

**PARKS AND RECREATION COMMITTEE
MEETING MINUTES – April 3, 2002**

Pursuant to due call and notice thereof, the Parks and Recreation Committee of the City of Centerville held the regularly scheduled meeting on April 3, 2002, at City Hall, 1880 Main Street.

PRESENT: Karla DeVine
Brian Walter
Kathy Peil
Suzanne Seeley
Wayne LeBlanc
Tom Lee
Tedd Peterson

Approved

ABSENT: None

STAFF: Kim Stephan

COUNCIL: Linda Broussard-Vickers

I. CALL TO ORDER

1. Roll Call

Chairperson Ms. DeVine called the meeting to order at 6:35 p.m.

II. APPEARANCES

III. CONSIDERATION OF MINUTES

Motion was made by Mr. LeBlanc, seconded by Ms. DeVine to approve the Parks and Recreation Committee Meeting Minutes of March 6, 2002, Ayes – 5, Nays – 0 Abstained – 2 (Lee, Peterson). Motion carried.

IV. OLD BUSINESS

1. Wargo Nature Center Summer Program Update

Ms. Peil gave an update on the information she had received from Mr. Murowski, Wargo Nature Center Recreation Specialist, in regards to the Summer Park Program. A tentative schedule and guidelines were supplied to the committee for review. Mr. Murowski has a probable summer assistant so Wargo's staff shortage should not affect the amount of days available to the city.

The sessions will be scheduled for one (1) hour from 12:00-1:00 p.m., except for the biking/swimming activity which will remain two (2) hours from 12:00-2:00 p.m. The programs will be scheduled each Tuesday beginning June 11, 2002 and ending August 13, 2002, excluding the week of July 2. Registration will be set up through City Hall. There will be a limit of 30 children per session, if there are more than 30 children interested, Mr. Murowski will run another session from 1:00-2:00 p.m. The cutoff for registration will be the Friday prior to each session. Discussion as to how to limit phone calls to City Hall and how to most effectively roll the excess children over into the second session once the maximum is reached. Ms. Peil will get together with Staff to determine what will work best. Open enrollment will be closed to large groups to allow the general public to take advantage of the programs. Second sessions may also be scheduled for large group registrations such as Apple Academy.

The canoeing activity will be scheduled as an hour session also. There is an age limit for this activity and Anoka County needs a waiver signed for each child for both canoeing and swimming. Ms. Stephan will contact Rhonda Lynch at Wargo to get more specifics on this and additional information on each program. The activities that were selected are geared more for older kids, but because of staff limitations the programs cannot be as creative as Mr. Murowski would have liked. Because the Pond Study was so popular last year it will be offered multiple times.

The cost to the city will not increase this year, but remain at \$50.00 each two (2) hour program. Wargo will bill the city at the end of the season. A \$2.00 minimum fee for each child per session was decided on. Prepaid fees will be collected at the time of registration. It needs to be determined what will be the procedure if children show up at the activity without being prepaid and registered.

The need for volunteers was discussed. It will be noted on the registration form that adult volunteers would be appreciated and parent involvement is encouraged. Volunteers are especially needed for the biking/swimming and canoeing activities. The committee discussed various ways of advertising. Mr. Lee suggested sending home information from school, but questioned whether the school would do that because of security reasons. Suggestions were the City Hall sign, cable, the website and possibly the local paper. Advertising should begin in May. Ms. Devine will check into advertising in the paper and Ms Peil will do a flyer announcement. Council Member Capra said that the City Council was considering taking out a ¼ page add quarterly in the Quad and perhaps the Summer Park Program could be included. Council Member Capra added the Parks & Recreation Committee could kickoff this program by having a table at the April 27, 2002 Volunteer Recognition Day Celebration which is scheduled from 10-1:00 p.m. at City Hall. This celebration is to show appreciation to all volunteers and their families and to help promote volunteerism within the community. It will also include an award ceremony. Ms. Devine will need to let Council Member Capra know if Mr. Porter will be presented with his recognition plaque at the award ceremony on April 27, 2002. Council Member Capra would like the Parks and Recreation Committee to be involved.

Motion was made by Ms. Peil, seconded by Mr. LeBlanc to accept the Wargo Nature Center Summer Park Program as laid out by Mr. Murowski and charge a \$2.00 prepaid fee per child.

All in favor: Motion carried Unanimously.

Council Member Capra questioned where the balloons and balloon weights went after the Fete des Lacs Festival. She would like to locate these for the Volunteer Recognition Celebration. Ms. Peil asked if staff had received her e-mail requesting the remaining buttons for Fete des Lacs. Ms. Stephan will check on these supplies. Council Member Capra reported the City of Vadnais Heights has a 'Party Trailer' to rent to residents for a nominal fee, which includes tables, chairs and grills and suggested perhaps Parks and Recreation would like to do something like that in the future. Mr. Peterson will locate the Parks and Recreation banner.

2. Fund Raising/Little League – Concessions at Laurie LaMotte Park

The Lion's Branch Club volunteered to sell concessions at Laurie LaMotte Park during Little League games 3 days per week. There are games 4 nights per week. Ms. DeVine requested committee members consider selling concessions the additional day. Mr. Lee said it was a possibility for him, but the other committee members were otherwise committed. The games are scheduled from 6:30 – 8:00 p.m. and the Lion's Branch Club would open the stand at 6:00 p.m. Mr. Walters reported there is not a schedule published as of yet, but the games start Monday, May 4th. Discussion was held as to what percentage of the profits would be donated back to the city. Council Member Vickers suggested 50% in following charitable gambling currently being run by Dead Broke Saddle Club and the Spring Lake Park Lions. Ms. Devine suggested on the nights the Branch Club runs the concession stand they would donate 20% of the profits to Parks and Recreation and if committee members opt to run the stand on the additional night the Branch Club would then increase the percentage for that night. Council Member Broussard-Vickers stated that council will want reporting that profits are used in community, either going to Parks and Recreation or another community function. There was discussion as to asking Little League if they were interested in the additional night, but the consensus was it would become too complicated involving Little League. Mr. Peterson was concerned about clean up issues and who would have keys. Ms. DeVine said the Branch Club would ensure cleanup took place and they would only require one (1) key and would share it.

Motion was made by Mr. Lee, seconded by Mr. Walter to recommend to the City Council that the Centerville Lion's Branch Club run concessions at Laurie LaMotte Park during Little League games donating 20% of the proceeds to the Parks and Recreation Committee. Ayes – 5, Nays – 0, Abstain – 2 (DeVine, Peil). Motion carried.

3. Enclosures for Satellites

Discussion as to how much money was actually in the capitol improvement account and is this where the money for the satellite enclosures would come from. The financials show \$11,500 currently in this account. Council Member Broussard-Vickers reported that anything in capital improvement would not

necessarily be approved as the city may have an unexpected expenditure, and the summer intern money will probably be used to upgrade the computers in the office as they are beginning to have serious problems. More information will be available by the next scheduled meeting. Ms. Stephan will get clarification on the financial reports as they are not easily understood.

Ms. DeVine said that the committee had previously considered and rejected the idea of preformed satellite enclosures. Mr. Walters will get accurate measurements and figures for the price of enclosures. Discussion as to whether Acorn Creek Park will be done in same place as last year? Mr. Peterson reported they all have to be done the same or not at all. Mr. Peterson also reported Public Works has only ordered 4 satellites this year because of the damage done to Royal Meadow Park last year, there will not be a satellite there this year. There will not be any picnic tables at Royal Meadows Park either because of the damage done. Mr. Peterson will price auger rental and get a concrete estimate to report at the next meeting. Ms. DeVine suggested a spring tour of the parks as a group to familiarize Ms. Seeley with the parks and check out siting for satellites. It was decided to meet on April 27, 2002 at 8:30 a.m. at Acorn Creek Park. This will be prior to the Volunteer Recognition Celebration.

4. Trail Grants (Update) DNR Grant

Discussion was held as to when/how the committee should start looking into grants for 2003, as it is too late for this year. Ms. DeVine would like to see the money that is being collected from the Spring Lake Park Lion's charitable gambling to be used as a matching grant. This fall the committee will meet with City Administrator Ms. Moore-Sykes to pursue grant options.

5. The Shores Trail (Update) Centerville 4-Lane Highway

Mr. LeBlanc sent all committee members e-mail on his findings with Anoka County. The 4-lane highway is coming through and the chances of stopping it are zero. Mr. LeBlanc reported the Highway Department did not know about The Shores, but they do now. The amount of easement The Shores is going to dedicate is already adequate. Council Member Broussard-Vickers said the City Council is setting up meetings to try and have some input and that the cost of acquisition will determine where exactly the road will go. Anoka County representative John

Olson had made promises that they wouldn't proceed on this without input from city, but they did. Council Member Broussard Vickers suggested the committee give some thought to having The Shores developers give the money to Parks and Recreation for the cost of the trail in lieu of the trail. The city would use engineers and county standards to determine specs and this would then go into the developer's agreement. Mr. Peterson questioned as to when the park dedication fee would increase and would Parks and Recreation receive those fees or would they go into the general fund? Council Member Vickers reported Pheasant Marsh dedication fees are at \$1,800, but Phase II will be at the new rate of \$2,000. It is uncertain at this time where these monies will go.

Motion was made by Ms. Peil, seconded by Mr. Lee to recommend to City Council to accept monies in lieu of a trail.

Motion carried unanimously.

6. Bonestroo Trail Maps (Update)

Mr. Peterson was unable to reach Ms. Scheller from the EDC committee, but Ms. Stephan include the request for the EDC Committee to consider publishing the trail maps in the New Resident Packet on the April 16, 2002 EDC Agenda. Mr. Peterson will get the maps to Ms. Stephan.

7. Spring Lake Park Lion's Donation

Council Member Broussard-Vickers informed the committee that the Spring Lake Park Lion's donation would be returned to the Lions as it had been given to the City of Centerville in error. Also reported was the discussion at the last council meeting directing the Lions to set up some other type of fund where they could direct the contributions from charitable gambling to, as the council prefers it no longer come through the city. The Lion's intent was that the money be used for a Park Shelter/Concession Stand, but the City Council does not have to use it for that purpose. While the City Attorney said it would be good politics to follow the wishes of the Lions, it is not necessary to do so. Mr. Peterson presented plans and ideas for a play structure at Laurie LaMotte Park and would like to pursue charitable gambling funds as a way of financing the play structure. Mr. Peterson's estimate for the play equipment is \$22,700. There is currently \$26,000 from the

Spring Lake Park Lion's charitable gambling donations and Parks and Recreation could also apply for this money. Council Member Vickers also suggested contacting the Dead Broke Saddle Club. Mr. Peterson will pursue how to apply for funds. Some discussion as to where the play structure would be situated. There would need to be netting over it to protect it from the fields. Ms. DeVine asked Mr. Peterson to figure out fall zones for room, perhaps using Royal Meadows as an example. Ms. DeVine suggested leaving the \$26,000 alone to use for matching grants this fall.

8. Goetz Landscaping Tree Payment (Update)

Ms. Stephan informed the committee that Mr. Goetz had over billed the city and that a refund would be forthcoming. The money will be placed back into the account the trees were paid for from.

V. NEW BUSINESS

1. Wheels Skate Park for Upcoming Year

Lengthy discussion was held as to the best way to prevent problems at the Wheels Skate Park in the upcoming season. There are concerns with hiring attendants such as; is there money in the budget, what hours are the most important to cover, can enough people be hired, will teenagers be able to handle the problems that were occurring last year? More police patrols are desirable, but not practical. It was suggested that there be age restrictions or limited hours for specific age groups, such as 1-4:00 p.m. reserved for younger children, but the problem would be in enforcing it. Mr. Peterson questioned who would hire and supervise the rink attendants and what were the chances of finding adults for the position? In looking at the financial statements supplied to the committee it was unclear as to which line item applied to the attendants. Ms. Stephan will get additional information on this item for the next scheduled meeting. Council Member Broussard-Vickers questioned whether anyone had talked to the police department about their feelings towards the skate park? Mr. Peterson said that Chief Heckman would prefer Centerville did not have a skate park as it has caused so many problems. The police don't have the time, funds or desire to give any more support. Council Member Broussard-Vickers asked the committee if they could get \$20,000 by selling it the equipment and if the money would go back into a park fund opposed

to the general fund, would the committee sell the equipment? The committee agrees the city cannot go the entire year with problems such as last year and the rules should be clear from the beginning, any incidents and the ramps will be sold, closing the park. Council Member Broussard-Vickers suggested putting out the equipment, posting signs with clear expectations, not hiring attendants, but solicit adult/parental volunteers and give the park a trial month. Mr. Peterson said after the equipment was removed this fall hockey players used the rink extensively and there was never a problem. Perhaps put some of the ramps out and leave the hockey roller bladers on the south end, with a separation net. It was suggested to open the park for month, evaluate after the month and if there are problems, sell it. Mr. LeBlanc suggested adult volunteers instead of, or in addition to an attendant. Ms. Stephan said utility bills were going out in the following week and a flyer requesting volunteers could be included. The committee decided to try this and evaluate at the next meeting, including in the flyer that if enough volunteers were not found the opening of the park may be delayed. The hours decided on are 8 a.m. to 8 p.m. Discussion as to why Lino Lakes doesn't have problems with their skate park and why the small group of people who are causing the problems can't be caught instead of allowing them to ruin it for everyone. Council Member Broussard-Vickers said she would support the money staying in Parks and Recreation if equipment is sold. Mr. Walter said the rink will get a lot of use as a cement rink, so the surface would be utilized. The skate park opening will not be determined until the next scheduled meeting.

Motion was made by Ms. Peil, seconded by Ms. Seeley, to adjourn the April 3, 2002 Parks and recreation Meeting at 9:16 p.m.

All in Favor: Motion carried Unanimously