



**PARKS AND RECREATION COMMITTEE
MEETING MINUTES**

Wednesday, June 26, 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 26, 2003, at City Hall, 1880 Main Street.

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

Absent: Committee Member Tedd Peterson

Council: Council Member Tom Lee

Approved

Staff: Kim Stephan

I. ROLL CALL

Committee Member LeBlanc called the June 26, 2003 Parks & Recreation Committee Meeting to order at 6:34 p.m.

Also present: Andre Ziegler, a resident who is interested in becoming a committee member. Lynn Truninger, Becky DeWitt and Jen Smith from the Chain of Lakes YMCA.

II. SET AGENDA

Committee Member Peil requested removing the nomination of a new Chairperson from the agenda until there is a meeting with the full committee.

Motion was made by Committee Member Peil, seconded by Committee Member Seeley to set the June 26, 2003 Parks & Recreation Committee Agenda with the above deletion. All in Favor: Motion carried unanimously.

IV. APPEARANCES

Ms. Lynn Truninger, Program Executive at the Chain of Lakes YMCA

Ms. Lynn Truninger, Program Executive at the Chain of Lakes YMCA made an appearance to present the program as discussed at the June 4, 2003 committee meeting. Becky DeWitt and Jen Smith were also present to answer any questions as the instructors of the proposed program. The draft of the flyer was presented and discussed. The "Park Play Days" will be held the first two weeks of August at Laurie LaMotte Memorial Park.

Mondays and Wednesdays will be for 3-5 year olds from 9:30 to 11:30 a.m. and Tuesdays and Thursdays will be for 6-11 year olds from 9:30 to 11:30 a.m. The cost is \$10 if registered before July 30, \$15.00 if registered after July 30, 2003. This price covers all four (4) sessions. There is no cost to the City of Centerville or the Parks & Recreation Committee, except to use the park and warming house. The YMCA will print and fold 1,300 flyers to go in the July utility billing. Ms. Stephan will check with the billing clerk to ensure these flyers can be added to the mailing. The flyers will be dropped off at City Hall before Wednesday, July 3, 2003. The registration will be handled by the YMCA, so city staff time is not required. There is a limit of approximately 45 children per session in order to keep the 1-15 ratio of adults to children, although the program will probably not get to this point this year. The minimum for each session will be 8 to 10 children to make sure there is a large enough group for the children to have fun. The YMCA will also advertise in the Quad Community Press. Ms. Stephan will get flyers to local businesses, provide information at City Hall, and advertise on the city sign, web site and cable channel. The committee discussed possible additions to the registration form such as a waiver regarding responsibility. Ms. Truninger will add this as well as a statement saying financial help is available if requested. The YMCA instructors have CPR, first aid training and background checks have been done before hiring.

Ms. Julie Lindsay offered her help with the sessions if the amount registered exceeds 45 children. The committee discussed whether they wanted to reduce the cost to the residents by supplementing the program, but decided not to at this time. The committee thought next year when the program expands they will discuss supplementing the program by perhaps purchasing equipment, such as tables. The YMCA instructors present felt the warming house was more than adequate to meet their needs at this time.

Motion was made by Committee Member Seeley, seconded by Committee Member LeBlanc to recommend to council to accept the program as presented by Ms. Lynn Truninger and allow the use of Laurie LaMotte Park and the facilities on the above mentioned dates and times. All in Favor: Motion carried unanimously.

Centerville Lions / Fete des Lacs

Committee Member Peil reported it was not possible to have a Centerville Lions Member present at this meeting to discuss Fete des Lacs as they were having a meeting the same evening and are in the process of changing officers. The Lions postponed discussions on the warming house renovation until after the new officers begin their term. Committee Member Peil did add on behalf of Fete des Lacs that they are still in need of volunteers, especially for the Kids Carnival being held on Saturday, August 2nd from 12:00 to 3:00. Some of the Parks & Recreation Committee Members volunteered.

V. CONSIDERATION OF MINUTES

Motion was made by Committee Member LeBlanc, seconded by Committee Member Seeley to approve the June 4, 2003 Parks and Recreation Committee Meeting Minutes. All in Favor: Motion carried unanimously.

VI. COMMITTEE BUSINESS

Oath of Office, Mr. Richard Anderson & Ms. Julie Lindsay

Ms. Julie Lindsay was sworn in as a Parks & Recreation Member by Council Member Lee. Mr. Richard Anderson was unable to attend, as the meeting was rescheduled from July 3 to June 26, 2003. Mr. Anderson will be sworn in at the next scheduled Parks & Recreation Committee Meeting.

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

Capital Improvement Goals – 5 Year Plan

The Public Works Staff asked the Parks & Recreation Committee to consider a permanent site for the skate park as it is very time consuming to install the skate park equipment each spring, move it for Fete des Lacs and then remove it and store it for the winter. Committee Member Peil suggested the idea of a permanent skate park site fall into the 2-year plan of Tracie McBride Memorial Park. When the water tower is removed there will be room for a skate park on that site. It was mentioned that some skate parks are asphalt opposed to concrete, asphalt would be less expensive, but research should be done on asphalt versus concrete. Committee Member Seeley suggested forming a sub-committee to work on the 2-year Tracie McBride plan.

The committee then went through the 2003 Parks & Recreation Budget & Projects List line by line to prepare a rough draft for the 2004 budget. Committee Member LeBlanc and Committee Member Seeley will put this information together for the next scheduled meeting. The committee also discussed grants, what the process is to apply, where to get information, and who would possibly be interested in pursuing the information. Committee Member Seeley would like to form a sub-committee to research this area.

VII. UPDATES

Paving Laurie LaMotte Memorial Park Parking Lot

Council Member Lee informed the committee that Laurie LaMotte Memorial Park parking lot will be paved in conjunction with Heritage Street and LaMotte Drive, possibly in 2004.

Laurie LaMotte Memorial Park Warming House Renovation / Re-roofing

Mr. Paul Palzer, Public Works Director determined that the current footings at the warming house will not support a second story or an outward expansion, so any new building or renovation would need to start from scratch. The committee felt the Centerville Lions were no longer interested in renovating the current warming house. The City Council approved replacing the roof on the warming house at the June 25, 2003 City Council meeting not to

exceed \$4,500 with the possibility of the Lions supplying the labor. The committee would still like to improve the current warming house to be used for community events or summer programs such as the YMCA program and would like to continue to examine the issue. The Parks & Recreation Committee will continue to budget for this item.

The Parks & Recreation Committee has scheduled a tour of the city parks and the Laurie LaMotte Memorial Park warming house for Wednesday, July 9, 2003 at 6:30 p.m. The purpose of the meeting is to discuss and inspect the local parks and proposed recommendations for repair or acquisition of equipment. The committee will be meeting at Laurie LaMotte Memorial Park and proceeding to each park thereafter. The committee will also be presenting recognition plaques to two (2) members that have resigned from the committee. Ms. Stephan will ensure this meeting is posted.

VIII. ADJOURNMENT

**Motion was made by Committee Member Seeley, seconded by Committee Member Lindsay, to adjourn the June 26, 2003 Parks and Recreation Meeting at 8:36 p.m.
All in Favor: Motion carried unanimously.**

Transcribed by Kim Stephan