



**PARKS AND RECREATION COMMITTEE  
MEETING MINUTES  
Wednesday, June 2, 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 June 2, 2004, at City Hall, 1880 Main Street.

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

Absent: None

Council: Tom Lee

Staff: Kim Stephan

Approved

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**I. ROLL CALL**

Chairperson Peterson called the June 2, 2004 Parks & Recreation Committee Meeting to order at 6:35 p.m.

**II SET AGENDA**

**Motion was made by Committee Member Peil, seconded by Committee Member Seeley, to set the June 2, 2004 Parks & Recreation Committee Agenda as is. All in favor. Motion carried unanimously.**

**III. PUBLIC HEARING(S)**

**IV. APPEARANCES**

**V. CONSIDERATION OF MINUTES**

**Motion was made by Chairperson Peterson, seconded by Committee Member Peil to approve the May 5, 2004 Parks & Recreation as is. All in favor. Motion carried unanimously.**

## VI. COMMITTEE BUSINESS

### **St. Paul Water Utility Property on Centerville Lake**

At the May 26, 2004 City Council Meeting the City Council directed the City Administrator to send a letter to Mr. Bill Tschida requesting he proceed with a purchase agreement on the Centerville Lake property. Council Member Lee informed the Parks & Recreation Committee the purchase was moving forward. Chairperson Peterson brought up a concern from the last City Council meeting regarding this property and the funding of it with Park Dedication Fees. Tom Peterson, City Engineer informed the City Council that with the road construction being done on LaMotte Drive and Heritage Street there may be a requirement by the Rice Creek Watershed District to incorporate a drainage system/holding pond on this property. The city did not previously own property in this area and other options were being looked at, but once the city does own this property it may be the best location for this drainage system. The committee does not feel giving up a third of this small lake lot for a pond is compatible with the Parks & Recreation Committee's vision for this park property. The committee also feels if this is to be required, Park Dedication Fees should not fund the entire purchase price, but share the cost with funds coming from other areas of the budget. Council Member Lee suggested perhaps road project funding would be available to supplement this purchase.

**Motion was made by Chairperson Peterson, seconded by Committee Member Peil to recommend to City Council that if a drainage system is required by the Rice Creek Watershed District to be located on the St. Paul Water Utility property on Centerville Lake, the Parks & Recreation Committee is requesting that a portion of the purchase price be supplemented by the general fund in lieu of the entire purchase price being funded by Park Dedication Fees.**

### **Satellites in the Parks**

Residents near Acorn Creek Park have complained about the placement of the satellite in this park. Council Member Lee and Chairperson Peterson both stated this has been an ongoing issue for years in this park. The other parks do not typically receive complaints regarding the satellite placement. A few years ago the Parks & Recreation Committee discussed putting enclosures around each satellite, but at the time opted to transplant pine trees around the satellites instead. This did not work as the trees died and had to be removed. The satellite in Acorn Creek Park needs to be ADA accessible and in a convenient location to service. This satellite was recently moved due to new information regarding ADA accessibility which was given to Public Works Staff by a resident. New complaints were generated when the satellite was moved. This park is heavily used. The committee, as well as Public Works Staff feel the satellite needs to stay where it is currently located.

### **YMCA Park Play Days**

There was some concern regarding the first session of the Park Play Days at Laurie LaMotte Memorial Park. The coordinator of the program, Ms. Jen Smith has had calls from parents questioning if the program was going to be held with the park and the roads under construction in the area.

Chairperson Peterson said by the start of the program on June 14, 2004 the skate park pad should be completed and the fields and warming house will be able to be used. Construction vehicles may be parked in the parking lot, but that should not affect the program. Ms. Jen Smith was also concerned because of the small amount of children registered at this point. It was decided by the YMCA Staff that they would leave the registration open longer, accept walk-ins and proceed with the program. There was only one session held in 2003 and it was later in the summer, but was very well attended. The committee discussed what was different this year to have such a poor turnout. It is being promoted on the web site, cable, at local businesses and with the schools, the only difference this year was it did not go out in the utility billing and it is being held in June opposed to August. Ms. Stephan will contact Ms. Jen Smith to see if the YMCA wants to promote the second session by sending out a flier in the July 15<sup>th</sup> utility billing.

### **Senior Programs**

Ms. Stephan provided the committee with multiple options to get a survey to the residents, such as including a one page survey with the utility billing to go out July 15. There is a possibility there may not be enough room with Fete des Lacs information going out at the same time, but it could be workable. Include information and a scaled down survey in the newsletter, also sent out with utility billing, it would require less space in the mailing, but would it be part of the newsletter. Send individual mailings to target groups such as Eagle Pass Associations and Chauncey Barrett, we do have individual addresses for the units at Chauncey Barrett. Send a survey to all residents or target groups around specific areas or specific parks for instance like what was done for Tracie McBride Memorial Park. Committee Member Seeley will continue to work on a draft and present it to the committee at the next scheduled meeting.

### **Eagle Scout Project(s)**

Council Member Capra asked the committee to consider if there are any projects that could be completed by Eagle Scouts. The committee discussed a few options such as a gazebo, perhaps at Peltier Preserve or the Centerville Lake property, depending on how much time the Eagle Scouts have and when the projects need to be done. Bird and bat houses were suggested, as well as the stenciling program. Vice-Chairperson LeBlanc agreed to call Council Member Capra and try and coordinate a project(s) for the Eagle Scouts.

### **Park Monument Signs / Flower Beds**

All the monument signs / flower beds have been planted except for Royal Meadows and Laurie LaMotte Memorial Park. Ms. Stephan is going to work with a resident to do Royal Meadows and Laurie LaMotte Memorial Park is not going to be done at this time because of the construction.

### **Rice Creek Watershed District Drain Stenciling Program**

Ms. Dawn Dubats, coordinator for the Rice Creek Watershed Stenciling Program met with Chairperson Peterson, Committee Member Seeley, Vice-Chairperson LeBlanc & Ms. Stephan at City Hall on Thursday, May 13, 2004 to train those present in using the stenciling equipment and answer questions.

Ms. Dubats left 10 kits at City Hall complete with everything needed to complete the project. These kits will need to be used in a timely manner so they can be passed on to the next city. Centerville is the first city to do this in our district

An email was sent to all Committee Members, Commission Members, City Council, City Staff and the Centerville Lions regarding the stenciling program requesting volunteers. To date we have had no requests for further information or offers to volunteer. This information is on the city sign, cable and the web site. The city was able to order 1,000 educational door knockers in florescent green. The door knockers cost \$182.60 per 1,000 of which was paid for from the storm water fund. The Rice Creek Water District supplied door knockers, but they needed to be printed or copied, and cut. Ordering the knockers already printed & cut seemed a more feasible use of time and resources. Ms. Dawn Dubats dropped off some corrected versions of the information previously supplied in the kits, as well as a display to be put in the foyer of City Hall to explain what the program is about. The committee each took areas of the city to complete. This needs to be completed in the next month or so as the kits supplied by the RCWD need to be passed on to the next city involved in the program. Some areas won't be stenciled because of road construction and overlay. Private roads will not be done.

### **Community Gardening**

The plot behind City Hall is still available for this purpose. The information is on cable, the web site and the city sign. No inquiries at this time.

### **Donation from Bonestroo to Parks & Recreation Committee**

A donation was made of \$275 to the Parks & Recreation Committee by Bonestroo. A letter of thanks was sent by the City Administration

### **Pre-Budget Planning Discussion**

Pre-budget planning discussion was added to the agenda at the request of Chairperson Peterson just to get the committee started thinking about next years budget which City Council typically requires in August or September. Chairperson Peterson would like the committee to be prepared to work on this item at the next scheduled committee meeting.

## **VII. UPDATES**

### **Subcommittees**

#### **Grants**

Committee Member Seeley reported that nothing has been heard at this time concerning the DNR Trail Grant which was submitted by the Parks & Recreation Committee in February 2004. Committee Member Ziegler questioned the amount allocated in the budget for the matching Clearwater Trail Grant at \$60,000 as he thought it was \$75,000. Vice-Chairperson LeBlanc stated the City Council authorized up to \$150,000 dependant on how much the grant would actually be given for. Therefore the amount could be \$50,000 to \$75,000. The committee should have an answer as to whether the city receives the grant by the end of July 2004.

## **Trails**

Committee Member Lindsay reported to the committee that she has attended the last few City Council Meetings and supplied council with the information and pictures regarding the proposed locations of the trail through the St. Genevieve property. Committee Member Lindsay felt council supported the Parks & Recreation Committee's recommendations. Committee Member Lindsay also attended a meeting concerning downtown revitalization and discussed the trail options with the Anoka County consultants from SRF. The representative was interested in the fact there is an easement that goes on the west side of the church's rectory following the lake. The SRF representative informed Committee Member Lindsay that SRF would be willing to work with the Parks & Recreation Committee on the future trail plan.

## **Laurie LaMotte Memorial Park Warming House Renovation**

The Warming House Renovation Subcommittee met prior to this meeting and discussed what improvements could be done at this time to the warming house at Laurie LaMotte Memorial Park. The subcommittee discussed painting and color schemes such as a Centennial Cougar theme with Centennial colors. Ms. Stephan contacted Ms. Jen Smith, coordinator of the Chain of Lakes YMCA Park Play Days, to inquire whether they would be interested in involving the children in painting the warming house with perhaps handprints, murals or other creative ideas. Ms. Jen Smith replied they would be interested in the idea and willing to work with the Parks & Recreation Committee on a plan. The committee needs to contact Ms. Smith.

The subcommittee also discussed some changes to the cages and over lights. The heating bill is minimal, but the building could use some insulation blown into the ceiling and trusses. The soffits and fascia also need to be redone as they are rotting. The subcommittee would also like to replace the plexiglass and the fixtures in bathrooms. Chairperson Peterson will get bids on the soffits and fascia, Committee Member Peil will price paint. The committee does not feel it has time to do this cleanup, painting and repair on the warming house at this time as the stenciling needs to be completed first. A plan and timeline will be determined at the next Parks & Recreation Committee Meeting.

## **Tracie McBride Memorial Park**

There are no current updates regarding this issue.

## **Wheels Skate Park**

Chairperson Peterson reported that construction has begun on the permanent asphalt skate park pad at Laurie LaMotte Memorial Park. Chairperson Peterson will contact the representative from SunRamp to discuss a new design of the pad and ordering equipment such as grinding rails. The pad will be useable a few days after it is completed.

## **St. Genevieve Renovation / Trail Project**

There are no current updates regarding this issue.

**Commercial & Industrial Park Dedication Fees**

This item is on the Council Agenda for June 9, 2004 waiting on a legislative update from the City Administrator.

**Peltier Lake No Wake Zone**

Vice-Chairperson LeBlanc updated the committee on the status of the Peltier Lake No Wake Zone Ordinance. At the May 24, 2004 City of Lino Lakes Council Meeting the council passed the ordinance permanently. It previously contained a sunset clause and was set to expire this fall. Vice-Chairperson LeBlanc reported there are now approximately 350 birds in the Peltier Island area with young and appear to be doing better than last year.

**VIII. ADJOURNMENT**

**Motion was made by Committee Member Anderson, seconded by Committee Member Lindsay to adjourn the June 2, 2004 Parks & Recreation Committee Meeting at 8:00 p.m. All in favor. Motion carried unanimously.**

Transcribed by Kim Stephan