



## **PARKS AND RECREATION COMMITTEE December 4, 2002 Meeting Minutes**

Pursuant to due call and notice thereof, the Parks and Recreation Committee of the City of Centerville held the regularly scheduled meeting on December 4, 2002 at City Hall, 1880 Main Street.

**Present:** Chairperson Karla DeVine  
Committee Member Tom Lee  
Committee Member Kathy Peil  
Committee Member Brian Walter  
Committee Member Tedd Peterson  
Committee Member Suzanne Seeley  
Committee Member Wayne LeBlanc

Approved

**Absent:** None

**Council:** Council Member Linda Broussard-Vickers

**Staff:** Kim Stephan

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### **I. ROLL CALL**

Chairperson DeVine called the meeting to order at 6:34 p.m.

### **II. SET AGENDA**

No additions were made to the December 4, 2002 Parks & Recreation Agenda.

### **III. PUBLIC HEARING(S)**

### **IV. APPEARANCES**

#### **1. Mr. John Thill, Centerville Lions - Laurie LaMotte Warming House Renovation**

Mr. John Thill, Centerville Lions, made an appearance in regards to the progress of the plans to renovate the Laurie LaMotte Park warming house. Mr. Thill presented the committee with copies of the design of the current warming house, which he had produced. There were previously no plans available. The committee discussed with Mr. Thill what would be the most cost effective way to add more space and repair the existing structure. Going to a second story would be a more economical way to gain space depending on the shape of the current attic area and if the footings were sufficient to support the 2<sup>nd</sup> story. The footings would need to be tested. As long as there is a meeting room downstairs, the upstairs would not have to be ADA accessible. It would be beneficial to have the restrooms available from the interior. Replacing the roof is a priority.

Mr. Thill suggested if it is necessary to remove the old trusses they could possibly be used in the park for building a shelter area with a concrete slab and tables under it. It will not be necessary to expand the concession area as it is not practical to sell concessions from this site. In the future the Lions will use their concession trailer. It was suggested by Council Member Broussard-Vickers that two (2) concept plans be considered, one going up to a second story and one expanding the building, either with or without a second story.

## **2. Ms. Sanna Buckbee - Preliminary Plat / Park Dedication Fees**

Ms. Sanna Buckbee made an appearance at the Parks & Recreation Committee Meeting to discuss some options she would like the committee to discuss regarding the development of the Buckbee property at 1738 Peltier Circle. Ms. Buckbee had previously e-mailed the committee members with her request to look at the piece of property prior to the December 4, 2002 meeting. There is a piece of this property the Buckbees would like to donate to the city as park land in lieu of a portion of the Park Dedication Fees. It is a small piece, approximately a third of an acre, with access to the channel. This property is not wetlands, but usable open space per Ms. Buckbee. This property would not be large enough for play equipment or any type of sports fields, but would make a nice area for a few picnic tables or benches overlooking the channel. Ms. Buckbee said the amount deducted from the Park Dedication Fees would be minimal, perhaps \$2,000, but she would like to know if the committee is interested as there is a neighboring land owner who is interested in buying the piece of property. There was discussion as to whether a sidewalk would be added to the development and Ms. Buckbee said the developer has agreed to install the sidewalk. Park Dedication Fees are currently at \$2,000 per dwelling. Ms. Buckbee had an older copy of the fee schedule which showed the amount at \$900 per dwelling. Ms. Buckbee reported they have been working with the Rice Creek Watershed the last few years, as has Committee Member Leblanc and the Peltier Lake Association to try and get the channel opened up. It has become very shallow at the end due to silt build up. Ms. Buckbee said this decision could probably wait another month or so if the committee would like to look at the property, as it is a separate issue from the preliminary plat and PUD Public Hearing.

## **V. CONSIDERATION OF MEETING MINUTES**

Chairperson Devine asked that the vote for the Goiffon Road Vacation is added to the motion made on page 3, and requested the year on page 5 be changed from 2002 to 2001 in reference to a previous motion made concerning the fee schedule being updated. Committee Member Seeley corrected an error on page 1 where Committee Member Hanson was referred to when it should have been Committee Member Walter.

**Motion was made by Chairperson DeVine, seconded by Committee Member Peil to approve the November 6, 2002 Parks and Recreation Meeting Minutes with the above corrections. All in Favor: Motion passed unanimously.**

## **VI. COMMITTEE BUSINESS**

### **1. Sno Biz 2003 Activities**

The committee agreed on the previously discussed plans, which included the Parks & Recreation

Committee as a group running the Friday, February 7, 2003 Skate Night at Laurie LaMotte Park. The committee will have a bonfire, hot chocolate and popcorn free to the public. The committee will also supply the wood. Committee Members LeBlanc and Walter will offer astronomy demonstrations, weather permitting. Ms. Stephan will pass this information on to the Economic Development Committee.

## **2. Buckbee Property – Preliminary Plat / Park Dedication Fees**

Following Ms. Buckbee's appearance, Committee Member LeBlanc requested the committee consider a small park in the development for the following reasons: 1) to provide a safe place for youth activities, as he said in this area the children generally play in the street. 2) The nearest park is over a mile away. This would put a park in an area where there aren't any. This area is close to the school, however. 3) Provide a place for families to have a picnic or group activity. Instead of the city taking the Park Dedication Fees, Committee Member LeBlanc suggested the option to have 10% of the land allocated for a park, which would be approximately one full lot. There are divided feelings in regards to the city taking land opposed to Park Dedication Fees. Committee Member LeBlanc sent a questionnaire to the residents in the area of the proposed development asking if they would favor a park or not. Committee Member LeBlanc said it was favorable towards a park, but Committee Member Peterson questioned why the 3<sup>rd</sup> option (Park Dedication Fees) was not given as it is not simply a park or not a park. Council Member Broussard Vickers said that the city does not currently have enough money to maintain the parks we have, therefore should not take on another park. Committee Member LeBlanc suggested taking the land for a future park. At this time the land could set vacant for a long time because the city simply does not have the funds to do anything with a new park and how would the new home owners feel in regards to having a vacant lot in the middle of their new development. Committee Member LeBlanc felt even a vacant field, if kept mowed would be an asset for the children of the area and the land will be a resource forever.

**Motion was made by Committee Member Peil, seconded by Committee Member Peterson to recommend to council that the monetary Park Dedication Fees be taken per dwelling on the conceptual development plan of the Buckbee development, opposed to land being donated. Ayes – 4, Nays – 3. Motion Carried.**

Chairperson DeVine questioned whether a sidewalk was required as she thought it was only a requirement for arterial roads. The sidewalk in the Buckbee development is not a requirement, but would be in lieu of a trail, since there is really no place to put a trail in this area. Chairperson DeVine suggested not having a sidewalk, but taking money in lieu of the sidewalk, as Park Dedication Fees, to further the trail loop elsewhere. This development would not have to have a sidewalk as it does not connect to any existing sidewalks or trails and only runs in front of 6 homes. The home owners would have to maintain it. The committee felt the money would be better spent to continue trails elsewhere.

**Motion was made by Committee Member Peil, seconded by Committee Member Peterson to recommend to council the cost of the sidewalk be incorporated into the Park Dedication Fees for this development in lieu of the developer installing a sidewalk. Ayes – 6, Nays -1. Motion Carried.**

### **3. Vacation of Goiffon Road / Trail Easement – Design Team Recommendation**

The Parks and Recreation Committee had previously discussed the possibility of council obtaining a trail easement from St. Genevieve's Church if there were negotiations regarding a land swap between the city and the church.

The committee looked at various options for a trail easement, but it depends on what the church decides to do with rebuilding or renovating. As the vacation process moves forward, the Parks and Recreation Committee would like to be involved in the negotiation process to formulate a trail plan. The concern is when Goiffon Road is closed the only route to Laurie LaMotte Park will be down Main Street to Centerville Road, which will be dangerous. At the December 3, 2002 Planning & Zoning Commission meeting there were residents who were concerned about how traffic would flow if Goiffon Road were to be closed. The Planning and Zoning Commission did not support the vacation of Goiffon Road as they felt they needed more information. Both Planning & Zoning and the Economic Development Committee were concerned about how this would affect future downtown revitalization, the Design Team Concept and the widening of County Road 14. Council Member Broussard-Vickers felt it would be appropriate at this time to just barricade Goiffon Road as it is also not known what is going to be done with the downtown city owned property. The issue is on the next City Council Agenda.

### **4. Fee Schedule / Park Dedication Fees**

At the November 6, 2002 Parks & Recreation Committee meeting it came to the Committee's attention that changes previously submitted for the 2002 fee schedule had not been made. One of the issues was who determines whether land is donated in lieu of Park Dedication Fees, the developer or the city. The committee had made a recommendation to council to change the wording in the fee schedule to cover this area in the fall of 2001. Committee Member Lee researched this further with the City Clerk and the previous motion was located in archived files. There was an emergency meeting held on October 16, 2001 to look at the fee schedule and the land dedication section of Ordinance #8 before The Shores preliminary went before City Council for consideration. The wording specified Park Dedication Fees were based per dwelling, not per lot and that the trails were a separate issue. The council has been treating each development as if this wording were included in the fee schedule and Ordinance #8, but if there were ever questions, it is not clearly stated. For 2002 the Park Dedication Fees were set at 10% of market value of the property or \$2,000.00 per dwelling, whichever is greater. Currently Park Dedication fees are set with the final plat and the Developer's Agreement. This information will be presented to the new City Council to review for the 2003 fee schedule and possible amendments to Ordinance #8. There was some concern about the current trail policy and whether this needed to be clarified in the fee schedule. Council Member Broussard-Vickers said the language regarding pedestrian trails does not need to be included in the fee schedule or Ordinance #8 because the city is already following county standards.

The Committee also discussed suggesting to Council that the Park Dedication Fees be raised from \$2,000 per dwelling to either \$2,500 or \$3,000 per dwelling. The reasoning behind this is there is minimal land remaining to be developed and Park Dedication Fees will no any longer be available. The Committee feels this fee can be set higher because there is minimal land available.

**Motion was made by Committee Member Lee, seconded by Chairperson DeVine to recommend to council changing the verbiage in the 2003 Fee Schedule and Ordinance #8 to reflect the suggested changes made by the committee as noted on the attached copy and to increase the 2003 Park Dedication Fees from \$2,000 to \$3,000 per dwelling or 10% of the market value, whichever is greater.**

#### **5. Tracie McBride Memorial Park Repair**

At the November 6, 2002 committee meeting a motion was made to recommend council direct staff to contact the Earl F. Anderson Company accepting their bid of \$4,076.10 to replace the existing timbers at Tracie McBride Park with the recycled material as listed in the estimate given, with funds taken from the maintenance budget. This motion was not presented to council, however, as Mr. Paul Palzer had questions with the proposal and sent the committee members the following memo:

*I have received a copy of the report submitted to the Park and Recreation Committee by Suzanne Seeley on replacement of the larger playground area border. Her research was thorough and I concur with the use of recycled products.*

*I took the opportunity to inspect the borders at McBride Park and concluded that about ten timbers have some rot to them and create a safety issue. I'm confused over the intent of the Committee's recommendation. Is it their intent to upgrade the playground perimeter or to replace the rotted timbers. If the structure is to receive a new border, the Committee should consider bringing the base material up to code, similar to the City's other parks and also make this area ADA accessible. This would involve removing the sand base, replace it with wood chips and repave the trail to meet ADA standards. If replacement is the concern, I would recommend just replacing the rotted timbers at a cost of several hundred dollars and apply the balance of funds to future upgrades at this park.*

*With the onset of winter, revisiting this item should not be an issue. Please advise how to proceed.*

Mr. Palzer reported the park is not handicapped accessible, as the chipped wood and ramps are not ADA. To replace the rotting timbers it could be done with green treated for about \$700. The committee needs to decide if it wants to replace all the timbers and meet ADA requirements. This item was tabled until spring 2003.

Council Member Broussard-Vickers suggested having Mr. Palzer develop a park maintenance priority schedule based on his budget. This would give Public Works and Parks & Recreation a list of every thing that needs repair and/or maintenance and a way to help prioritize what needs repair. These items would be funded out of the maintenance area of the budget. Council Member Broussard-Vickers requested Mr. Palzer look at this project through the first quarter of 2003, documenting what he sees as priority. Ms. Stephan will pass this information on to the City Administrator and Mr. Palzer.

## **VII. UPDATES**

### **1. Acorn Creek Park Trail Repair (Lee)**

Committee Member Lee talked to Tom Peterson, City Engineer and a representative at Rice Creek Watershed concerning the Acorn Creek Trail repair and was told by both that the water problem is resolved. Neither Mr. Peterson, nor the Rice Creek Watershed could say specifically what was done to resolve the issue. Committee Member Lee suspects the trail will wash out again as no one can really say what was done differently. The skimmer is working perfectly, but it is washing out around the culvert. Committee Member Lee stated that the Developer's Agreement has a responsibility release date and suspected that it would be due this spring. Committee Member Peterson reports that both slabs of the sidewalk are still cracked. Ms. Stephan will pass this information on to Ms. Moore-Sykes.

### **2. Pheasant Marsh/Hunters Crossing Trail Signs (LeBlanc)**

Neither Committee Member LeBlanc nor Ms. Stephan was able to get a response from Anoka County on the issue with the trail signs. Ms. Stephan will pass this information on the City Administrator.

### **3. Requests for Charitable Gambling Funds (Peterson)**

Dead Broke Saddle Club and the Spring Lake Park Lions have not responded to the Parks & Recreation Committee's request for charitable gambling funds. The representative from Dead Broke Saddle Club, Mr. Mark Larson, reported to the City Administrator, Ms. Moore-Sykes that a decision was made at their last meeting and that information would be forwarded in a letter. There has not been a letter received at this time. Ms. Stephan will contact Mr. Larson again. Council Member Broussard-Vickers would like this issue put on the January City Council Agenda for discussion as there have been numerous complaints about Dead Broke Saddle Club not responding to phone calls or written requests.

### **4. Laurie LaMotte Hockey Nets (Peterson)**

Committee Member Peterson was able to locate the nets required for the Laurie LaMotte Ice Rink. The cost was \$704.00 plus shipping and handling. The Centennial Hockey Association has agreed to pay \$600.00 towards this purchase

### **5. Ice Rink Attendants (Peterson)**

Committee Member Peterson reported that five (5) Rink Attendants have been hired and an orientation has been scheduled. Council Member Broussard-Vickers asked Committee Member Peterson to check with the City Administrator as far as how many hours per week the attendants can work and still remain seasonal. If the amount of hours is exceeded they would then become part-time employees and be eligible for benefits. The cost of benefits is too high, so the number of hours cannot exceed the maximum.

## **6. Trail Map/New Resident Packet**

The funds were approved by City Council to proceed with this project.

## **7. Royal Meadows Public Input Hearing**

Committee Member Walter drafted a letter to potentially be sent to the residents near Royal Meadows Park informing them of the possibility of moving the play structure from the park, adding an additional basketball hoop and the reasons for considering this move. Some residents have already expressed concern, recognizing there are problems in the park, but at the same time would not like to see the equipment moved as there are small children who use the play structure. The goal was to send a letter to residents in January notifying them of the public input hearing and holding the hearing in February. There are some changes to be made to the letter. This item was tabled and put back on the agenda for January.

## **8. City of Centerville Comprehensive Plan (LeBlanc)**

Committee Member LeBlanc attended the December 9, 2003 City Council meeting and suggested the Comprehensive Plan be updated. Council Member Broussard-Vickers said the Comprehensive Plan was only 5 years old, developed in 1997 and took over 2 years to complete. Updating the Comprehensive Plan costs money and the trail plan can be amended without changing the Comprehensive Plan. Committee Member LeBlanc suggested the changes be made with the upcoming amendments that will be necessary when Hunters Crossing 2<sup>nd</sup> Addition is added. Changes should have gone in with the Pheasant Marsh updates and Committee Member LeBlanc feels these changes to the trail plan are being overlooked. Council Member Broussard-Vickers said that the Met Council originally required a Comprehensive Plan for MUSA, but now the Met Council has completely abandoned it because they have determined all of Centerville could be in MUCA at this time. MUSA controls density and sewer. The Comprehensive Plan is not a legal document with the exception of MUSA.

**Motion was made by Committee Member Peterson, seconded by Committee Member Lee, to adjourn the December 4, 2002 Parks and Recreation Meeting at 9:10 p.m. All in Favor: Motion carried unanimously.**

Transcribed by Kim Stephan