

**PARKS AND RECREATION COMMITTEE  
MEETING MINUTES - February 6, 2002**

Pursuant to due call and notice thereof, the Parks and Recreation Committee of the City of Centerville held the regularly scheduled meeting on February 6, 2002, at City Hall, 1880 Main Street.

Present: Karla DeVine  
Tom Lee  
Kathy Peil  
Brian Walter  
Tedd Peterson

Approved

Absent: Wayne LeBlanc

Staff: Kim Stephan

Council Member: Linda Broussard-Vickers

**CALL TO ORDER**

Chairperson Karla DeVine called the meeting to order at 6:36 p.m.

**APPEARANCES**

Ms. Suzanne Seeley submitted a letter of interest in joining the Park & Recreation Committee. This was put under New Business and Ms. Seeley stayed for the meeting as an observer.

**CONSIDERATION OF MINUTES**

Ms. DeVine submitted one correction. The date for the last Skate Night should be Friday, February 15, 2002 to coincide with Snow Biz activities.

**Motion by Mr. Walters, seconded by Mr. Peterson, to approve the January 2, 2002 Parks and Recreation Committee Meeting Minutes. All in Favor:  
Motion passed Unanimously.**

## **OLD BUSINESS**

### **1. Wheels Park Insurance Claim**

Ms. DeVine questioned as to whether the check for the stolen ramp has been received from the insurance company. Mr. Peterson will check with Ms. Moore-Sykes and report at the next committee meeting.

### **2. Staff Liaison**

Staff member Ms. Kim Stephan was in attendance to take minutes. There will not be a rotation of staff performing this function. Ms. Stephan will be the Staff Liaison on a regular monthly basis. Discussion as to what the committee needs from this position. The committee would like to receive the Week in Review from Ms. Moore-Sykes via e-mail. Mr. Lee supplied Ms. Stephan with e-mail addresses of committee members, which will be passed on to the City Administrator. The committee would also like to receive all meeting minutes along with their monthly packet. It was decided Ms. Stephan will have the Parks & Recreation Committee packet ready by noon on the Friday before the next scheduled committee meeting and Mr. Lee will pick up all committee member's packets at City Hall and distribute them to each member.

### **3. Recognition of Former Chairperson**

Ms. DeVine requested Ms. Stephan research where the committee had previously purchased plaques, what the plaque said, and the cost. This will be reported at the next meeting so an order can be placed for the former Chairperson Mr. Porter.

### **4. Update on City Web Site**

Ms. Stephan reported the new Web Site has been purchased and Staff has had an orientation. The process has been started to collect the information from the previous Web Site, sort through it, and enter the information into the new site. The site has the capability of allowing access to all committees to update any information pertaining to specific committees. There is not any time frame on when the Web Site will be available, as of yet. Council will need to determine what interaction committees will have, if any.

## **5. Acorn Creek Park Grant**

The City has received a check for 90% of the grant money for Acorn Creek Park with the other 10% paid when the work is completed. Discussion as to what work needs to be done and the time frame involved. Ms. Stephan will clarify this with the City Clerk and Public Works.

## **6. LaMotte Park Grant**

Ms. Devine requested a copy of the trails grant for Lamotte Park, which Ms. Stephan will obtain. Discussion as to what the requirements are. Mr. Peterson reported handicapped accessible parking needs to be installed, along with a trail from the parking lot to the warming house and the skate park. Bids need to be obtained from asphalt companies.

## **7. Retribution Money for Damage to Tracy McBride Park.**

Discussion as to whether monies have been received for damage to Tracy McBride. Ms. Stephan will check on this and report at the next meeting.

## **8. Chamber of Commerce Donation**

Park & Recreation received a \$1,000 donation from the Lino Lakes Chamber of Commerce. Discussion as to where this money is and has a thank you note been sent. Ms. Stephan will report at the next meeting.

## **9. Intern for Summer Parks Programs**

Discussion as to whether or not anything has been done about hiring an intern for a summer parks program. Council Member Broussard-Vickers reported that this was included in the 2002 Budget, but was unsure of where the process stands as staffing and budget issues have taken precedence. Ms. DeVine stated the Park & Recreation Committee would like to be involved in any hiring process. This needs more input from Ms. Moore-Sykes and the City Council.

## **10. Pheasant Marsh Trail**

There is some concern that the trail between Hunters Crossing and Pheasant Marsh does not line up. Council Member Broussard-Vickers said this problem was discussed months ago and was supposed to be corrected. Mr. Peterson will check on this and talk to Dan Schluender of Bonestroo, Rosene, Anderlik & Associates regarding watershed, grading, and county permission to fill in the culvert.

## **NEW BUSINESS**

### **1. Parks & Recreation Committee Function**

Council Member Broussard-Vickers asked the committee how they viewed their function in the future, suggesting it will be more of a maintenance issued opposed to new. There is future potential with Pheasant Marsh, The Shores, and ultimately South Hunters Crossing. Fund raising was discussed as a possible Parks & Recreation function. Mr. Walters suggested looking at concessions at Laurie LaMotte Park when games are going on and perhaps involving groups such as the Boy Scouts. This will be put on the next agenda.

### **2. The Shores Trail**

Lengthy discussion as to the placement of 'The Shores' trail. The concern is if the trail is put along County Road 14 so it can link with the regional park, what will happen when County Road 14 is widened? Council Member Broussard-Vickers reports Anoka County has applied for funding and eventually County Road 14 will be turned into a 4-lane road, possibly between 2006-2010. Some options were discussed in lieu of the trail running along County Road 14, possibly collecting the funds and expand the trail elsewhere. However, the object has been to safely get pedestrians/bikers along County Road 14 to the Regional Park. Mr. Walters suggested we could perhaps get 10 good years out of the trail before the road is widened and would Anoka County replace the trail if it were to be removed due to an expansion? Ms. DeVine read a letter dated November 5, 2001 from the Anoka County Department of Parks and Recreation in regards to a possible cooperative effort between the City of Centerville and Anoka County, though it appears that funding for trails within the regional park reserve will not be available for about 3-4 years. The Park Planner, Ron Cox, would like to be kept informed of the City's progress in regards to 'The Shores' trail. Possible option is to run the trail down Mound Trail, some research needs to be done to determine if Anoka County owns

any of the property at the end of Mound Trail and whether the City could acquire an easement. Council Member Broussard-Vickers does not know the current status of 'The Shores' development as there are ongoing water issues. This discussion will be continued at the next Parks & Recreation Committee Meeting.

### **3. Skate Night**

Mr. Peterson reported the first Skate Night had no more people than a normal Saturday night, but with the warm weather it has been difficult to keep ice. The 2<sup>nd</sup> Skate Night was cancelled due to the rink attendant being ill, and the committee members were unable to get into the warming house. Mr. Peterson has informed the EDC Chairperson, Aimee Fairbrother that there probably will not be any ice for the Skate Night scheduled for Friday, February 15, during the Snow Biz activities.

### **4. Outstanding Invoice for Goetz Landscaping**

Ms. Kris Sweeny asked the Parks & Recreation Committee to review an outstanding bill from Goetz Landscaping for trees installed. There is some confusion as to were these additional trees ordered, by who, were they planted, and have they already been paid for? Ms. Stephan will look through previous minutes for any motions on this item. Ms. DeVine will look through files she has at home from Mr. Porter. Item tabled until next committee meeting.

### **5. Summer Parks Program**

If the hiring of a summer intern for park programs is not approved by council, the committee discussed the option of a program similar to last years with the Wargo Nature Center. Ms. Peil said she would contact Todd Murowski from the Wargo Nature Center and ask him to attend the next Parks & Recreation meeting.

Process to recommend appointment based on pr to council - letter from staff to Suzanne after next council

### **6. Consideration of Ms. Suzanne Seeley**

Ms. DeVine explained the process of recommending a new committee member to Ms. Seeley, who then thanked the committee, again expressing her interest to be a member and departed. The committee discussed Ms. Seeley's letter of interest and voted to recommend to council Ms. Seeley be appointed to the Parks & Recreation Committee at the February 13, 2002 City Council Meeting.

**Motion was made by Mr. Lee to recommend Ms. Seeley be appointed to the Parks And Recreation Committee, seconded by Ms. Peil. All in Favor: Motion passed Unanimously.**

#### **7. Grant Applications for 2002**

Ms. DeVine will check into when grant applications are due for 2002. Even though there is not currently money available for matching grants, it is still desirable to apply each year.

**Motion was made by Ms. DeVine, seconded by Mr. Walters, to adjourn. All in Favor: Motion carried Unanimously**

**Meeting adjourned at 8:18 P.M.**