

**Park Board Meeting - December 2, 2002  
Minutes**

The December 2, 2002 City of Lino Lakes Park Board meeting was called to order at 6:30pm, by Chair Lindy.

Roll call was taken, members present were Paul Montain, Pam Taschuk, Katie Boyle, Michael O'Connor, Pat Huelman and George Lindy. Members absent was Bill Kusterman.

Also present was Rick DeGardner, Public Services Director.

**APPROVAL OF NOVEMBER 4, 2002 MINUTES:**

Pam Taschuk made a motion, seconded by Michael O'Connor, to approve the November 4, 2002 minutes. The minutes were approved with Paul Montain abstaining.

**SETTING THE AGENDA:**

The Agenda was passed as presented.

**OPEN MIKE:**

No one was present for open mike.

**REVIEW REVISED PRELIMINARY PLAT OF CENTURY FARM NORTH 1-7  
ADDITIONS:**

Rick advised on November 26, 2002, staff received an amended preliminary site plan for the Century Farm North 1-7<sup>th</sup> Additions. The revised plan shows a significant amount of medium density housing. The proposed park area and trails have also been changed. Rick referred to the following attachments that were included in the packets:

- 11 x 17 colored Preliminary Parks/Open Space Plan
- Narrative for Century Farm North received November 22, 2002
- July 30, 2002, memo to Park Board
- August 6, 2002 memo to City Planner

The Preliminary Park Plan indicates a significant portion of wetland will be filled and be considered as useable parkland. The developer has agreed to grade the park area as indicated in the Preliminary Grading Plan. It will be imperative that the City is assured the end product will provide land suitable for development (turf, playground equipment, gazebo, etc.). It would also be helpful to know what the groundwater elevations for the park area are estimated to be after full development of Century Farm North.

Rick advised Mr. John Johnson from Metro Land Surveying and Engineering is present to review the revised plan and answer questions.

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Mr. Johnson came forward and advised the biggest change to the plat is the density. The Comprehensive Plan that was approved by the City this summer modified the density on 75% of the land within the plat. He referred to a drawing of the plat noting the park area has increased, there are tree preservation areas, a continued trail system on the north side of the roadway and sidewalk/trails along several roadways.

Mr. Johnson stated the plat calls for two miles of public trails and a half mile of trail that will connect the townhomes to the trail system. The landscaping has been substantially enhanced with the revised plan. There is 22.5 acres of public park area and seven acres of contiguous park land with five acres of privately owned open space. The ground water elevations range from 892 - 895 feet. Most of the park area is above 898 feet. Specific park amenities have not yet been discussed with staff. Some of the lots already have some of the park dedication satisfied. The park dedications that have been satisfied will be firmed up with City staff. The plan also shows a six foot concrete sidewalk along the collector roadway. He added the park land would be dedicated in two phases.

Chair Lindy asked if Outlot C is the proposed park land and if it is currently wetland.

Mr. Johnson stated Outlot C is the proposed park land and it is currently wetland. That wetland will not exist after the pond is built.

Chair Lindy asked what is on the plan from the power line south.

Mr. Johnson stated what is indicated on the plan is a trail. That line was used to arbitrarily separate the north and south portions of the property.

Chair Lindy asked if there is something on the power easement and what is the significance of the power line easement.

Mr. Johnson stated the power company has an overhead power line with substantial poles on it. The easement is 90 feet wide and the power line is not centered within the easement. The easement does restrict building but not open areas. There are five poles across the easement but where they are positioned will not cause any additional problems.

Chair Lindy asked for the dimensions of the effective park land.

Mr. Johnson referred to the map and indicated the effective park land is in excess of 4.5 acres.

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Rick stated the City almost has to include the 1.5 additional acres that will also be park land when the property to the west is developed. He stated that a few months ago the biggest hesitation with the plan was the wetland area. The revised plan indicates the wetland will be filled and graded so the land will be useable.

Mr. Johnson stated he does have documentation from the Rice Creek Watershed District indicating the wetland will be filled.

Chair Lindy asked if the available park land would serve the needs for a flat non-specific field if the land is useable. Rick advised that would be enough area for a non-specific field. He compared the area to Clearwater Creek Park that is 5.5 acres. With the 4.5 acres and the additional 1 ½ acres there will be enough room for fields. There are design issues due to the power easement but it should not be a problem. Rick advised he is comfortable with the revised plan.

Paul asked for an estimate on how many total units the park land will serve and for how long.

Mr. Johnson stated the project will be built in six phases over 5-6 years. There will be another 600 units but that is out past 2010.

Paul stated the 7.5 acres of park will serve 250 units. He asked how many units that same park land will serve in the future.

Mr. Johnson stated the park will not serve any additional units. He noted the City's Comprehensive Park Plan does not indicate another park in the area.

Paul inquired about the private open space.

Mr. Johnson stated the open space around the townhomes is for the residents and will have landscaping, grass and trails.

Paul inquired about the vegetative cover of the wetland.

Mr. Johnson stated the vegetative cover is mixed including cattails, canary grass and a lot of brush or dogwood. The wetland is 8-9 acres and is part of the public open space.

Paul inquired about Outlot B and if that is also wetland.

Mr. Johnson stated Outlot B is wetland but it has more trees and willow in it. It is much more wooded and less open.

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Rick asked Mr. Johnson to point out the sidewalk/trails along the roadways.

Mr. Johnson referred to a map and pointed out the trails. Both of the trails start at Sunset with one ending at the ditch and one going to the cul-de-sac. The plan also calls for a six foot concrete sidewalk.

Rick stated the Park Board needs to determine if the trail extension should go all the way to the east.

Mr. Johnson stated the Planning and Zoning Board indicated they do want a trail connection to Carl Street. The neighbors are still opposed to the trail connection.

Rick stated there was a trail corridor in the 5<sup>th</sup> Addition. In order to connect that trail it would have to cross the safety zone in the air park. The air park will not allow that to cross so that portion of the trail has been eliminated from the plan.

Paul asked if the developer will be installing the trail from north Outlot A to Outlot C.

Mr. Johnson advised the developer will be grading and installing class 5 on that trail. The City can pave it when funds become available.

Rick stated he believes that trail will not be in that location and it should not be graded.

Pat inquired about the logic for the piece of public trail between two private areas.

Mr. Johnson advised the purpose is for it to hopefully be an easement for public use. The plan shows it as open space.

Pam inquired about the possibility of the private owner adjacent to Outlot C developing that property.

Mr. Gary Uhde, developer, stated he has discussed the possibility of developing that parcel. The landowner has expressed interest in development but is in no hurry. The landowner is also aware that the land may go to park use when it is developed.

Chair Lindy asked who will be installing the concrete sidewalk.

Mr. Johnson advised the installation of the concrete sidewalk has not yet been discussed.

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Mr. Uhde stated it is premature to discuss that issue. The main reason for the concrete trail is to eliminate damage to the trail and to avoid problems with the homeowners. There will be additional costs for the trail and that will be discussed with City staff.

Rick stated the park dedication for this project and other details of the plan will be discussed further with City staff and the developer. He added he is supportive of the concrete sidewalk.

Mr. Johnson stated there were conditions the Park Board listed when the plat was previously reviewed. Those conditions and issues are still valid. Mr. Uhde wants to know if the Park Board is comfortable with the revised plan.

Chair Lindy stated there is no way to achieve more buildable park land on this site. If staff is comfortable the City will have to work with what is laid out.

Rick stated that if the Park Board is comfortable with the plan staff will work on the details. An update will be given at the January Park Board meeting.

Paul inquired about Outlot F.

Mr. Johnson stated the developer is reserving three outlots that will be used to integrate with adjoining parcels when they develop.

Paul stated he is concerned about tying other homes into the park land and easy access to the park for those homes. He stated he hopes all units have easy access to the useable park land.

Mr. Johnson noted a concept plan has been provided for those other areas to the Planning and Zoning Board.

It was the consensus of the Park Board to support the revised plan with the assumption that the details will be worked out between the developer and City staff.

**REVIEW PHEASANT HILLS TRAIL PROPOSAL:**

Rick advised City staff has attempted the past several years to provide a trail connection in the northeastern portion of the Pheasant Hills Development (identified in the Comprehensive Park Plan and Development Guide as Trail No. 43). This trail would provide an additional connection to the Regional Park Reserve Trail System. This trail would complement the trail recently completed off of Timberwolf Trail and provide a nice trail loop for residents in the Pheasant Hills Development.

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Past attempts to make this trail connection a reality has not been successful.

Last month, staff was approached by members of the Pheasant Hills Preserve Homeowners Association regarding providing a path in the northeastern area of Pheasant Hills. This trail is located in Outlot C of the Pheasant Hills 6<sup>th</sup> Addition. Rick referred to a map indicating the location of the proposed trail. The approximately 700 feet long trail has recently been constructed with base material to raise it to the proper elevation. Also, two culverts to provide drainage have been installed. Four inches of aggregate and two inches of bituminous still needs to be installed to complete the trail.

Subsequent discussions have lead to the following recommendations for the Park Board to consider:

The Pheasant Hills Homeowners Association will provide the following:

1. A commitment to remove trees damaged by the path construction and removal of any fill material that has strayed from the construction area. (DONE)
2. A letter from the Rice Creek Watershed District indicating their approval of the construction recently done. (DONE)
3. A signed quit-claim deed from Mr. Vaughan providing a 20' wide trail easement where the existing trail is located.

The City of Lino Lakes will be responsible for the following:

1. Reimburse Mr. Vaughan \$750 for the installation of the culverts.
2. Pay for the aggregate that will be installed by Mr. Vaughan.
3. Commit to asphalt the trail when funds become available.
4. Continue this trail to connect with the existing Regional Park Reserve Trail System when funds become available.

The estimated cost to complete the trail project, including material cost for the aggregate, installation of the bituminous, and extending the trail to the Regional Park Reserve Trail System is \$35,000.

Rick recommended the Park Board approve this important trail project.

Chair Lindy inquired about number 4 of the City's responsibilities asking about the continuation of the trail.

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Rick referred to a map indicating the trail does end about 1,500 feet before the Regional Park Reserve Trail System. The cost of \$35,000 would be to complete the entire trail. The Homeowner's Association does want some assurance that the City will keep the completion of the trail in mind when funds become available.

Chair Lindy stated the completion of the trail should be discussed at the Goal Setting meeting in January.

Paul Montain made a motion, seconded by Pam Taschuk, to proceed with the Pheasant Hills Trail proposal, as presented. Motion carried unanimously.

**REVIEW PROPOSED SITE AGREEMENT WITH CENTENNIAL SCHOOL DISTRICT:**

Rick advised on November 26, 2002, City staff met with Dr. Christiansen and Ms. Wyland to discuss the proposed site agreement draft dated 11-26-02.

In summary, the City of Lino Lakes will be responsible to maintain the outdoor recreation facilities at the Centennial Middle School, Rice Lake Elementary School, and Blue Heron Elementary School. In return the Parks and Recreation Department will be given first priority use of Middle School Gym 1 from 5:30-10 p.m. on Monday, Wednesday, and Friday; and Rice Lake Gyms B/C on Tuesday and Thursday from 6-10 p.m. The additional scheduling of the facilities will be governed by the District's Community Use of Facilities Policy No. 2060. Rick noted a copy of that policy was included in the packets.

As indicated in the September 25, 2002, memo to Ms. Linda Waite-Smith, the City has experienced a lot of frustration with the School District over the past several months. Rick stated that in order to provide the best possible programs and services for the residents of Lino Lakes, he is generally comfortable with the proposed site agreement with a few necessary corrections, which have been communicated to the School District.

Rick asked for comments from the Park Board regarding the draft agreement noting he intends to present the draft to the City Council for consideration at the December 16 City Council meeting.

Pam asked if there are any provisions in the draft agreement regarding canceling the use of gym space at the last minute. Rick advised that is covered in the draft agreement. A deadline will be established to coincide with preparation of the activities brochure. He added there will be additional field space at Blue Heron once the soccer field and softball field have been constructed.

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**RECREATION DEPARTMENT UPDATE:**

Rick referred to the Program Highlights Flyer from November 2002. He noted thirty-nine youth attended the Cosmic Bowling and Tropics trip on November 8. The next set of trips will be over winter break.

The Five-Player Basketball season will begin December 4. Nine teams are in the league this season.

The Family Turkey Shoot has 167 adult/child teams participate and 81 volunteers helped with the year's event, which was held on Saturday, November 16, 2002 at Centennial Middle School - the highest turnout to date.

The Breakfast with Santa event reached an all time high of 221 participants on November 5, at which time the City officially closed registration. The event will take place on Saturday, December 14, at St. Joseph's Church banquet hall.

The outdoor skating rink season is schedule to begin December 14, weather permitting. The winter activities guide was delivered to homes last week.

**PARKS DEPARTMENT UPDATE:**

Rick reviewed a memo from Mike Hoffman, Parks Supervisor, which summarizes the maintenance highlights for November 2002. Rick noted maintenance activities have included leveling all hockey and pleasure rinks, board repair to hockey rinks, inventory and winterizing wood duck houses. Other activities included over seeding athletic fields, assisting with prairie burns, removal of pumping equipment and buckthorn removal in South Reshanau Lake Estates Park area.

Rick added in late October the City was visited by an Ag Chemical Investigator from the Department of Agriculture. She conducted an inspection of the facility to see if the City is compliant with current regulations. Overall, she said the City does a good job with its pesticide program. There are a few areas that will be addressed and completed by mid December.

**PROJECT UPDATES:**

**Clearwater Creek Park** - Rick indicated the weather cooperated enough to allow a netavator to be used to till the peat with a couple inches of subsurface clay. The remaining earthwork will need to be done next spring.

**Highland Meadows Park** - Rick advised the development of Highland Meadows Park has progressed pretty well. Staff has issues with the quality of the asphalt trails. Staff met with the general contractor and subcontractor to express those concerns. It was



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agreed that several areas will be redone next spring. Staff is very disappointed with the quality of the bituminous work and will be hesitant on using this particular subcontractor on any future work.

All landscaping except the landscape bed adjacent to the playground area and the Oak Trees have been installed. The irrigation system has also been installed.

Bid openings for the playground equipment proposals will be on December 2, 2002. The Park Board is welcome to review the proposal after the December 2 Park Board meeting the playground equipment proposals will be on display for residents the week of December 9.

**Timberwolf Trail** - Rick advised this trail segment has been completed. There is still some restoration and cleanup work, which will be done next spring. This trail turned out very well and will generate a lot of use.

**Birch Park Trail** - Rick advised this trail is nearing completion. The timber staircase has been completed as well as the pier shafts have been installed. The remaining deck work should be completed by mid December. Park Maintenance staff will install the plant material for the timber staircase next spring.

Michael inquired about the Skate Board park. Rick stated the use at the Skate Board Park is down from previous years and there has been some vandalism. Other than that the park has done well. The Park Board may evaluate the park at some point in the future to determine whether or not it should stay open.

Rick noted the equipment at Woods of Baldwin Lake Park has been replaced.

Katie asked if repairs will be made at Highland Meadows Park or if the City has to live with the poor bituminous work. Rick stated staff and the contractor came to a consensus on what made sense to replace.

Pat inquired about the status of the Comprehensive Parks Plan. Rick stated staff was waiting for environmental information to include in the plan. It now makes sense to put all of the information together and possibly revise the Comprehensive Parks Plan.

**NEXT PARK BOARD MEETING:**

Rick advised the next Park Board meeting would be held on Monday, January 6, 2003, 6:30pm.

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**ADJOURN:**

Paul Montain made a motion to adjourn, seconded by Pam Taschuk.  
The meeting was adjourned at 8:05pm.

Respectfully Submitted,

Kim Points  
Recording Secretary

Minutes were approved at the February 2, 2003 Park Board Meeting.