



**PARKS AND RECREATION COMMITTEE
MEETING MINUTES
Wednesday, June 4, 2003 - 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 4, 2003, at City Hall, 1880 Main Street.

Present: Committee Member Kathy Peil
Committee Member Wayne LeBlanc
Committee Member Suzanne Seeley

Absent: Committee Member Brian Walter
Committee Member Tedd Peterson

Council: Council Member Tom Lee

Staff: Kim Stephan

Approved

I. ROLL CALL

Committee Member LeBlanc called the meeting to order at 6:34 p.m.

II. SET AGENDA

Ms. Stephan added Ms. Lynn Truninger, Program Executive at the Chain of Lakes YMCA to the agenda under Appearances.

Motion was made by Committee Member Peil, seconded by Committee Member Seeley to set the June 4, 2003 Parks & Recreation Committee Agenda with the above addition. All in Favor: Motion carried unanimously.

III. PUBLIC HEARING(S)

None.

IV. APPEARANCES

An appearance was made by Ms. Lynn Truninger, Program Executive at the Chain of Lakes YMCA. Ms. Truninger had sent the following request to the committee:

My name is Lynn Truninger and I am the Program Executive at the Chain of Lakes YMCA. I am interested in discussing the possibility of the Chain of Lakes YMCA and Centerville Parks and Recreation collaborating on future programs within the Centerville community.

I am aware that you do or have done collaborations with Lino Lakes Parks and Recreation and Wargo Nature Center. I am looking to find areas of need within the Centerville community that are currently not being met, and finding ways that the YMCA can help to fill those needs.

As you may be aware, the YMCA is in the midst of a Capital Campaign to raise funds to build a facility in this community. The planned location is next to the Lino Lakes City Hall at the intersection of 35W and County Road 23. We have already begun offering some programs and events including our Fall Colors 5K and one-mile Family Walk Jog in September; A Family Campout, in collaboration with Wargo Nature Center on August 23, 2003; and the Summer Options School Age Child Care Program in collaboration with Lino Lakes Parks and Recreation and Centennial School District; Family Nights; Healthy Kids Day and our annual Celebrity Golf Tournament to be held this year on Monday, June 9. We were also excited about the opportunity to provide free crafts at the Centerville Elementary School Carnival earlier this Spring.

This summer we are offering YMCA Day Camp for youth entering grades 1-8 in the fall of 2003. Financial Assistance is available and transportation will be provided from Centerville Elementary School if requested.

These are just a few of the ways that the YMCA is growing within the community. I would appreciate the opportunity to meet with you to discuss future opportunities.

Ms. Lynn Truninger met with the committee to determine if there was interest in working with the YMCA to offer programs within Centerville. The YMCA has traditionally met unique needs working with kids and families and Ms. Truninger is currently meeting with groups in the communities to determine what the needs are within each community and how the YMCA can help develop and coordinate programs in the areas where there is interest.

Committee Member Seeley asked Ms. Truninger to explain how this would work. Ms. Truninger said there were a variety of options such as a one (1) time event, programs on a daily basis, or events scheduled for a few hours a couple of days a week. The YMCA could provide organized games, crafts or supervised play at area parks similar to what the Wargo Nature Center provided for the city last summer. The committee explained there was very little interest in the Wargo program last year and some sessions were cancelled due to no one signing up. The Wargo program was advertised at the elementary school and businesses with flyers, on cable, the web site and the City Hall sign. The committee is interested in working with the YMCA, but thinks any program should start out on a small scale as it will be difficult to promote and get enough participation this year. Ms. Truninger said there is a minimum number of participants required, probably 10 children, and suggested offering two (2) or three (3) weeks in August, perhaps a couple of days per week. An example would be offering a program Monday and Wednesday at one park and Tuesday and Thursday at another park in the community from 9:30 a.m. to noon. For this year it would be best to focus on just Laurie LaMotte Memorial Park as this park has the warming house and water. The price will cover two staff members, for safety purposes, and the cost of supplies. The YMCA staff has first aid training, CPR, and backgrounds checks are done prior to hiring. Ms. Truninger will put together a proposal and return to present it at the next scheduled Parks & Recreation Committee Meeting. Advertising will also be discussed further at the next meeting.

V. CONSIDERATION OF MINUTES

Motion was made by Committee Member Seeley, seconded by Committee Member Peil to approve the April 2, 2003 Parks and Recreation Committee Meeting Minutes. All in Favor: Motion carried unanimously.

Motion was made by Committee Member Peil, seconded by Committee Member Seeley to approve the May 7, 2003 Parks and Recreation Committee Meeting Minutes. Ayes - 2, Nays - 0, Abstain – 1 (LeBlanc) Motion carried.

VI. COMMITTEE BUSINESS

Rescheduling of July Parks & Recreation Committee Meeting

The Parks & Recreation Committee decided to reschedule the July 2, 2003 meeting to Thursday, June 26, 2003. This decision was made as members will be out of town for the 4th of July holiday.

Capital Improvement Goals – 5 Year Plan

City Council requested the committee look at Capital Improvement Goals for the next 5 years. Ellen Paulseth, Finance Director, supplied information to the committee regarding this item. City Council has a work session scheduled for June 18, 2003 to start looking at the 2004 budget and would like to incorporate Parks & Recreation Committee Goals. The City Council requested a tentative plan for the next 5 years, in particular 2004, as to what the committee would like to see done and what their goals are as a committee. Also included their packet is a page from the comprehensive plan for Bicycle/Pedestrian Trails. While the comprehensive plan will not be amended until 2007, the City Council requested the committee look at this and determine if this is still the direction they are headed.

Committee Member LeBlanc is concerned that the Comprehensive Plan has not had updates to it for years and it will not be updated until 2007. Ms. Stephan explained it is very expensive to make small changes and that is why it is done every seven (7) years. Committee Member LeBlanc felt the city does not have a good document if the plan isn't real and if it isn't a living document perhaps the city needs something else as a legal document that can be updated more frequently.

The committee decided to table this item until the next scheduled meeting as only three members were present, they have new members to recommend to council, and they would like all members to be available to participate in this discussion. This item will be on the June 26th agenda. They did have a quorum with 3 members as there are currently only 5 members on the committee.

Motion was made by Committee Member Peil, seconded by Committee Member Seeley to table the discussion on Capital Improvement Goals – 5 Year Plan until the June 26, 2003 Parks & Recreation Committee Meeting. All in Favor: Motion carried unanimously.

Tracie McBride Memorial Park / Park Maintenance Priority Schedule

Mr. Paul Palzer, Public Works Director attended the May 7, 2003 Parks & Recreation Committee Meeting and although there was not a quorum, there was a discussion on what was needed at Tracie McBride Memorial Park. The committee members who were present at the May 7, 2003 meeting passed Mr. Palzer's comments on to the rest of the committee. The biggest factor in repairing and upgrading the park is the future removal of the water tower in the park.

The city is currently studying the Public Works site as the potential new water tower site. When the new water tower is built the current water tower will be removed opening up possibilities for Tracie McBride Memorial Park. The concern is whether the committee should spend money on an upgrade now when in two years it could be done differently, such as redesigning and combining the three (3) play areas into possibly two (2) larger ones with upgrades done at that time. The possibility of adding a soccer field and/or a picnic shelter was discussed. The committee tabled this discussion until the next committee meeting, but the consensus was to do necessary maintenance only and start planning now for the time when the tower will come down.

Paving Laurie LaMotte Memorial

The committee had recommended in the fall of 2002 that the parking lot at Laurie LaMotte Memorial Park be paved. Estimates at the time were under \$50,000 with the funds coming from Park Dedication Fees. City Council opted to wait until spring 2003 and possibly do the parking lot in conjunction with the renovation of the warming house. The committee would like to have this revisited at this time as funds were budgeted for when doing their 2003 budget, the lot is heavily used and the grading is getting to the point where it will have to be redone. Committee Member LeBlanc would like options investigated to minimize runoff, such as some of the new technology Lino Lakes is using. Committee Member Peil reminded Committee Member LeBlanc that while the new technology being used is a great idea, it is very expensive for a small city like Centerville to incorporate these options.

Motion was made by Committee Member Peil, seconded by Committee Member LeBlanc to recommend to council the paving of Laurie LaMotte Memorial Park parking lot be revisited with estimates to be presented by Mr. Paul Palzer and Mr. Tom Peterson in conjunction with the estimates on repairs to LaMotte Drive and Heritage Street using monies the Park & Recreation Committee budgeted for when completing their 2003 budget, not to exceed \$50,000 with the work to be completed before Fete des Lacs and the YMCA Summer Programs begin in August. All in Favor: Motion passed unanimously.

Laurie LaMotte Memorial Park Warming House Renovation

Committee Member Peil reported the Centerville Lions are in the process of switching officers and will not have a business meeting this month. The Lions are also busy with Fete des Lacs and without having a representative at the Parks & Recreation Committee Meeting Committee Member Peil could only pass on information she had gotten at the last meeting. She said while funds are available for the warming house renovation there is not nearly enough to do what was previously discussed so it was Committee Member Peil's understanding that the Lions were not going to do anything at this time. The roof at the warming house is in bad need of repair, and the committee felt this should be done at this time. Mayor Sweeney had said the Centerville Lions would donate the labor.

Motion was made by Committee Member LeBlanc, seconded by Committee Member Seeley to recommend to council to proceed with the re-roofing of the Laurie LaMotte Memorial Park warming house subject to Mr. Paul Palzer's estimates and pursuing the offer from the Centerville Lions to donate the labor. All in Favor: Motion passed unanimously

5K Run / Fete des Lacs

The 5K Run / Fete des Lacs item was added to the Parks & Recreation agenda at the request of EDC. They had worked with a White Bear sports shop, Vacation Sports, to promote the Frozen 5K for SNO BIZ and thought Parks & Recreation might want to promote something like this during Fete des Lacs. If so, a date and time need to be supplied as soon as possible so it can be added to their web site and however else they use to promote races to the racing community. Bridgett Backman (EDC) can be contacted for more information.

The Parks & Recreation Committee decided this was not something they wanted to be involved in as a committee, but Committee Member Peil said she would pass this information on to the Fete des Lacs Committee.

Letter(s) of Interest

Ms. Stephan informed the committee Mr. Richard Anderson will not be in attendance, but he has expressed his interest in being a Parks & Recreation Committee Member. Mr. Anderson has attended multiple meetings and submitted a letter of interest. Ms. Stephan also had requests for information regarding the committee opening from three (3) other people and told them to attend a meeting to see if it was something they were interested in, supplied them with an agenda and minutes, and asked them to submit a letter of interest. A Volunteer Opportunity Form was supplied to the committee from Ms. Julie Lindsay. Ms. Lindsay and Mr. Andre Ziegler were both in attendance and expressed interest in joining the committee. Committee Member LeBlanc will contact Committee Member Walter to discuss his attendance at meetings and whether he feels he can remain on the committee with his current job commitments. If Committee Member Walter feels he needs to resign there will be an opening for both Ms. Lindsay and Mr. Ziegler.

Motion was made by Committee Member Peil, seconded by Committee Member Seeley to recommend to council the appointment of Mr. Richard Anderson to the Parks & Recreation Committee. All in Favor: Motion passed unanimously.

Motion was made by Committee Member LeBlanc, seconded by Committee Member Peil to recommend to council the appointment of Ms. Julie Lindsay to the Parks & Recreation Committee. All in Favor: Motion passed unanimously.

Resignation of Chairperson

Chairperson Karla DeVine submitted a letter of resignation to the committee effective following the May 7, 2003 meeting. Nominations for a new Chairperson were tabled until the next scheduled committee meeting when all members can be present.

Motion was made by Committee Member Peil, seconded by Committee Member Seeley to recommend to council the purchase of a plaque to recognize the service given the city by former Parks & Recreation Committee Chairperson Karla DeVine, not to exceed \$50.

IV. UPDATES

Dead Broke Saddle Club Donation for Bike Racks

A thank you note was sent by the previous Chairperson, Karla DeVine to Dead Broke Saddle Club for their donation of \$500 towards bike racks for the city parks.

Committee Member LeBlanc will write a thank you note to Bonestroo, Rosene, Anderlik & Associates for their \$250 donation to the Parks & Recreation Committee.

Royal Meadows Park / Lighting Update (Peterson)

Committee Member Peterson was unable to attend the committee meeting but the information he has gathered on changing the lighting at Royal Meadows Park at this point is unrealistic and far too expensive for the possible benefits.

Summer Programs (Update/Lee – Lino Lakes Parks & Recreation)

Council Member Lee has been in contact with Mr. Barry Bernstein, from Lino Lakes Parks & Recreation and while it appears Lino Lakes is interested in working with Centerville to coordinate activities in Centerville parks, Council Member Lee did not have any specifics at this time.

Centennial Soccer Club – Use of Laurie LaMotte Memorial Park Soccer Fields

Mr. Kelly Pap from the Centennial Soccer Club did not make an appearance or provide the committee with an update.

Adopt a Flower Box

Due to budget cuts Public Works does not have the staff or the time to weed or plant the flower beds in the five (5) city parks. It has been advertised on cable and the web site asking for volunteers to ‘adopt’ these flower beds, but there has been no response from residents. The Parks & Recreation Committee decided to care for these beds. Committee Member Peil took Royal Meadows Park, Committee Member Seeley took Tracie McBride Memorial Park, Ms. Julie Lindsay took Laurie LaMotte Memorial Park, and Mr. Andre Ziegler adopted Acorn Creek Park. Ms. Stephan volunteered perennials if the committee members needed additional flowers.

Community Gardens

There has been no response from residents concerning interest in a community garden plot at this time. This was advertised on the web site and cable channel.

Motion was made by Committee Member Peil, seconded by Committee Member Seeley, to adjourn the June 4, 2003 Parks and Recreation Meeting at 8:46 p.m. All in Favor: Motion carried unanimously.

Transcribed by Kim Stephan