



**PARKS AND RECREATION COMMITTEE
MEETING MINUTES
Wednesday, August 6, 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 August 6, 2003, at City Hall, 1880 Main Street.

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

Approved

Absent: None.

Council: Council Member Tom Lee

Staff: Kim Stephan

I. ROLL CALL

Vice-Chairperson Peterson called the August 6, 2003 Parks & Recreation Committee Meeting to order at 6:35 p.m.

II. SET AGENDA

Committee Member LeBlanc requested a discussion be added to the agenda under Updates regarding the council decision to not accept park property in Peltier Preserve. Committee Member LeBlanc would also like to add a discussion of the Parks & Recreation Committee Mission Statement under Committee Business

Motion was made by Committee Member Peil, seconded by Committee Member Seeley to set the August 6, 2003 Parks & Recreation Committee Agenda with the above additions. All in Favor: Motion carried unanimously.

III. CONSIDERATION OF MINUTES

Motion was made by Committee Member LeBlanc, seconded by Committee Member Peil to approve the June 26, 2003 Parks and Recreation Committee Meeting Minutes. Ayes – 5, Nays – 0, Abstain – 2 (Peterson, Anderson) Motion carried.

IV. APPEARANCES

Council Member Capra was unable to attend the meeting, but requested the following information be passed on to the committee for consideration:

St. Genevieve's activities committee asked me to contact the City of Centerville EDC and Parks & Recreation Committee to gain information about possibly taking part in or sponsoring some kind of event or activity during the Snow Biz celebration. I will be checking with Father Fitzgerald regarding the matter.

V. COMMITTEE BUSINESS

Oath of Office, Mr. Richard Anderson & Mr. Andre Ziegler

Mr. Richard Anderson and Mr. Andre Ziegler were sworn in as Parks & Recreation Committee Members by Council Member Lee.

Chairperson Nomination

Vice-Chairperson Peterson accepted the position as Chairperson of the Parks & Recreation Committee vacated by Ms. Devine.

Committee Member Seeley nominated Committee Member LeBlanc for the position as Vice-Chairperson. Committee Member Anderson seconded the motion. All in Favor: Motion carried unanimously. Committee Member LeBlanc accepted the position.

Capital Improvement Goals – 5 Year Plan / 2004 Budget

Committee Member LeBlanc supplied the committee with a draft document from the June 26, 2003 Parks & Recreation Committee Meeting incorporating information from the 2003 Parks & Recreation budget and new data supplied by the Finance Director, Public Works Director and research done by the Parks & Recreation Committee Members. The committee went through the proposed budget line by line to determine priorities for the next few years. Council Member Lee will request the Finance Director review the Parks & Recreation Committee's proposed budget before the City Council has the next budget work session. A copy of the draft will be attached to these minutes.

The committee decided that a public phone at Laurie LaMotte Memorial Park is not feasible at this time. The skate park does not have a park attendant, the skate park may move to a permanent location and the committee felt a public phone would be vandalized per information from the Centennial Lakes Police Chief and Public Works Staff. Committee Member Anderson reported the phone inside the warming house needs maintenance. Chairperson Peterson said he would ensure the phone is repaired.

The committee discussed the cost of printing trail maps and whether to continue to keep this item in the Parks & Recreation budget.

Ms. Stephan stated the Economic Development Committee is still looking at the New Resident Packet which would include the trail map and that the trail is also on the city's web site and can be printed by anyone interested in the map.

The committee would also like the paving of the Laurie LaMotte Memorial Park parking lot to 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 will bring this issue to City Council.

The committee discussed what type of renovation they would like to see at the Laurie LaMotte Memorial Park warming house. Committee Member Peil felt the interior could use extensive work, and while the mechanical and wiring appear to be in good repair at this time, insulation was needed as the furnace runs constantly. Cosmetic repair such as paint and new tables would improve the looks immensely. A play structure was also discussed. Chairperson Peterson stated a play structure was desirable even though the park is a sports complex because little brothers and sisters are there for the games, but the siblings need something to play on. All members agreed a small play structure rated for 20-30 kids would benefit the park. This would be an area a subcommittee could focus on. The committee also discussed the possibility of moving the skate park to a permanent location either in Laurie LaMotte Memorial Park or another park, as it is difficult to continually move and set up. It is labor intensive and time consuming. The committee felt this should be a priority for 2004 so the equipment can be used. Vice-Chairperson LeBlanc felt the city should still be interested in obtaining the St. Paul Water Utility property on Centerville Lake and should possibly pursue grants in this area. Another area for a subcommittee could be trails and continuing to investigate what would be necessary to obtain an easement for a trail across the church property.

For several years the Parks & Recreation Committee has attempted to budget for and have requested the hiring of a Parks Program Coordinator. The committee discussed whether or not to continue budgeting for this item. Council Member Lee suggested pursuing the idea of working with the Lino Lakes Recreation Program Supervisor, Barry Bernstein to develop programs with Lino Lakes using Centerville's parks. Chairperson Peterson explained Centennial Little League and the Centennial Soccer Club are separate from the City of Lino Lake's programs. For instance, Mr. Bernstein is currently requesting the use of Laurie LaMotte Memorial Park's lighted fields for the area youth football program. This would be beneficial to the Centerville families involved in the football program.

The committee discussed grants: the writing of, what is involved, who has had experience in grant writing, and what was necessary to start the process. The City Administrator had previously stated the process needed to be started in September for the following year. Vice-Chairperson LeBlanc, Committee Member Seeley and Committee Member Lindsay would be interested in learning the grant process and will pursue this in a subcommittee. Chairperson Peterson suggested adding funds to the budget for education in grant writing. Subcommittees were formed to look at grants, moving Wheels Skate Park to a permanent location, Tracie McBride Memorial Park, trails and the renovation of the warming house.

Lino Lakes Parks & Recreation / Youth Football Program Request

Chairperson Peterson received the following request:

My name is Barry Bernstein, Recreational Program Supervisor with the City of Lino Lakes. As you well know, the Lino Lakes Parks and Recreation Department operate a youth fall tackle football program for the area youth. This year will mark our third year of operating this program, but the tackle football program has been in operation for several years.

I am contacting you today to investigate the possibility of utilizing one of the lighted ball fields at Laurie LaMotte Memorial Park for the area youth football program. It is my impression we are able to develop an eighty-yard football field at this site. If we were able to utilize this site and lights, this would greatly enhance the football experience for many of our participants. At the present time, we have approximately twenty percent of our participants who come from Centerville. The field with lights would reduce the travel time for some of our lower grade level teams and extend our practice period due to utilizing the lights on this field.

If this is a possibility, we would need the field to be mowed and I am certain we could get volunteers to mark, with paint, the appropriate field dimensions. Our season runs from mid-August to the end of October. If this field were available, we would like to make use of the field Monday - Thursday in the evenings and possibly on Saturdays.

If you or another representative would like to contact my office to discuss this matter, I can be reached at 651-982-2445 or bbernstein@ci.lino-lakes.mn.us. If need be, I would even attend a Park Board Meeting to discuss this matter with the entire board. To adequately plan the season, I will need to know if this field is available by August 1. I realize this is short notice and understand if there is not sufficient amount of time to discuss this issue.

The committee discussed the benefits of working with Mr. Bernstein and the Lino Lakes Parks & Recreation Department, as well as the benefits to the residents of Centerville. Committee Member Seeley would like it stated that whichever group uses the parks, the group must be responsible for the cleanup incurred by their usage.

Motion was made by Committee Member Peil, seconded by Vice-Chairperson LeBlanc to recommend to City Council to approve the request from Mr. Barry Bernstein, to use the lighted ball fields at Laurie LaMotte Memorial Park for the 2003 football season. Public Works Staff will mow the fields as needed, with the City of Lino Lakes providing the materials and manpower to prepare the field as needed for games. All in Favor: Motion carried unanimously.

Bike Racks

The Parks & Recreation Committee applied for a grant of \$2000 from Dead Broke Saddle Club to purchase a bike rack for each of the five (5) city parks in Centerville. Dead Broke Saddle Club awarded Parks & Recreation Committee \$500 towards this project. The committee discussed whether to order one (1) bigger, more expensive bike rack at this time for one (1)

park; or two (2) smaller, less expensive bike racks for two (2) parks. The committee opted to order one (1) to be placed at Acorn Creek Park as there is no parking at this park and it is used heavily by bike traffic. As Public Works Staff, Chairperson Peterson will ensure the bike rack is ordered. The committee will discuss applying for additional funds from Dead Broke Saddle Club.

Peltier Preserve Park Property

Vice-Chairperson LeBlanc expressed his concern for the City Council action taken on July 23, 2003 reversing a previous council decision in voting 3 to 2 to not accept the small piece of park property in Peltier Preserve. In December of 2002, as part of the Buckbee development public hearings, the City Council agreed to accept this section of land adjacent to a canal on Peltier Lake. At the time there was much public input and debate about this development.

One of the concerns of the committee was why wasn't the Parks & Recreation Committee involved in the reversal of this decision. The neighborhood in this part of Centerville voiced strong support for a park in this area and some of the committee members felt the residents were being let down after being assured there would be open space in this development. The current council did not consult with the Parks & Recreation Committee in reversing this decision, but felt the city did not want the liability associated with owning property on the channel of Peltier Lake. The committee is frustrated regarding the city council changing decisions that were previously made and appearing to not take the committee's recommendations into consideration. Council Member Lee will take this information back to the next council meeting.

Parks & Recreation Committee Mission Statement

Vice-Chairperson LeBlanc handed out a copy of a previous Mission Statement and requested the committee review it to discuss at the next scheduled meeting.

VI. UPDATES

Laurie LaMotte Memorial Park Warming House Renovation / Re-roofing

Mr. Paul Palzer is currently on vacation, but reported the warming house will be re-roofed in September when the weather cools down and the labor can be coordinated with the Centerville Lions.

Park Tour July 9, 2003

On July 20, 2003, Committee Members Richard Anderson, Suzanne Seeley, Andre Ziegler, Julie Lindsay, and Wayne LeBlanc met and walked through the parks. Following is a report from Vice-Chairperson LeBlanc:

LaMotte Park

The roof, some of the fascia, and perhaps some of the wood under the roof need replacement. The phone inside didn't work at first, but then worked after jiggling the connection. This phone, however, is not accessible to anyone during the summer. A pay phone has not been installed. The Little League was there

and the park was very busy. The restrooms in the warming house were locked and there was a satellite by the parking lot. We looked at the St Paul Water property which is directly across the street from LaMotte Park.

Centerville Road and Meadow Lane Intersection

We stopped at the intersection of Meadow Lane and Centerville Road. This intersection offers a potential “safe” access to LaMotte Park from a major residential part of the city. A trail might go more or less straight west of the sidewalk or veer south and attach to the “temporary” road that goes into LaMotte Park.

Eagle Pass Park

This park looked fine and the tennis court looked great.

Tracie McBride Park

When the water tower is taken down, there will be a lot more room in this park. There is a lot of equipment in a fenced in area. Would some or all of this be removed? Right now, there are three different play areas – one area might work better. One resident there wanted a skate park here. We discussed briefly a “permanent” skate park here and other places. In the previous meeting we discussed a subcommittee on Tracie McBride Park.

Royal Meadows Park

Royal Meadows Park had 3 or 4 small children playing on the swings. We asked how they liked the park. They said great. Later a couple of them confided, you know, there are people that come here that swear a lot. I suggested they have their parents call city hall if there is any trouble at the park. There was graffiti on the back of the sign and on the basketball pole (see pictures). Also, there were some grass clippings in the southwest corner of the park by the fence. All in all, this park didn’t look too bad.

Acorn Park

Acorn Park looked good. We asked a resident how they liked the park. She said it was wonderful. About the only thing that needs attention at some point is a dead tree that stands at an obvious angle (see picture). A minor point for future design, there is a catch basin directly in the path of the exiting trail to the park. It would have been nice bring this trail all the way to the road but that is impossible (see picture). The trail and culvert at the creek look to be in good shape. There had been problems there before with washouts.

Plaques Awarded

We then proceeded to Karla Devine’s and Brian Walter’s house and gave them their plaques for service with Park and Recreation.

Chairperson Peterson stated the building at Tracie McBride Memorial Park will remain when the water tower is removed, but the transformers behind the building will no longer be needed. He also stated he has tried to remove the graffiti at Royal Meadows Park, but was unable to with the chemicals he used designed for this purpose. The sign needs to be sanded and repainted. This could not be done this season as the Public Works Department did not have summer help.

VII. ADJOURNMENT

Motion was made by Chairperson Peterson, seconded by Committee Member Peil, to adjourn the August 6, 2003 Parks and Recreation Meeting at 9:12 p.m. All in Favor: Motion carried unanimously.