



**PARKS AND RECREATION COMMITTEE
MEETING MINUTES
Wednesday, December 1, 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 December 1, 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

Approved

Absent: Committee Member Andre Ziegler

Council: Absent

Staff: Kim Stephan

I. CALL TO ORDER

1. Roll Call

Chairperson Peterson called the December 1, 2004 Parks & Recreation Committee Meeting to order at 6:32 p.m.

II SET AGENDA

Vice-Chairperson LeBlanc requested adding a discussion of the number of members on the Parks & Recreation Committee. Chairperson Peterson requested adding a discussion of Ordinance #8 as it pertains to Park Dedication Fees and subdivision of property. Both discussions to be added under Committee Business.

Motion was made by Chairperson Peterson, seconded by Committee Member Peil to set the December 1, 2004 Parks & Recreation Committee Agenda with the above additions. All in favor. Motion carried unanimously.

III. CONSIDERATION OF MINUTES

October 6, 2004 Parks and Recreation Committee Meeting Minutes

Motion was made by Vice-Chairperson LeBlanc, seconded by Committee Member Peil to approve the October 6, 2004 Parks and Recreation Committee Meeting Minutes as is. All in favor. Motion carried unanimously.

November 3, 2004 Parks and Recreation Committee Meeting Minutes

Motion was made by Vice-Chairperson LeBlanc, seconded by Committee Member Peil to approve the November 3, 2004 Parks and Recreation Committee Meeting Minutes as is. All in favor. Motion carried unanimously.

VI. COMMITTEE BUSINESS

SRF Engineering, Parks & Trail Planning Proposal

SRF Engineering submitted a proposal dated October 28, 2004 to be discussed at the November 3, 2004 Parks & Recreation Committee Meeting. The committee canceled the regularly scheduled November meeting therefore the item was not discussed until the December 1, 2004 Meeting. The Grant & Trail Subcommittees reviewed the proposal prior to the December meeting and requested SRF modify the proposal to concentrate on specific issues. 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 proposal was pared down to three (3) main bullet points:

1. Gather Background Information
2. Complete Inventory and Analysis
3. Identify Issues Relating to Agency Coordination and Project Phasing

The Parks & Recreation Committee feel this will be an invaluable tool to be used in the grant process. Working with SRF Engineering will also be beneficial as they are already involved in the CSAH 14 Project. Chairperson Peterson questioned the timetable and whether requesting this study be started now would allow adequate time to complete the study before the next grant application is due in February 2005. Committee Member Seeley stated that the majority of the study could be done before the grant application will be submitted, although some of the project will require more time. 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.

Vice-Chairperson LeBlanc updated the committee regarding information he received from Mr. Rick Arnebeck of the Minnesota Department of Transportation on the status of the DOT 35E Corridor Study. Mr. Arnebeck said it is progressing and he expected the study could be completed in about one year. In regards to a pedestrian overpass for 35E, Mr. Arnebeck said it would most likely be incorporated into the 35E and CSAH 14 interchange reconstruction, but he questioned what side, north or south, the pedestrian overpass would be located on. Vice-Chairperson LeBlanc suggested the south side might be best because that is where the trail currently is planned, but added perhaps the study will conclude something else.

The committee opted to recommend to City Council that SRF Engineering proceed with this feasibility study as outlined in the proposal.

Motion was made by Chairperson Peterson, seconded by Committee Member Seeley to recommend to City Council approving the expenditure not to exceed \$800 to move forward with SRF Engineering commencing the Clearwater Creek Trail Feasibility Study as outlined in the proposal submitted. All in favor. Motion passed unanimously.

Parks & Recreation Committee's Participation in Frozen Fete des Lacs 2005

Ms. Stephan informed the committee that the Economic Development Committee would like the Parks & Recreation Committee's participation in Frozen Fete des Lacs once again this year and requested a committee member attend the next scheduled EDC meeting to discuss the event and what activities the Parks & Recreation Committee would be willing to be involved with. During the prior two Frozen Fete des Lacs, the EDC rented a horse drawn hayride to provide rides to citizens during the Friday Night Skate Night at Laurie LaMotte Memorial Park at which the Parks & Recreation Committee volunteered their time, as well as supplying hot chocolate, popcorn and a bonfire. Although this was a success, there was not ice available on the rink for skating due to the warm temperatures. Chairperson Peterson stated there is rarely ice on the rink at that time in February. The EDC had previously discussed moving the Friday night event to the Anoka County Chain of Lakes Regional Park and having the skating on Centerville Lake. The committee discussed whether they would like to move the event to the County park and what that would involve. Vice-Chairperson Smith, EDC had contacted the Anoka County Parks and was told the event could be held at the park. Chairperson Peterson stated plowing a skating rink would be possible since Public Works would be plowing the track for the car races. Lights would need to be rented to light the ice rink. Public Works has a generator that could be used. A satellite would need to be placed at the park as the restroom facilities are not available during the winter months.

The committee discussed whether the Centerville Lions would be involved in Frozen Fete des Lacs. Committee Member Peil stated the Lions are having their Annual Fishing Contest the weekend prior to Frozen Fete des Lacs. EDC was aware of this when they set the date of Frozen Fete des Lacs as it had to be decided whether to coincide with the Lion's Fishing Contest or the International Car Races on Ice and neither the Lions nor the Ice Racers could alter the weekend their respective events were scheduled. EDC would like the Lions to have their concession trailer available for Saturday's events, but Ms. Peil said perhaps the Parks & Recreation Committee could use the trailer on Friday night at the Anoka County Park for hot chocolate and popcorn. Committee Member Peil will check on this and report back to the committee. Chairperson Peterson stated he will attend the next scheduled EDC meeting.

Sedona Homes – Centerville Townhome Office Park

This item was included on the agenda as information only as the Centerville Townhome Office Park is already under construction. The original Developer's Agreement was signed prior to the City Council adopting Park Dedication Fees for Commercial Development, but the development was put on hold until the current time. The developer, Sedona Homes came to City Council and requested installing a sidewalk in front of the development in lieu of Park Dedication fees at a cost of approximately \$6,000.

Due to the future widening of County Road 14 and changes which will be made to the intersection of County Road 14 and 20th Avenue, City Council was not interested in a sidewalk along the west side of 20th Avenue at this time. This sidewalk would not fit into the Parks & Recreation Committee's Trail Plan. The developer and City Council compromised on a \$6,000 Park Dedication Fee to be paid at the rate of \$600 per town home (10 townhomes) at the time the Building Permit is issued.

Ms. Stephan reported Mr. Paul Keleher appeared before City Council at the November 10, 2004 City Council Meeting and asked that the Developer's Agreement be amended to reflect that the Park Dedication Fees being paid on Phase I would cover Phase II as well. After some discussion, this was agreed upon and a motion was made to reflect that the park Dedication Fees would cover both Phase I and phase II. Ms. Stephan's understanding from the meeting was that this meant \$600 would be paid for all 18 units and the price would not exceed \$600. In viewing the November 10, 2004 Cit Council Meeting Minutes, it is actually unclear. It could also be read to mean that it is \$6,000 for all 18 units with the first 10 units having \$600 Park Dedication Fee applied to each permit, the last 8 units having no Park Dedication Fee applied. The committee felt like this item should have come back to the Parks & Recreation Committee for review before a final decision was made and this area needs to be clarified.

Committee 2005 Achievements (Capra Memo)

Chairperson Peterson stated Mayor Elect Capra is looking for goals the committee has over the next few years and would like to plan a meeting in early 2005 with all council, commission and committee members to review these goals. Chairperson Peterson would like the committee members to be prepared to discuss this at the next scheduled Parks & Recreation Committee Meeting. Vice-Chairperson LeBlanc felt these goals are defined in the Parks & Recreation Budget and would be easily highlighted from the budget. Vice-Chairperson LeBlanc will supply the committee with the updated version of the budget prior to the next meeting

General Fund Budget (Peterson)

Chairperson Peterson stated the committee has not requested any monies from the General Fund for the last few years as they have had adequate Park Dedicate Fees to fund the various projects the committee has been working on, but the committee will need to start requesting funds again as the Park Dedication Fees will become limited as Centerville is built out and the committee will then be dependant on the General Fund. Chairperson Peterson questioned what exactly Parks & Recreation Committee's responsibility is when it comes to Capital Improvement items such as is it the committee's responsibility to go into Tracie McBride and buy all new equipment or is it considered general upkeep/maintenance. Should the committee be allocating funds for this park when the water tower comes down or would this be a line item for the General Funds.

Committee Member Seeley questioned whether the vandalism in Royal Meadows had increased or decreased. Chairperson Peterson stated most of the problems disappeared when one of the families suspected of the vandalism moved out of Centerville. Committee Member Seeley suggested an upgrade to this park be looked at as the park was not improved due to the vandalism. The committee will review this when looking at goals and the budget.

Committee Vacancy

Committee Member Anderson has resigned from the committee due to other commitments. Chairperson Peterson requested a plaque be ordered for Committee Member Anderson and Chairperson Peterson will invite him to the next scheduled Parks & Recreation Meeting to receive the plaque. Vice-Chairperson LeBlanc requested adding a discussion of the number of members on the Parks & Recreation Committee since the committee has one, and possibly two, vacancies, would it be advantageous to change the number of committee members on the Parks & Recreation Committee from 7 members to 5 members. Chairperson Peterson stated he believes it is a bylaw issue governing the number of members on the commission and committees and it would not be possible to reduce the number of members. The majority of the committee liked the idea of 7 members. No further discussion on this item.

Ordinance #8 as it Pertains to Park Dedication Fees and Subdivision of Property

Chairperson Peterson requested adding a discussion of Ordinance #8 as it pertains to Park Dedication Fees and subdivision of property as Ordinance #8 has language that indicates any piece of property which is subdivided into less than 5 lots does not have to pay Park Dedication Fees. Chairperson Peterson believes no lot split should be exempt from Park Dedication Fees. There is also conflicting verbiage between Ordinance #8 and the Comprehensive Plan regarding this issue. The committee discussed this item, but felt it needed clarification. Chairperson Peterson will discuss the issue with the Co-Interim Administrators and seek legal advice as some areas of the ordinance are ambiguous.

VII. UPDATES

Grants and Trails

Information from these subcommittees was discussed earlier in the agenda.

Laurie LaMotte Memorial Park Warming House Renovation

The warming house has been primed and painted. Committee Member Peil will finish with the detailing.

Tracie McBride Memorial Park & Wheels Skate Park

The subcommittees have nothing to report at this time.

St. Paul Water Utility Property on Centerville Lake

The committee discussed the following correspondence from the City Attorney, Mr. Hoeft to Mr. Bill Tschida, St. Paul Water Utility regarding the City Council's response to the proposed purchase of the Centerville Lake Property at 1601 LaMotte Drive.

This letter is to confirm our phone conversation of today's date regarding the status of the City's purchase of the above-referenced lot. As indicated, the City Council discussed this matter at its last regularly scheduled Council meeting on October 27, 2004, and determined that it was premature to proceed with further purchase negotiations regarding the same. Since we last met, the Council has become aware of other possible properties that may provide access to the lake and tie in with the proposed trail that would run along the south side of the redeveloped County Highway 14/Main Street.

I should emphasize that the Council has not closed the door on purchasing the above-referenced lot. However, it does want to explore these other options that have become available. If at a later date the Council determines that the LaMotte Drive property is preferable, I'm sure you will be hearing from us. The Council also understands that the lot may not be available at a later date, and will deal with that situation as it presents itself.

I do want to thank both you and Mr. Schneider for taking your time to meet with the City Administrator and myself. Please let me know if there are any further developments regarding this property that you feel the City should be aware of.

Members of the committee felt they were not included in this process and the negotiations for this property should continue. The majority of the committee felt the property is invaluable to the City of Centerville as park property and would like City Council to reconsider the purchase. The committee discussed that the properties on Centerville Lake along CSAH 14 will potentially become available with the reconstruction of CSAH 14 and although there is interest in these properties it was also felt they are too small and without parking to provide an adequate park area on Centerville Lake. It was also felt that if these properties were made available to the City of Centerville by Anoka County the price would be minimal. The committee made the following motion and requested they be added under Appearances to the next City Council Agenda to voice their concerns as a committee regarding this property.

Motion was made by Vice-Chairperson LeBlanc, seconded by Committee Member Lindsay to recommend to City Council continuing with negotiations regarding the purchase of the St. Paul Water Utility Property at 1601 LaMotte Drive. All in favor. Motion passed unanimously.

Adopt a Wood Duck House - Eagle Scout Project

Ms. Stephan reported there have been inquiries at City Hall regarding Adopting a Wood Duck House due to an article printed in the St. Paul Pioneer Press. Ms. Stephan has contacted Mr. Johnson, Eagle Scout, multiple times by email and by phone and he has not returned either. Chairperson Peterson will call Mr. Johnson for an update.

Laurie LaMotte Memorial Park – Dry Land Practice (Update)

Chairperson Peterson reported the dry land practice at Laurie LaMotte Memorial Park is almost completed for the season and went well, except for a few small problems, which have since been resolved.

Laurie LaMotte Memorial Park Ice Rink Attendants

Chairperson Peterson updated the committee on the status of Ice Rink Attendants. The ads have been placed in the paper, on the web site, cable and the City Sign. Deadline for applications is December 13, 2004 and interviews will be held Saturday, December 18, 2004. There will be five (5) Rink Attendants hired and ready to start by Christmas break.

VIII. ADJOURNMENT

Motion was made by Committee Member Peil, seconded by Committee Member Lindsay to adjourn the December 1, 2004 Parks & Recreation Committee Meeting at 8:12 p.m. All in favor. Motion carried unanimously.

Transcribed by Kim Stephan