



**PARKS AND RECREATION COMMITTEE
MEETING MINUTES
Wednesday, October 1, 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 October 1, 2003, at City Hall, 1880 Main Street.

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

Absent: Committee Member Richard Anderson
Committee Member Julie Lindsay

Council: Council Member Tom Lee

Staff: Kim Stephan

Approved

I. ROLL CALL

Chairperson Peterson called the meeting to order at 6:40 p.m.

II. SET AGENDA

Chairperson Peterson requested a discussion of the trail through Pheasant Marsh, Phase Three be added under Committee Business.

Motion was made by Committee Member Peil, seconded by Vice-Chairperson LeBlanc to set the October 1, 2003 Parks & Recreation Committee Agenda with the above addition. All in favor: Motion carried unanimously.

III. PUBLIC HEARING(S)

None.

IV. APPEARANCES

None.

IV. CONSIDERATION OF MINUTES

It was erroneously stated in the September 3, 2003 Meeting Minutes that the Trails and the Grants Subcommittees had decided to join as one committee. 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. Committee Member Ziegler would like this noted on the last page where members of each subcommittee are identified.

Motion was made by Vice-Chairperson LeBlanc, seconded by Committee Member Peil to approve the September 3, 2003 Parks and Recreation Committee Meeting Minutes with the above changes. All in favor: Motion carried unanimously.

V. COMMITTEE BUSINESS

Pheasant Marsh, Phase Three – Trail

Chairperson Peterson requested a discussion of the trail through Pheasant Marsh, Phase III, be added under Committee Business. Chairperson Peterson started the discussion by saying the original trail proposal winds through the east side of the development in a low area. There is quite a bit of green space, probably because it is low. What Chairperson Peterson would like the committee to consider is readjusting the placement of the trail along the far east edge where there is higher ground and the trail would overlook the edge of the pond on the adjacent property. The original proposal shows the trail ending at Outlot A, Center Oaks II, with the idea of the trail eventually being continued east to 20th Avenue.

Chairperson Peterson proposes a trail stub be added heading north across Outlot A to Center Street. If the trail cannot be connected to 20th Avenue in the near future, at least this trail would continue to Center Street instead of dead-ending. The trail stub would be paid for from Parks & Recreation trail funds. Chairperson Peterson estimates the stub to be 270' – 300' in length. The committee felt this was a better alternative to the trail dead-ending and not being used by residents. Chairperson Peterson also reported there is a 6 foot county ditch which runs through this property to the south. It will be necessary for a culvert to be installed in the south-east corner.

Council Member Lee suggested attaching a map with the suggested changes to the motion for the next council meeting. Ground Development is currently looking for approval on the Developer's Agreement and Final Plat for Pheasant Marsh, Phase III. Chairperson Peterson will supply Ms. Stephan with a map of the proposed changes/additions.

Motion was made by Chairperson Peterson, seconded by Committee Member Seeley to recommend to council adjusting the trail location for Pheasant Marsh, Phase III and adding a trail stub through Outlot A, Center Oaks II with the funds for the trail stub to come from Parks & Recreation trail funds. All in favor: Motion carried unanimously.

VII. UPDATES

Parks & Recreation Committee Mission Statement

Motion was made by Committee Member Seeley, seconded by Vice-Chairperson LeBlanc to approve the Parks & Recreation Committee's Mission Statement as follows:

"To improve the quality of life for the citizens of Centerville by providing green space for a variety of year-round programs, leisure time activities and community special events that contribute toward the physical, social and emotional well-being of citizens of all ages."

All in favor: Motion carried unanimously.

Ms. Stephan will include this on the web site and check on the possibility of incorporating it on the trail maps.

Subcommittees

Trails

Committee Member Lindsay talked to representatives from the City of Hugo regarding their trails and supplied the committee with trail maps from Hugo. Committee Member Lindsay reports Hugo has an impressive trail system in various stages of completion with trails being expanded and connected to existing trails. Committee Member Lindsay felt there is a lot of potential for working with Hugo, Lino Lakes and Anoka County. The City of Lino Lakes is currently working with Anoka County on a possible pedestrian bridge on County Road 14, crossing 35E on the north side of the road going into Hugo. All members present felt there was a great advantage to all the cities working together on future projects.

Grants

Chairperson LeBlanc stated he has a meeting scheduled with a representative from Anoka County Parks on Thursday, October 9, 2003 at 8:30 a.m. All committee members are welcome to attend. Since the Parks & Recreation Committee is currently looking at grants and trails, Vice-Chairperson LeBlanc felt it would be a good idea to go over Anoka County's master plan with the county to ensure Centerville's trails and loops are included, see where the county is at now, what their future plans are and can we merge everything in the future.

Chairperson LeBlanc said there was a grant submitted for a play structure at Laurie LaMotte Memorial Park in April of 2001. This grant was rejected at the time, but it was similar to the grant awarded for Acorn Creek Park. The discussion was whether this grant could be updated and resubmitted. The previous City Administrator wrote the grant for Laurie LaMotte Memorial Park. Vice-Chairperson LeBlanc questioned whether this information was on a disk or backed up somewhere at City Hall. This would make it easier to update the previous grant application. Ms. Stephan will check on this information. The committee felt this would be a good place to start gaining experience submitting a grant.

The Grant Subcommittee has a meeting scheduled for October 14, 2003 - 7:00 p.m. at 1784 Peltier Lake Drive. The Trail Subcommittee will also meet at this time. Ms. Stephan will ensure this meeting is posted.

Laurie LaMotte Memorial Park Warming House Renovation

The Warming House Renovation Subcommittee has not met at this time. Committee Member Peil reports the warming house is still on schedule to be re-roofed on Saturday, October 11, 2003. The Centerville Lions plan to do the work, but are still looking for volunteers to help. The committee requested staff put the information on the city sign the week prior.

Tracie McBride Memorial Park

The Tracie McBride Memorial Park Subcommittee has not met at this time, but currently has a meeting scheduled for October 21, 2003 - 6:30 at 1818 Fox Run. Ms. Stephan will ensure this meeting is posted.

The committee would like to get community input. Committee Member Seeley presented the committee with a draft of some ideas to include in a resident survey, as follows:

To households in the Tracie McBride Memorial Park neighborhood:

The old water tower will be coming down in the next couple years. The Parks and Recreation Committee would like to take this opportunity to re-design Tracie McBride Memorial Park. We plan to consolidate the three current play lots into one and we will be removing some of the equipment around the current water tower. Beyond that we are willing to consider any and all ideas that come our way. We would greatly appreciate your family's input.

Some of the ideas that have been proposed are listed below. Please add any of your own that are not represented and number them in the order you think you and your family would use and enjoy them. A rating of "1" would be the idea you think you would use or like the most. Keep numbering them until you reach the idea(s) you aren't likely to use. Leave blank the ideas you don't think you would use.

Please return this questionnaire to City Hall by dropping it off in person or affixing postage and mailing it to us at 1880 Main Street. If you are interested in joining the Tracie McBride Memorial Park redesign subcommittee, please let us know! The Parks and Recreation Committee meets at 6:30 p.m. on the first Wednesday of each month at City Hall.

Please let us know how many people you are representing by filling in the following: Number of adults in the household: _____ Senior citizens: _____ Children (list their ages as well, please): _____ Thanks in advance for your input!

_____ full basketball court

_____ soccer field

_____ volley ball court

_____ horseshoe pit(s)

- | | |
|--|--|
| _____ <i>skate pit (submerged cement bowl)</i> | _____ <i>street course skate park</i> |
| _____ | _____ |
| _____ <i>pop / water vending machines</i> | _____ <i>picnic shelter with picnic tables</i> |
| _____ <i>picnic tables (no shelter)</i> | _____ <i>gazebo (enclosed shelter)</i> |
| _____ <i>raised BBQ grills</i> | _____ <i>BBQ pit with rock skirting</i> |
| _____ | _____ |

Committee Member Seeley said she thought the most pertinent information to ask on a survey would be how many people in the household were responding in the household and of what ages? If the answers veered towards seniors, for instance, that would change the approach of what was needed at the park. There are children who use the park to skate board and would like to see equipment at the park such as grinding rails. Committee Member Seeley presented the idea of a submerged cement pit for skate boarders. Other options to look at are a gazebo with picnic tables, an enclosed picnic shelter, and possibly vending machines. Vice-Chairperson LeBlanc questioned whether electricity would be available after the water tower is removed. Chairperson Peterson said the well house will remain and electricity would be available. There was discussion as to whether this park could be self-supporting and if vending machines were available who would stock the machines and where the extra stock would be stored. The well house cannot be used for storage. Chairperson Peterson stated there are many companies who would install the vending machines, stock and take liability for the machines, if this is an idea the committee decides to pursue. Revenue can be shared with companies, depending on the contract and company. A play structure would remain at the park, but be reduced from the current three (3) play areas to one (1) play area for easier maintenance.

Committee Member Seeley stated at the minimum they would like to get a survey out to the residents in the immediate vicinity of the park, and ideally to as many of the residents as possible. Chairperson Peterson inquired as to the radius of mailings sent for public hearing notification. The legal requirement is 300 feet. The committee discussed the options of putting surveys on doors, stuffing surveys in the next utility billing, sending a separate mailing or members walking door to door and talking to residents. Ms. Stephan said the utility billing is approximately 1,400 residents, but there has been very little response to surveys in the past. The subcommittee decided to walk door to door in the vicinity of the park to survey the residents in person.

Wheels Skate Park

Committee Member Peil reports the Wheels Park Subcommittee has not met at this time, but the approach should be the same as with the Tracie McBride Memorial Park Subcommittee. The input from the McBride survey should be helpful to determine the direction in which the Wheels Park Subcommittee takes. Committee Member Peil felt this would not be something that is resolved this winter.

Council Member Lee stated the City Council was anxious to have this issue resolved and a permanent sight determined as it is a waste of the tax payer's money to continually move this equipment and/or not have the equipment available to be used. Chairperson Peterson said maybe an option would be to sell the Skate Wave equipment and purchase more Sun Ramp equipment as the Sun Ramp equipment can be put out in about an hour and a half opposed to the Skate Wave equipment which takes days to set up. Committee Member Peil stated once the skate park is permanent which equipment is used will be irrelevant. Discussion was had whether natural contours and slopes could be used. Asphalt would have to be flat as it needed to be rolled, where concrete could be formed, but it is more expensive.

YMCA Play Days at Laurie LaMotte Memorial Park

The YMCA Play Days, which was held at Laurie LaMotte Memorial Park in August, was a big success. There was discussion as to why this program worked so well and cost so little when other programs such as Wargo Nature Center and the YMCA daycare were expensive and had a poor turnout. Committee Member Peil will call Lynn Truninger to thank her and see what needs to be done to set up the program for next year. Committee Member Seeley suggested asking if the YMCA did any winter programs.

Chairperson Peterson stated he had not seen a final plat for Hunters Crossing, Phase II, but questioned whether the Parks & Recreation Committee's recommendations were included regarding sidewalks and trails. Council Member Lee stated the sidewalk will be there and the trail is per Parks & Recreation's recommendations. Chairperson Peterson said that he thought just the preliminary plat was approved and the committee would like to see this again because there were changes made and the information was not brought back to the committee. Vice-Chairperson LeBlanc felt that before a final plat is approved it should come back to the Parks and Recreation Committee. Council Member Lee said he would bring this to City Council.

VIII. ADJOURNMENT

Motion was made by Vice-Chairperson LeBlanc, seconded by Chairperson Peterson to adjourn the October 1, 2002 Parks & Recreation Meeting at 7:35 p.m. All in favor: Motion carried unanimously.

Transcribed by Kim Stephan