Park Dedication Fees lower so as to not discourage businesses or appear that Centerville was not business friendly. Chairperson Peterson agreed and added that Centerville's requirements for building in industrial and commercial areas were already more stringent than neighboring communities, and although that allowed for higher quality buildings, it also kept some businesses from choosing Centerville. The committee agreed charges per acre would be the fairest standard to follow opposed to per unit, since there could be one large unit on 20 acres or 10 small buildings on the same piece of property. It would be uniform, if charged by acre.

The committee discussed keeping the fee for industrial & commercial the same as residential, but compared to the Cities of Lino Lakes and Hugo, the City of Centerville already charges more for residential than the neighboring communities. It was decided to recommend to council that the fees for Industrial & Commercial Park Dedication Fees be set at the same rate as the City of Lino lakes, which would be \$2175/acre. Chairperson Peterson also suggested passing this on to the Economic Development Committee for their input.

Motion was made by Committee Member Ziegler, seconded by Committee Member Anderson to recommend to City Council incorporating an Industrial & Commercial Park Dedication Fee into the fee schedule with the amount being set in line with the City of Lino Lakes at the amount of \$2175/acre. All in favor. Motion carried unanimously.

Committee Member Ziegler commented that if the average lot size for a residential lot is $\frac{1}{4}$ to $\frac{1}{2}$ acre, the Residential Park Dedication Fees already amount to approximately \$5,000 per acre so charging Commercial and Industrial \$3000 per acre would be considerably less than residential if the same formula was used. Committee Member Peil was adamant that \$3,000/acre was too high as fees and building codes are already higher/stricter than our neighboring communities. She also stated commercial and industrial property was not selling within Centerville, while residential was selling because of schools and other amenities the area has to offer homeowners. Committee Member Seeley felt a minimum of \$2,000/acre should be charged, but would rather see \$3,000/acre as the commercial and industrial properties also have benefits to their employees by having trails go through their properties and the benefit is the same as it would be for residential properties. Committee Member Peil felt the situations are entirely different and the usage window for employees to use a trail is small.

VII. UPDATES

SUBCOMMITTEES

Grants

Committee Member Seeley reported that nothing has been heard concerning the grant application the Parks & Recreation Committee submitted in February, but the DNR Grant Committee has until sometime in July, 2004 to respond.

Trails

Committee Member Seeley requested feedback from the committee as to what is the expectation of the committee regarding the trail system. Would the committee opt to move forward with the trail whether or not a grant is awarded. Committee Member Seeley stated the subcommittee will need to know a direction to pursue if the grant is not awarded to the city at this time. The ramifications are if the city were to go ahead with the project without the grant money, the committee cannot reapply for the same project as grant money will not reimburse a previously started project. The consensus of the committee was to continue to allocate the monies for the matching portion of the grant to reapply if necessary.

Laurie LaMotte Memorial Park Warming House Renovation

No current updates.

Tracie McBride Memorial Park

No current updates.

Wheels Skate Park

At the previous committee meeting the option was discussed of contacting a representative from SunRamp Solutions, one of the suppliers of skate board equipment, to help determine the placement of various pieces and what could be effectively added to what is currently owned by the city. Information was included in the packet concerning some options from SunRamp Solutions. It was mentioned multiple suppliers should be contacted. Committee Member Peil stated she felt SunRamp Solutions was the better manufacturer and if equipment was ordered from multiple suppliers there would be an ugly menagerie of mismatched equipment. Chairperson Peterson will follow up with SunRamp Solutions. The committee felt it was imperative the skate park pad was done as soon as possible. Chairperson Peterson will contact the City Engineer to get a time frame.

St. Paul Water Utility Property on Centerville Lake

No current updates concerning this property. The committee was supplied with a copy of a letter from the City Administrator to the St. Paul Water Utility expressing interest in the possibility of the City of Centerville purchasing one of the available lots.

Chairperson Peterson's concerns are what exactly are the Parks & Recreation Committee's current funds and what has the committee committed to, such as matching funds for the possible grant, the skate park pad, and the paving of Laurie LaMotte Memorial Park parking lot. When these funds are expended will there be \$270,000 left to purchase the Centerville Lake property and maintain it in the future. The committee feels there are many potential uses for this property such as a gazebo, picnic areas, a fishing pier, swimming & canoeing, visualizing more of an adult park on a trail system without any type of play structures for small children. Vice-Chairperson LeBlanc mentioned this would have been a wonderful option for a Land Acquisition Grant had the committee known sooner. There is potential to apply for a Land Acquisition grant in 2005. The committee would like to request financials with projected funds from the Finance Director for the next scheduled meeting. Chairperson Peterson & Vice-Chairperson LeBlanc will go over the current Parks & Recreation Committee budget and present it at the next meeting. There are also outstanding issues for other parks such as what to do with the small park in Peltier Preserve and a play structure at Laurie LaMotte Memorial Park. Had been previously discussed.

St. Genevieve Renovation / Trail Project – Letter to St. Genevieve

The following letter was submitted to the St. Genevieve's Planning Committee by the Parks & Recreation Committee, with City Council's approval, to consider a trail placement in the church's renovation plans:

Dear St. Genevieve Planning Committee,

The Park and Recreation committee was informed that St. Genevieve is considering a plan to improve their property. The Parks and Recreation Committee is interested in discussing options to improve safety and recreational value to the community by adding two trails on the edges of some of the church property. On December 14, 2002, Mr. Wayne LeBlanc discussed some possibilities with Father Fitzgerald. It is felt these trails will benefit the community in many ways. Please see the attached map with a proposal to start discussion.

The first trail would join the existing Laurie LaMotte Memorial Park Trail near the east end of the parking lot and run north to the Laurie LaMotte Memorial Park border. It then runs east along the park border where it then cuts across a small portion of the southeast corner of parcel 36 to align the trail with Meadow Lane. This trail would give the residents of Centerville an easy and much safer access to Laurie LaMotte Memorial Park. In addition, a trail could run north from Meadow Lane on the east side of Centerville Road to Chauncey Barrett Gardens giving residents an easy route to the park.

The second trail would run adjacent to the lift station (Parcel 36A) and along the west side of the church property (Parcels 36 and 15) to Heritage road. The trail would continue north on Goiffon Road and then swing west and north along the lake on an existing easement. This keeps the trail out of the middle of the property. This trail will connect with a future trail that will circle Centerville Lake.

Please consider this proposal so that Centerville might be the best that it can be. Please contact Park and Recreation Chairperson, Tedd Peterson at 651-426-3272 to arrange further discussion. Thank you for your consideration of this matter.

Chairperson Peterson and Vice-Chairperson LeBlanc attended the St. Genevieve's Planning Committee on Tuesday, March 23, 2004 and presented the various options the committee was interested in for a trail. The St. Genevieve's Planning Committee was receptive to the idea of a trail, but adamant about not having the trail run along the lake on the west side of the current rectory. The reasons given were the potential resale value of this property and the safety of Father Fitzgerald with a trail running behind his private residence. The church committee and Father Fitzgerald were receptive to the idea of a trail.

The main consensus was it was not desirable to go down the vacated portion of Goiffon Road because of the safety aspect. Chairperson Peterson said it looked like what the church committee would agree to would be a trail on the east side of the property. Chairperson Peterson also reported nothing has been decided at this time, it was simply an informational meeting. It was questioned by a member of the church committee whether St. Genevieve would get some financial concessions on their upcoming road assessments in exchange for the trail easement. Chairperson Peterson said he had no negotiating power and the church committee would have to approach the city concerning this issue.

Chairperson Peterson stated the main goal is to ensure a trail along LaMotte Drive with a commitment from the church to work with the city on the trail system. There are easements along LaMotte Road which the city could work with. When the church decides on which renovation avenue they will pursue, there will need to be a Site Plan Review and that is also another opportunity for the city to request a trail. It was questioned whether Park Dedication Fees would apply and what the church property is zoned at. Chairperson Peterson stated Park Dedication Fees would not apply as they would be making improvements to property already owned, unlike a developer who purchases property to build residential homes. The larger church parcel is currently zoned as R2, Single Family Residential. Chairperson Peterson will contact Mr. Wilharber to determine if the committee had made any decisions and what steps would be next.

Chauncey Barret 2nd Addition – Sidewalk

The committee was provided with a copy of a letter the City Administrator sent to Anoka County regarding adding a sidewalk along Centerville Road to the Chauncey Barret Site Plan as it was not included in the preconstruction meeting. The committee will be updated as information is presented to the city.

Earth Day

Earth Day is April 22, 2004. The committee usually cleans up the parks, but turnout with volunteers has been disappointing in recent years. Information was given to the committee from the Rice Creek Watershed District requesting volunteers for a stenciling program to engage people of all ages in watershed pollution prevention. Chairperson Peterson would like to see the committee get involved with the stenciling program instead of, or addition to

park cleanup. Committee Member Seeley asked for volunteers to help with the stenciling program and will contact Rice Creek Watershed for specific of the program. Vice-Chairperson LeBlanc also thought it was an excellent idea, a good educational tool for the public and he thought the Peltier lake Association would like to be involved. Chairperson Peterson suggested the committee make a request for Public Works to maintain the stenciling after it has been completed. Update at the next scheduled meeting.

Park Monument Signs / Flower Beds

The monument signs/flower beds in each of the five (5) city parks has needed attention the last few years and with limited staff time available, the planting and weeding of these flower beds was done by volunteers in the 2003 summer season. Perennials were donated to be planted in each bed and residents/committee members did the planting and weeding. The volunteers are still willing to continue with this project, but the beds really need additional work this year. Committee Member Seeley would like to request additional volunteer help to maintain these flower beds. The committee would like to request funds not to exceed \$50 per park/flower bed to purchase supplies such as plants, fertilizer, top soil & mulch. The committee feels these funds should not be taken from the Parks & Recreation Committee's budget, but rather from the Park Maintenance Fund.

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

VIII. ADJOURNMENT

Motion was made by Committee Member Peil, seconded by Committee Member Anderson to adjourn the April 7, 2004 Parks & Recreation Committee meeting at 8:15 p.m. All in favor. Motion carried unanimously.

Transcribed by Kim Stephan