



**PARKS AND RECREATION COMMITTEE
MEETING MINUTES
Wednesday, September 3, 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 September 3, 2003, at City Hall, 1880 Main Street.

Present: Chairperson Tedd Peterson (6:50)
Vice-Chairperson Wayne LeBlanc
Committee Member Kathy Peil
Committee Member Julie Lindsay
Committee Member Suzanne Seeley
Committee Member Richard Anderson

Absent: Committee Member Andre Ziegler

Council: Council Member Tom Lee

Staff: Kim Stephan

Approved

I. ROLL CALL

Vice-Chairperson LeBlanc called the meeting to order at 6:34 p.m.

II. SET AGENDA

No additions, deletions or changes were made to the agenda.

Motion was made by Committee Member Seeley, seconded by Vice-Chairperson LeBlanc to set the September 2, 2003 Parks & Recreation Committee Agenda. All in favor: Motion carried unanimously.

III. PUBLIC HEARING(S)

None.

IV. APPEARANCES

None.

V. CONSIDERATION OF MINUTES

Motion was made by Committee Member Peil, seconded by Committee Member Anderson to approve the August 6, 2003 Parks and Recreation Committee Meeting Minutes. All in favor: Motion carried unanimously.

VI. COMMITTEE BUSINESS

Parks & Recreation Committee Mission Statement

Vice-Chairperson LeBlanc supplied the committee with a copy of a Mission Statement previously adopted by the Parks & Recreation Committee. The committee reviewed the document, as well as a Mission Statement from the City of Lino Lakes Parks & Recreation Department. Changes were made and the new document will be reviewed at the next scheduled meeting.

VII. UPDATES

Laurie LaMotte Memorial Park Warming House Re-Roofing

Committee Member Peil reported that the Centerville Lions will tear off the old warming house roof on Friday, October 10 and re-roof on Saturday, October 11, 2003. The entire job will have ice shield installed. This will be coordinated with Mr. Paul Palzer, Public Works Director. Council Member Lee requested Ms. Stephan include this update in the next City Council packet. Vice-Chairperson LeBlanc suggested recruiting volunteers by putting the information regarding the re-roofing on the city sign.

Laurie LaMotte Memorial Park Parking Lot

The committee had requested at the August 6, 2003 committee meeting that the paving of Laurie LaMotte Memorial Park parking lot be brought up at the council level once again as the monies have been budgeted for and if the city waits to do this in conjunction with the reconstruction of Heritage Street and Laurie LaMotte Drive it will be years before the parking lot is paved. The committee would like to see this happen sooner. Council Member Lee brought the issue to council and reported to the committee that the majority of the council elected to stay with the previous decision to pave the parking lot in conjunction with Heritage Street and Laurie LaMotte Drive which is scheduled to be completed in 2004. The City Council would also like to involve the City of Lino Lakes since a portion of LaMotte Drive is in Lino Lakes.

Capital Improvement Goal / 2004 Budget

Council Member Lee will present the Parks & Recreation Committee budget proposal at the next City Council budget work session scheduled in September.

Subcommittees

The Grant Subcommittee, which includes Vice-Chairperson LeBlanc and Committee Member Lindsay, met twice in the past month to begin research on what was involved in writing a grant. Committee Member Seeley was invited to join the Grant Subcommittee, in addition to being a member of the Trails Subcommittee, as they are currently looking at Trail Grants and the issues of both subcommittees are similar. The subcommittee members would like to keep these subcommittees separate however, as in the future they may be working on unrelated issues.

Vice-Chairperson LeBlanc reviewed information from City Hall on previous grants, having copies made for the subcommittee. The subcommittee determined the process is very long and complicated, but there are many possibilities. The focus is going to be on two specific areas, local trails and regional trails. The grants for regional trails will be a tremendous amount of work, but the requirements for the local trail grants are similar. The subcommittee also looked at multiple grants for things like park play equipment, fishing piers and shelters, but felt the trail grants offered more money potential and has the possibility to cross three communities; Centerville, Hugo & Lino Lakes.

Committee Member Anderson asked what type of grants the subcommittee looked at and Committee Member Seeley stated they focused on state grants through the DNR at this point. The other grants available are federal and foundation grants. The federal grants are more difficult to be awarded as there is so much more competition. Foundation grants are not typically given to cities for projects that the foundation(s) may see as state or city community type projects. The subcommittee decided to concentrate on the area with the most potential. The Grant/Trail Subcommittee is not meeting in September. The other subcommittees have not met at this time. The subcommittee members were reminded to notify City Staff before meeting as all meetings need to be posted at least three (3) days in advance.

The subcommittees are as follows; **Grants:** Vice-Chairperson LeBlanc, Committee Members Lindsay & Seeley; **Trails:** Vice-Chairperson LeBlanc, Committee Members Lindsay & Seeley; **Laurie LaMotte Memorial Park Warming House Renovation:** Chairperson Peterson & Committee Member Peil; **Tracie McBride Memorial Park:** Committee Members Seeley, Anderson & Ziegler; **Wheels Skate Park:** Committee Members Peil, Ziegler & Anderson. Each subcommittee will provide an update at each scheduled Parks & Recreation Committee meeting.

Bike Racks

Chairperson Peterson reported the bike rack has arrived and will be installed as time permits at Acorn Creek Park Chairperson Peterson also stated the bike rack went \$50.00 over the amount awarded by Dead Broke Saddle Club, but the product was made from recycled materials and the additional amount would be deducted from Parks & Recreation funds.

Ice Rink Attendants

It was requested it be recommended to City Council that Chairperson Peterson, as Public Works Staff, work with the City Administrator to hire Ice Rink Attendants for the 2003-2004 season and supervise the attendants as he has in past years. Ms. Stephan will pass this information on to City Council.

VII. ADJOURNMENT

Motion was made by Vice-Chairperson LeBlanc, seconded by Chairperson Peterson, to adjourn the September 3, 2003 Parks and Recreation Meeting at 7:30 p.m. All in Favor: Motion carried unanimously.

Transcribed by Kim Stephan