



*Our Mission is to Provide Quality Public  
Services in a Fiscally Responsible Manner  
While Preserving the City's Open Space  
Character*

## **NOTICE OF MEETING**

**City of Lake Elmo Park Commission  
3800 Laverne Avenue North  
June 20, 2016 6:30 PM**

### **AGENDA**

1. Call to Order
2. Approve Agenda
3. Approve Minutes
  - a) May 16, 2016
  - b) June 8, 2016
4. Reid Park –Presentation from MORK (Tentative)
5. Sunfish Lake Park Nature Day Recap
6. Former Washington County Landfill Site
7. Hammes Park
8. Legends Preliminary Plat
9. Meijer Concept PUD
10. Hidden Meadows Park Plan
11. Lions RFQ Update
12. CIP Update
13. Collaboration with West Lakeland on Oakland Jr High Park
14. July Meeting Agenda
15. Staff Reports & Commission Update
16. Adjourn

*\*\*\*Note: The Public is advised that there may be a quorum of City Council Members in attendance as observers. No official action can or will be taken by the City Council at this meeting.*

*\*\*\*Note: Every effort will be made to accommodate person or persons that need special considerations to attend this meeting due to a health condition or disability. Please contact the Lake Elmo City Clerk if you are in need of special accommodations.*

*\*\*\*Note: This meeting will be video recorded, but not broadcasted, for record-keeping purposes.*



# **MINUTES**

## **City of Lake Elmo Park Commission May 16, 2016**

**Members Present:** Chair Weis, Commissioners Frick, Hartley, Nelson, Steele, Zeno, Ames, and Silvernale

**Others Present:** Mayor Pearson, City Administrator Kristina Handt, City Planner Emily Becker, Planning Commissioner Larson, Jamie Colemer, Public Works and Clark Schroeder, Developer Representative

**The meeting was called to order by Chair Weis at 6:32 PM.**

### **Approval of Agenda**

Agenda approved as presented.

### **Approval of Minutes**

**Commissioner Frick, seconded by Commissioner Hartley, moved to approve the April 2016 minutes as amended. Motion passed 8- 0.**

### **Sunfish Park Nature Day**

Commissioner Frick presented a Nature Trail Map with different stations marked on the trail, she also presented fun items that are going to be given out to the children, which includes a variety of fun animal flashcards, stickers, seeds, pins, and instructions on how to build a bluebird house.

Beautiful signs were posted by the city and people were taking pictures of them to pass the information on. Event will take place May 21<sup>st</sup> from 10am to Noon.

### **Tablyn Park Upgrades**

Conversation was held concerning cost for future skating rink and gravel driveway, as well as the maintenance required, such as a zamboni. Discussions encompassed renting a warming house prior to investing in one, a paved switchback trail, the possibility of mountain bike trails, and the future consideration of plans to ensure trails serve as conduit to connect different parts of the city.



### **Reid Park Upgrades**

A plan was proposed for a stub and to lower the berm. A consensus was reached to lower the berm.

Chair Weis requested advertisement for public opinion on trail connectivity.

### **Oakland Shared Park**

Lake Elmo is paying \$64,000 for renovation of tennis courts out of Park Dedication Funds. The County is starting to build trails in that area and would like to use this property as a staging area. People will come here to access the trails, so the County offered to make some improvements which include a parking lot and is willing to cover all of the expense. **Site improvements and parking lot was motioned as all in favor 8-0.**

### **Tapestry HOA Trails**

HOA trails being made public and cared for by the city was the topic of discussion.

If city maintains trails it needs to be made clear to the HOA that the trails would be public. Taking over trails should have a purpose such as it produces connectivity. A detail that would also have to be considered is how much staff would need to be hired in order to maintain all these trails.

### **CIP**

Details of putting together a Capital Improvement Plan for the Parks Committee to use as a financial tool to plan for 2017-2021 was the subject matter. Discussion of prioritizing projects of \$25,000 or more to be included in the CIP, so it could be brought forth to Council. Projects ideas included Sunfish Park Nature Center, Lake Elmo Regional Trail, Easton Village Playground equipment, adding a field and bathroom to Demontreville Park, and the Tablyn Park Upgrades. Consensus was made to conduct a special meeting just for the development of the plan.

### **Tartan Park Ball Fields**

No official plans from Tartan Park Developers has been submitted to the city. To put on the record how important are the ball fields to the city, a vote was taken **6 to 2 in favor** of keeping the ball fields.

### **June Meeting Agenda**

Reid Park

Contact Mork Members to see if they could present on designing Mountain Bike Trails.



**Staff Reports**

RFP going to Council

Cell Tower will not be on park property.

**Meeting adjourned at 8:23 p.m.**

**Respectfully Submitted,**

**Patti Stucke**

**Administrative Assistant**



# MINUTES

## City of Lake Elmo Park Commission 2017-2021 CIP Special Meeting June 8, 2016

**Members Present:** Chair Weis, Commissioners Frick, Zeno, Ames, Nelson, Steele

**Members Absent:** Neuenfeldt, Hartley, Silvernale

**Others Present:** Mayor Pearson, City Administrator Handt, City Planner Becker, Resident Paul Miller

**The meeting was called to order by Chair Weis at 6:30 PM.**

### **2017-2021 Capital Improvement Plan**

Administrator Handt explained that the Parks Commission was to make recommendations for the Parks' 2017-2021 Capital Improvement Plan. She explained that a list of very rough cost estimates for eight possible Parks and Recreation CIP projects was provided in the packet based off of direction that was provided to Staff from the last Parks Commission meeting held May 16, 2016. The Commission was to assign what projects they would like seen on the 2017-2021 CIP, which years those projects should be accomplished, and the projects' priority rankings. The Park Dedication Fund at this time was expected to have a balance of \$770,000 by year end (\$640,000 if the proposed Tablyn Park Project is approved and completed in 2016), with only about \$107,000 still expected to be collected from an upcoming development project.

Commissioner Ames wanted clarification on how the CIP was going to be communicated to Council. Administrator Handt explained that the proposed CIP, after approved by the Parks Commission, would first go to Finance Committee and then to Council for final approval. It was clarified that Finance Committee does have the power to make recommendations against the CIP as approved by the Parks Commission, and there was concern how the Finance Committee would communicate logic behind any projects they rejected and if the Parks Commission-recommended CIP would be communicated to Council along with the Finance Committee's recommendations. Mayor Pearson clarified that the goal was that Council understood both the Parks Commission's and Finance Committee's recommendations. Administrator Handt added that a desired project not approved for a specific year will remain on the CIP as pending in order to keep track of it. It was also discussed that if changes to the CIP were desired, a public hearing was required.

### **Demontreville Park Improvements**

Mr. Paul Miller, a resident of 50<sup>th</sup> Street in Lake Elmo and active member with Mahtomedi Baseball Association, was at the meeting to discuss desired improvements to Demontreville Park. He requested that the field be re-graded, adding lime to prevent weeds and backstops to



the field. A partnership was suggested between the City and a school district to help cover initial costs and maintenance.

Motion by Weis, seconded by Steele to recommend approval of PR-003 as amended. The Parks Commission voted and recommended that \$75,000 of the Parks and Recreation fund be dedicated toward an upgrade of the current baseball field to include backstops, grading, adding lime and appropriate fencing and toward a second ballfield in 2017 and that \$35,000 be dedicated toward a new pavilion in 2018. They ranked the priority of this project as 2 (Very Important). Motion passed.

#### Manning Trail Updates

Handt explained that a new Manning Trail will be installed along Manning Trail near Oak Land Junior High in conjunction with the new roadway as part of the city/county's efforts to connect trails. There was discussion about what formula was utilized to determine our share of the costs; further information was needed.

The Parks Commission voted and recommended that \$13,200 of the Parks and Recreation fund be dedicated toward Manning Trail Updates in 2017. The priority ranking of this project was determined to be 2 (Very Important).

#### 50<sup>th</sup> Street Trail

This project was on a previous Parks and Recreation CIP, but there was thought that there was not enough right-of-way in the proposed area of the trail. Motion by Steele, seconded by Nelson to recommend removal of this project from the 2017-2021 CIP. The Parks Commission removed this item from the CIP, waiting on further information. Motion passed.

#### Lions Park Renovations

Commissioner Zeno wanted to be sure that the tennis and volleyball court and play center be replaced elsewhere in the City if or when they are taken down. Commissioner Ames asked that demolition of the arts center not come out of the Parks Budget and that there be a marker for the 45<sup>th</sup> parallel.

Motion by Ames, seconded by Steele to recommend approval of PR-004 with the addition of a marker of the 45<sup>th</sup> parallel. The Parks Commission voted and recommended that \$150,000 of the Parks and Recreation Fund be dedicated towards Lions Park improvements included on the upcoming RFP. This project was determined to be ranked as 1 (Critical). Motion passed.

#### Pebble Park Improvement



Phase 1 of this park's improvements were completed in 2016. Phase 2 improvements would include paving the parking area, adding a bathroom (specifics to be determined), and a volleyball court.

Motion by Steele, seconded by Ames to recommend the approval of PR-005 as amended. The Parks Commission voted and recommended that \$55,738 of the Parks and Recreation Fund be dedicated toward a two-court volleyball court and paved parking area in 2017 and that \$80,000 of the Fund be dedicated toward restrooms and lighting/security features in 2018. The ranking of this project was assigned a priority ranking of 3 (Important). Motion passed.

#### Reid Park Improvements

Desired improvements to Reid Park included a mountain biking trail, restrooms, tot lot, demolition of the basketball court, outdoor gym stations, bleacher seats, and extending the fence.

Motion by Weis, seconded by Nelson to recommend approval of PR-006 as amended. The Parks Commission voted and recommended that \$50,000 to construct mountain biking trails be procured from grants in 2018 and that \$134,250 be dedicated from the Parks Fund for other above-described improvements in 2019. A priority ranking of 3 (Important) was assigned to this project. Motion passed.

#### Sunfish Lake Park

It was determined that the park was in need of benches, a parking lot area near the Fire Station on Jamaca Avenue or at least delineation of a permitted parking area, paving of the main parking lot, and ADA standard trails in Area 2.

Motion by Weis, seconded by Steele to recommend approval of PR-007 as amended. The Parks Commission voted and recommended that \$2000 be procured in donations for the desired benches and that \$28,136 be dedicated from the Parks Fund in 2017 and that \$148,873 be dedicated from the Parks Fund in 2019 for the additionally desired improvements. The project was determined to be ranked 3 (Important). Motion passed.

#### Lake Elmo Regional Trail

There are two phases to this regional east-west trail project, the first phase connects it to the existing Oakdale trail at Stillwater Blvd, travels through Tablyn Park to Lake Elmo Park Reserve, passes through LEPR and provides an exit point to Sunfish Lake Park, and continues down to Highway 5; the second phase connects Lake Elmo to Stillwater Senior High.

Motion by Steele, seconded by Ames to recommend PR-009. The Parks Commission voted and recommended that in 2020, \$620,487 from grants and donations be put toward this project and \$206,829 be dedicated from the Parks and Recreation Fund; in 2021, \$574,000 from grants



and donations and \$191,400 from the Park Fund are to go towards this project. A ranking of 3 (Important) was assigned to this project. Motion passed.

Motion by Steele, seconded by Ames to recommend \$25,000 for a pickleball court at a park. Motion passed.

Motion by Steele, seconded by Frick to recommend the Parks 2017-2021 CIP as amended. Motion passed.

**Meeting adjourned at 9:27 p.m.**

**Respectfully Submitted,**

**Emily Becker, City Planner**





## PARKS COMMISSION COMMUNICATION

DATE: 6/20/16

ITEM #: 6

**AGENDA ITEM:** Former Washington County Landfill Site

**SUBMITTED BY:** Emily Becker, City Planner

**REVIEWED BY:** Kristina Handt, City Administrator  
Stephen Wensman, Planning Director

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### **BACKGROUND:**

The Minnesota Pollution Control Agency (MPCA) has contacted Planning Director Wensman in regards to the Washington County Landfill site. According to the MPCA, local government is required to develop a land use plan for the landfill that is consistent with that of the MPCA. This work has not begun, but Staff would like clarification from the Parks Commission as to its interest in the landfill site and potential land uses.

Staff is aware of several suggested uses in the past including a dog park and a solar garden. The request for a dog park was last discussed and recorded in City Council meeting minutes on October 6, 2015.

Sunshare recently called Planning Director Wensman asking about the site and trying to determine any zoning regulations that pertain to solar gardens or equipment. Solar energy systems and solar structures are permitted accessory uses in all districts, provided the system is in compliance with minimum lot requirements and setbacks. Therefore, it would be a permitted accessory use in the landfill site to a park.

### **ISSUE BEFORE COMMISSION:**

The Commission should revisit the vision for the former Washington County Landfill Site and provide Staff direction in how to proceed with planning for future land use.

### **PROPOSAL DETAILS/ANALYSIS:**

The MPCA took over responsibility of the Landfill in 1995 when a Cleanup Agreement (LCA) and a Notice of Compliance was issued. The MPCA is required by Minnesota Statute to develop a land use plan for the Landfill Management Area (LMA) with which the City must be consistent.

Declarations of Restrictions and Covenants were signed by the City and Washington and Ramsey Counties and recorded by Washington County to restrict certain uses in this area including constructing, excavating or placing any structure, material or personal property, equipment, or other items on most of the area without written approval from the Commissioner of the MPCA (areas outlined in attached map), and installing any drinking water wells on the parcel without prior written approval of the Commissioner of the MPCA and the Minnesota Department of Health (MDH). The uses that are acceptable on either the entire area or portions thereof include closed landfill management; civic; parks and open space; and solar energy farm.



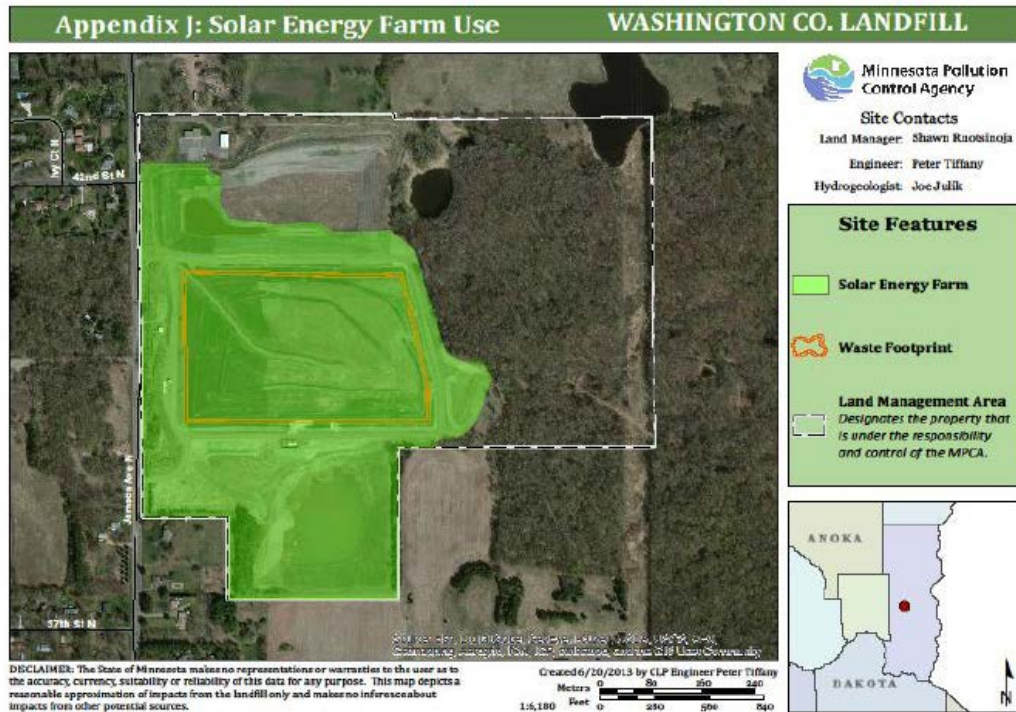
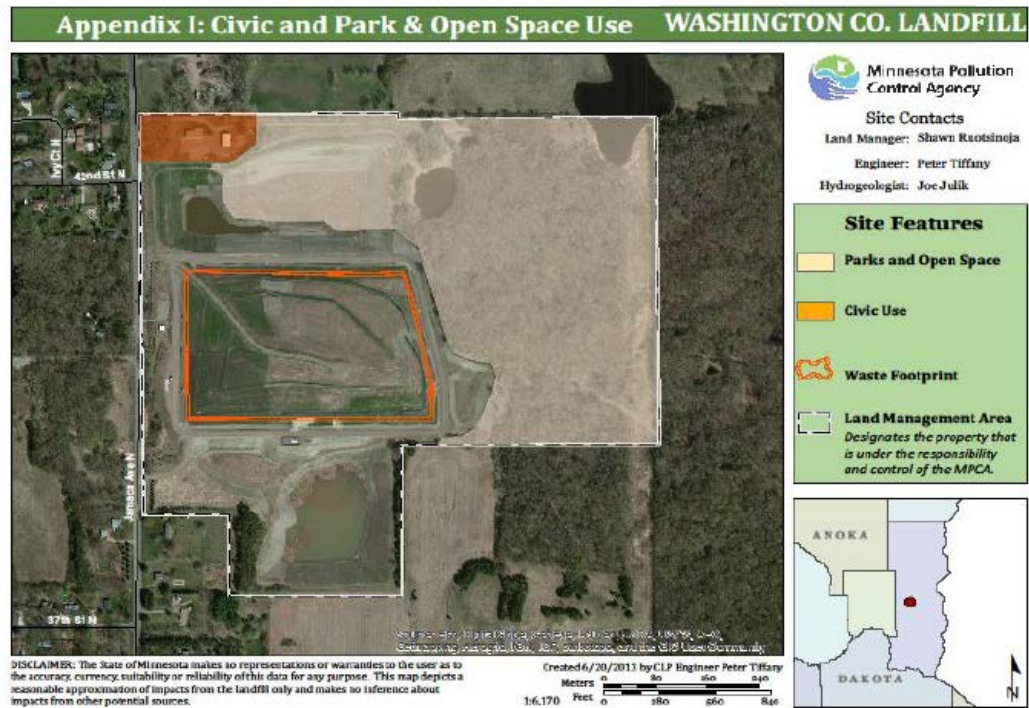
The MPCA believes that most of the uses within the current zoning for the LMA are not compatible with the MPCA's future responsibilities for the site as well as the risks associated with the Landfill so recommends that the City adopt a new zoning district and ordinance for the LMA. They recommend that Closed Landfill Management, Civic, and Parks and Open Space uses as permitted uses for portions of the LMA while Solar Energy Farm be considered a conditional use.

**ATTACHMENTS:**

- Maps showing areas of land acceptable for the uses of civic; parks and open space; and solar energy farm in the Washington County Landfill Land Management Area.



► Replace with





**From:** [Stephen Wensman](#)  
**To:** [Emily Becker](#)  
**Subject:** FW: MPCA Land Use Plan for the Washington Co. Landfill  
**Date:** Monday, June 06, 2016 2:00:59 PM  
**Attachments:** [Washington County CLUP Report Final.pdf](#)

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Stephen Wensman  
Planning Director  
City of Lake Elmo  
651-747-3911

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**From:** Ruotsinoja, Shawn (MPCA) [mailto:[shawn.ruotsinoja@state.mn.us](mailto:shawn.ruotsinoja@state.mn.us)]  
**Sent:** Monday, November 23, 2015 2:04 PM  
**To:** Stephen Wensman <[SWensman@lakeelmo.org](mailto:SWensman@lakeelmo.org)>  
**Subject:** MPCA Land Use Plan for the Washington Co. Landfill

Mr. Wensman,

The Minnesota Pollution Control Agency (MPCA) is required to develop a Land Use Plan for each of the closed landfills in the Closed Landfill Program. The Washington County Landfill is one of these. All local governments that are responsible for local land use planning are required to make their land use plans for the landfill properties consistent with those of the MPCA. I worked with the previous Planner on this and the City seemed to be on board with our recommendation for a change in zoning at the landfill (see attached report). However, it doesn't appear, at least to my knowledge, that this was ever accomplished.

So, I'm just following up to see if the City may have made some progress that I'm not aware of. Or, if no action was ever taken by the City, then I'd like to make you aware of the statutory requirement and to reach out to the City again to see if some progress can be made.

I understand that this is likely all new to you. So, if you'd like to discuss this in more detail, I'd be happy to help out. I'd be glad to meet with you at your offices if that would work best for you. Please let me know. Thanks in advance.

*Shawn Ruotsinoja*  
Land Manager  
Closed Landfill Program  
Minnesota Pollution Control Agency  
651-757-2683

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**From:** Ruotsinoja, Shawn (MPCA)  
**Sent:** Tuesday, September 17, 2013 8:12 AM



**To:** [kklatt@lakeelmo.org](mailto:kklatt@lakeelmo.org)

**Subject:** Final Draft of CLUP Report for Washington Co. Landfill

Hi Kyle,

Attached is our final draft of the CLUP report for the Wabasha County Landfill. Since I hadn't received any comments from you on the draft I sent in July, I decided to go ahead and finalize the report. No real changes were made to the original draft.

If you have any questions, please let me know. I would also like to be kept apprised of any actions the county takes on adopting any land-use controls. Thanks.

Shawn Ruotsinoja  
Land Manager  
Closed Landfill Program  
MPCA  
651-757-2683





## PARKS COMMISSION COMMUNICATION

DATE: 6/20/16

ITEM #: 7

**AGENDA ITEM:** Hammes Property Park

**SUBMITTED BY:** Emily Becker, City Planner

**REVIEWED BY:** Kristina Handt, City Administrator  
Stephen Wensman, Planning Director

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### **BACKGROUND:**

Hammes received Final Plat approval on October 7, 2014. Development of this property is expected to happen soon, and it is expected that a new Development Agreement will be proposed to Council by the beginning of July.

### **ISSUE BEFORE COMMISSION:**

Staff would like to keep the Commission informed of the progress of this development and remind the Commission of the park plan.

### **PROPOSAL DETAILS/ANALYSIS:**

The Developer is to pay a cash contribution of \$107,554 for park dedication requirements. No additional fees in lieu of land dedication will be charged for future developments within the preliminary plat area. 5.7 acres of park land will be provided. The developer will receive a credit from the cash amount due for the actual costs of the North East Park Plan Improvements depicted in the Final Landscape Plans attached. Improvements shall include: 16-feet by 24-feet shelter, picnic table, bike rack, grill station, retaining wall, fishing pier, canoe rack, concrete hard surface, woodland seed mix restoration, landscaping and parking lot improvements.

### **ATTACHMENTS:**

- Hammes Property Final Landscape Details









## PARKS COMMISSION COMMUNICATION

DATE: 6/20/16

ITEM #: 8

**AGENDA ITEM:** Legends Preliminary Plat

**SUBMITTED BY:** Emily Becker, City Planner

**REVIEWED BY:** Kristina Handt, City Administrator  
Stephen Wensman, Planning Director

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### **BACKGROUND:**

Legends had partially submitted an application for Preliminary Plat. While it has been deemed incomplete, Staff would like the Commission to review what has been submitted as parkland for the development.

### **ISSUE BEFORE COMMISSION:**

Staff requests that the Commission review the proposed park as shown on the Preliminary Plat and provide comments. It is important to keep in mind that an application for Preliminary Plat has not been formally accepted, however, Staff would like to give the Commission the opportunity to comment in a timely manner.

### **PROPOSAL DETAILS/ANALYSIS:**

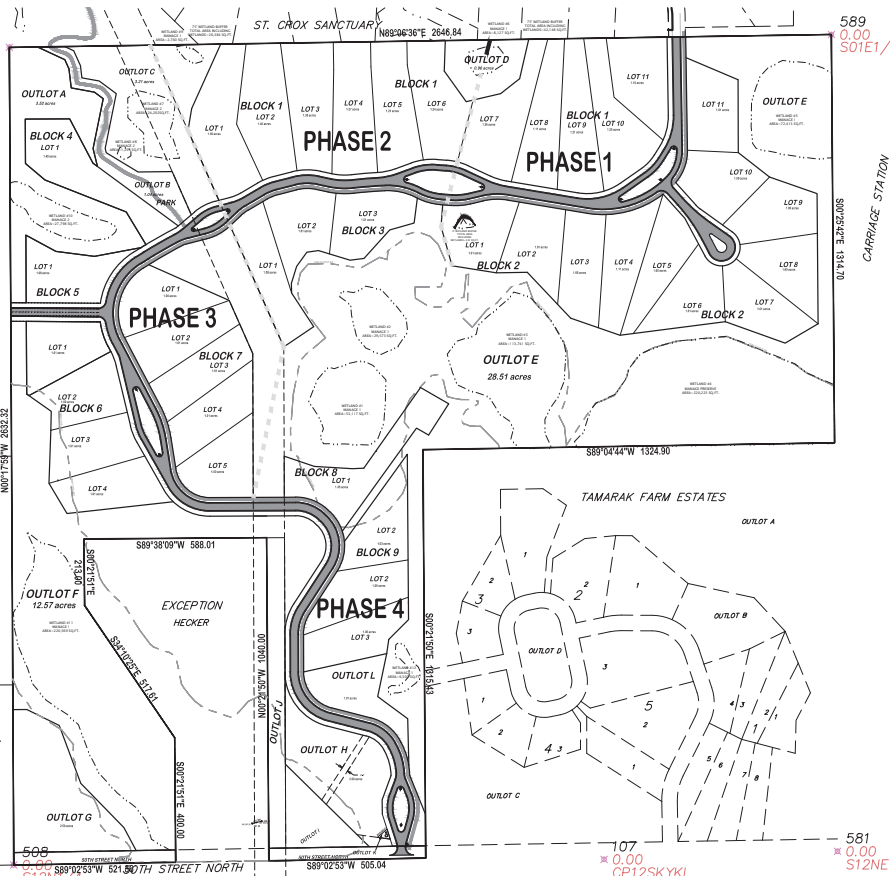
Legends is proposing a trail as part of their park dedication requirements as shown in Outlot B, which consists of 1.04 acres, of the Preliminary Site Plan. The Commission should consider if parking near the park trail area is desired. With the location of the landscaped median near the park, in its current configuration, no parking will be allowed.

Legends is zoned Rural Residential and is requesting an Open Space Preservation Conditional Use Permit, which requires a 7% park dedication fee. The total property area is 110.01 acres, so 7.7 acres is required as park dedication. This amount of land, less the proposed dedicated park area, would require the developer to pay 6.66 acres worth of park dedication fees. Typically, the developer will receive a credit for the cost of the construction of the park trail.

### **ATTACHMENTS:**

- Legends Preliminary Site Plan (from Incomplete Application)





#### LEGEND

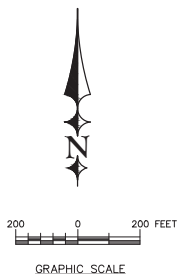
PROPERTY BOUNDARY

#### DEVELOPMENT STANDARDS

|   |                                    |
|---|------------------------------------|
| FRONT SETBACK                             | 20'                                |
| GARAGE SIDE SETBACK                       | GREATER OF 15' OR 10% OF LOT WIDTH |
| SIDE SETBACK (CORNER LOTS)                | 30'                                |
| HOUSE SIDE SETBACK                        | GREATER OF 15' OR 10% OF LOT WIDTH |
| REAR SETBACK                              | 20'                                |
| TYPICAL LOT WIDTH                         | 150'                               |
| TYPICAL LOT DEPTH                         | 200'                               |
| SIDE YARD EASEMENT                        | 5'                                 |
| FRONT AND REAR EASEMENT                   | 10'                                |
| MINIMUM LOT SIZE                          | 43,500 SQ. FT.                     |
| AVERAGE LOT SIZE                          | 40,350 SQ. FT.                     |
| MW. BASEMENT ELEVATION ABOVE 100 YEAR HWL | 2'                                 |

\* UNLESS SHOWN ON PRELIMINARY LAYOUT

NOTE: DRAINAGE AND UTILITY EASEMENTS SHOWN FOR 100-YEAR HWL OF PONDING AREAS



#### AREA SUMMARY:

|  | Area ID                              | Acres        |
|--|--------------------------------------|--------------|
| PARK<br>RECREATION<br>AREA                   | Outlot B                             | 1.04         |
|  | <b>Subtotal</b>                      | <b>1.04</b>  |
| OPEN SPACE                                   | Outlot A                             | 3.52         |
|  | Outlot C                             | 3.21         |
|  | Outlot D                             | 0.96         |
|  | Outlot E                             | 28.51        |
|  | Outlot F                             | 10.45        |
|  | Outlot I                             | 0.83         |
|  | Outlot J                             | 1.29         |
|  | <b>Subtotal</b>                      | <b>48.77</b> |
| FUTURE<br>POTENTIAL<br>LOT AREAS<br>(6 LOTS) | Outlot G                             | 2.50         |
|  | Outlot H                             | 2.08         |
|  | Outlot L                             | 1.01         |
|  | <b>Subtotal</b>                      | <b>5.59</b>  |
| PROPOSED LOTS                                | Block 1                              | 14.06        |
|  | Block 2                              | 11.21        |
|  | Block 3                              | 3.10         |
|  | Block 4                              | 1.49         |
|  | Block 5                              | 1.08         |
|  | Block 6                              | 4.03         |
|  | Block 7                              | 5.03         |
|  | Block 8                              | 1.45         |
|  | Block 9                              | 3.03         |
|  | <b>Subtotal</b>                      | <b>44.48</b> |
| MONUMENT<br>OUTLOT                           | OUTLOT K                             | 0.02         |
|  | <b>Subtotal</b>                      | <b>0.02</b>  |
| ROAD<br>RIGHT OF<br>WAY                      | Right of Way                         | 10.13        |
|  | <b>Subtotal</b>                      | <b>10.13</b> |
| AREA CALCULATION SUMMARY                     | PARK AREA                            | 1.04         |
|  | OPEN SPACE                           | 48.77        |
|  | FUTURE POTENTIAL LOT/SEPTIC AREA     | 5.59         |
|  | PROPOSED LOT AREA                    | 44.48        |
|  | TOTAL PROPERTY AREA                  | 110.01       |
|  | TOTAL BUILDABLE AREA                 | 90.15        |
|  | TOTAL PROPOSED LOTS                  | 40           |
|  | OPEN SPACE REQUIRED                  | 45.08        |
|  | OPEN SPACE PROVIDED                  | 49.81        |
|  | AVERAGE LOT AREA                     | 1.11         |
|  | ALLOWED DENSITY (18 LOTS / 40 ACRES) | 0.45         |
|  | GROSS DENSITY                        | 0.36         |
|  | NET DENSITY                          | 0.44         |

#### ERICKSON CIVIL

333 North Main Street, Suite 201  
Stillwater, Minnesota 55062  
Phone (612) 395-3881  
www.ericksoncivil.com

DRAWING PHASE:  
OWNER REVIEW  
AGENCY REVIEW  
BID DOCUMENT  
FOR CONSTRUCTION  
AS-BUILT DOCUMENT

I HEREBY CERTIFY THAT THIS  
PLAN, SPECIFICATION OR  
REPORT WAS PREPARED BY ME  
OR UNDER MY DIRECT  
SUPERVISION AND THAT I AM A  
DULY LICENSED PROFESSIONAL  
ENGINEER UNDER THE LAWS OF  
THE STATE OF MINNESOTA.

TODD A. ERICKSON, P.E.  
40418  
LICENSE NO.  
06/07/2016  
DATE:

LANDUCCI HOMES  
13220 20TH STREET CT. N.  
STILLWATER, MN 55062

LEGENDS  
PRELIMINARY PLAT  
LAKE ELMO, MINNESOTA

| NO. | REVISION DESCRIPTION | DATE |
|-----|----------------------|------|
|     |                      |      |
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|     |                      |      |

JOB NO. 15-101

SHEET TITLE

PRELIMINARY  
SITE PLAN

SHEET NO.

C5

SHEET 5 OF 31





## PARKS COMMISSION COMMUNICATION

DATE: 6/20/16

ITEM #: 9

**AGENDA ITEM:** Meijer Concept PUD

**SUBMITTED BY:** Emily Becker, City Planner

**REVIEWED BY:** Kristina Handt, City Administrator  
Stephen Wensman, Planning Director

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### **BACKGROUND:**

Meijer Stores Limited Partnership has submitted an application for approval of their PUD Concept Plan for a future Meijer Store, gas station and future commercial outlots to be located on a 54.69 acre site near the northeast corner of Keats Avenue and Hudson Boulevard.

### **ISSUE BEFORE COMMISSION:**

Staff respectfully requests the Parks Commission to provide comment on the proposed commercial PUD development and its required park dedication requirements and proposal for trails along the extended 5<sup>th</sup> Street corridor.

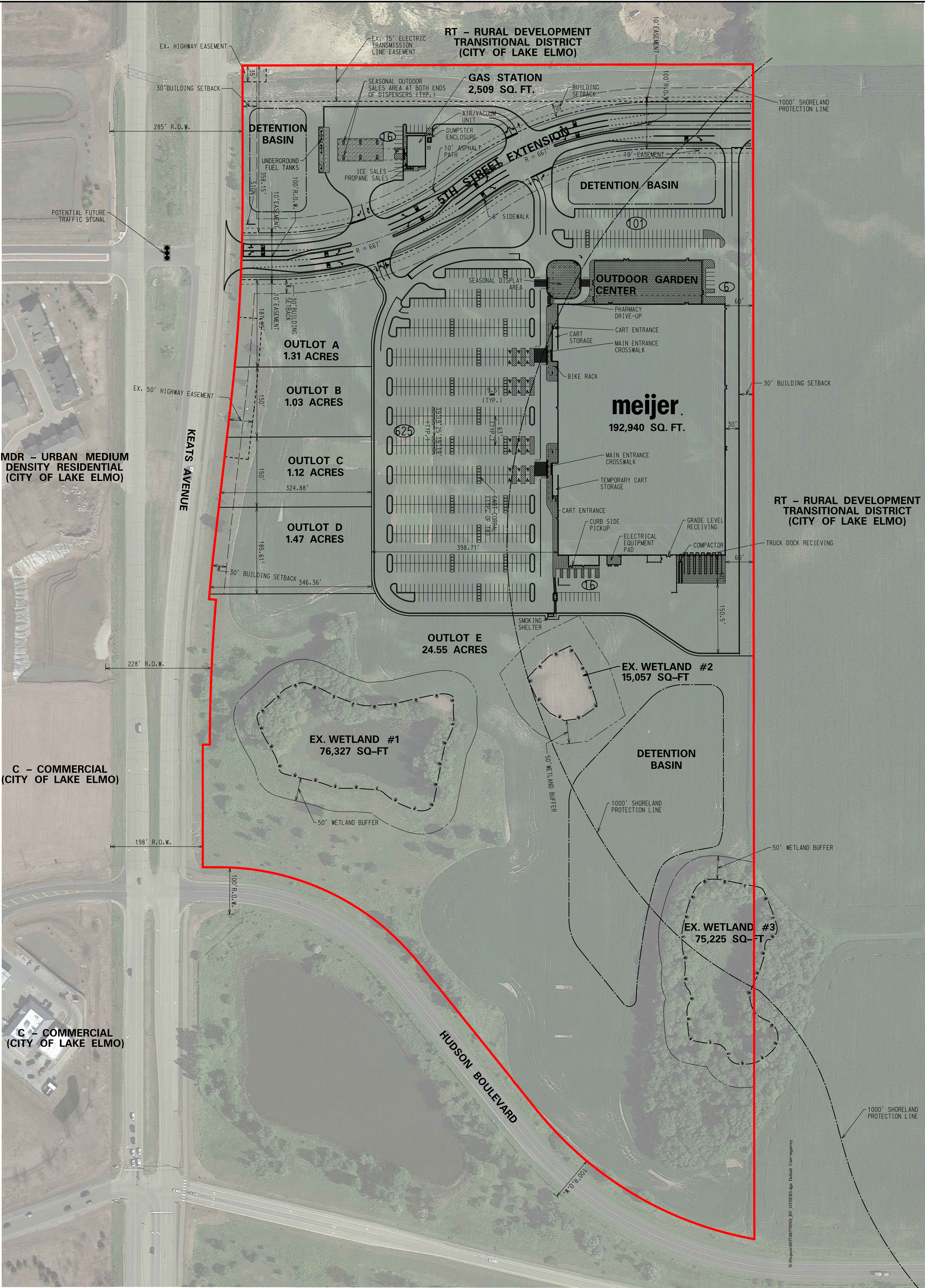
### **PROPOSAL DETAILS/ANALYSIS:**

The park land dedication requirements for the proposed zoning district (Commercial PUD) is presently \$4,500.00 per acre. The actual park land dedication will be determined collected at the time of final plat based on the fee schedule determined by Resolution of the City Council at the beginning of each year. The Commission should keep in mind that this is a Concept Plan and the applicant does not intend to develop the site for several years. The proposed trails for the 5<sup>th</sup> Street corridor are required as indicated in the 5<sup>th</sup> Street Design Standards. The Commission should review the proposed Trails and Concept PUD and provide a preliminary recommendation if applicable.

### **ATTACHMENTS:**

- Meijer PUD Concept Plan





| PARKING SUMMARY   |     | ACREAGE SUMMARY   |          |
|-------------------|-----|-------------------|----------|
| MAIN STORE        |     | MAIN STORE        | 17.84 A. |
| PARKING PROVIDED  | 724 | CONVENIENCE STORE | 4.98 A.  |
| ADA PARKING       | 24  | OUTLOT A          | 1.31 A.  |
| TOTAL PARKING     | 748 | OUTLOT B          | 1.03 A.  |
| CONVENIENCE STORE |     | OUTLOT C          | 1.08 A.  |
| PARKING PROVIDED  | 15  | OUTLOT D          | 1.44 A.  |
| ADA PARKING       | 1   | OUTLOT E          | 24.55 A. |
| TOTAL PARKING     | 16  | 5TH STREET R.O.W. | 2.65 A.  |
|                   |     | TOTAL             | 54.68 A. |

1 OF 1

SHEET

CSP1

DATE: 05/16/16

JOB NO.: 8857

FILE NAME: 8857 CONCEPT SITE PLAN.dwg

SPAGECO INC.

CONSULTING ENGINEERS

SITE DEVELOPMENT ENGINEERS

LAND SURVEYORS

9575 W. Higgins Road, Suite 700,  
Rosemont, Illinois 60018  
Phone: (847) 696-4060 Fax: (847) 696-4065

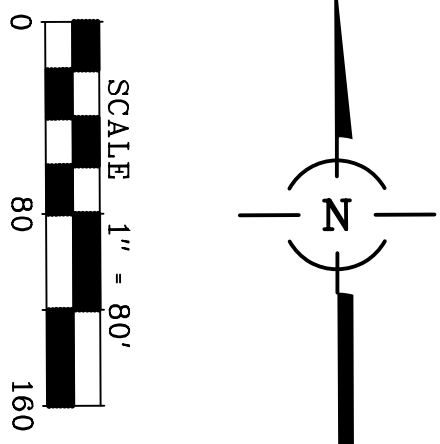
CONCEPT SITE PLAN

meijer

NE CORNER OF KEATS AVENUE AND HUDSON BOULEVARD  
LAKE ELMO, MINNESOTA

| NO. | DATE | REMARKS |
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**PARKS COMMISSION COMMUNICATION**

DATE: 6/20/16

ITEM #: 10

**AGENDA ITEM:** Hidden Meadows Park Plan

**SUBMITTED BY:** Emily Becker, City Planner

**REVIEWED BY:** Kristina Handt, City Administrator  
Stephen Wensman, Planning Director

---

**BACKGROUND:**

Hidden Meadows 2<sup>nd</sup> Addition received final plat deadline extension in the beginning of 2016 for another three years. The church has been in discussion with a potential developer to purchase the property. According to the church, the potential buyer intends to develop the property as it was originally approved.

**ISSUE BEFORE COMMISSION:**

Staff respectfully requests that the Commission review the site plan of the preliminary plat and make comment on proposed trails and plan.

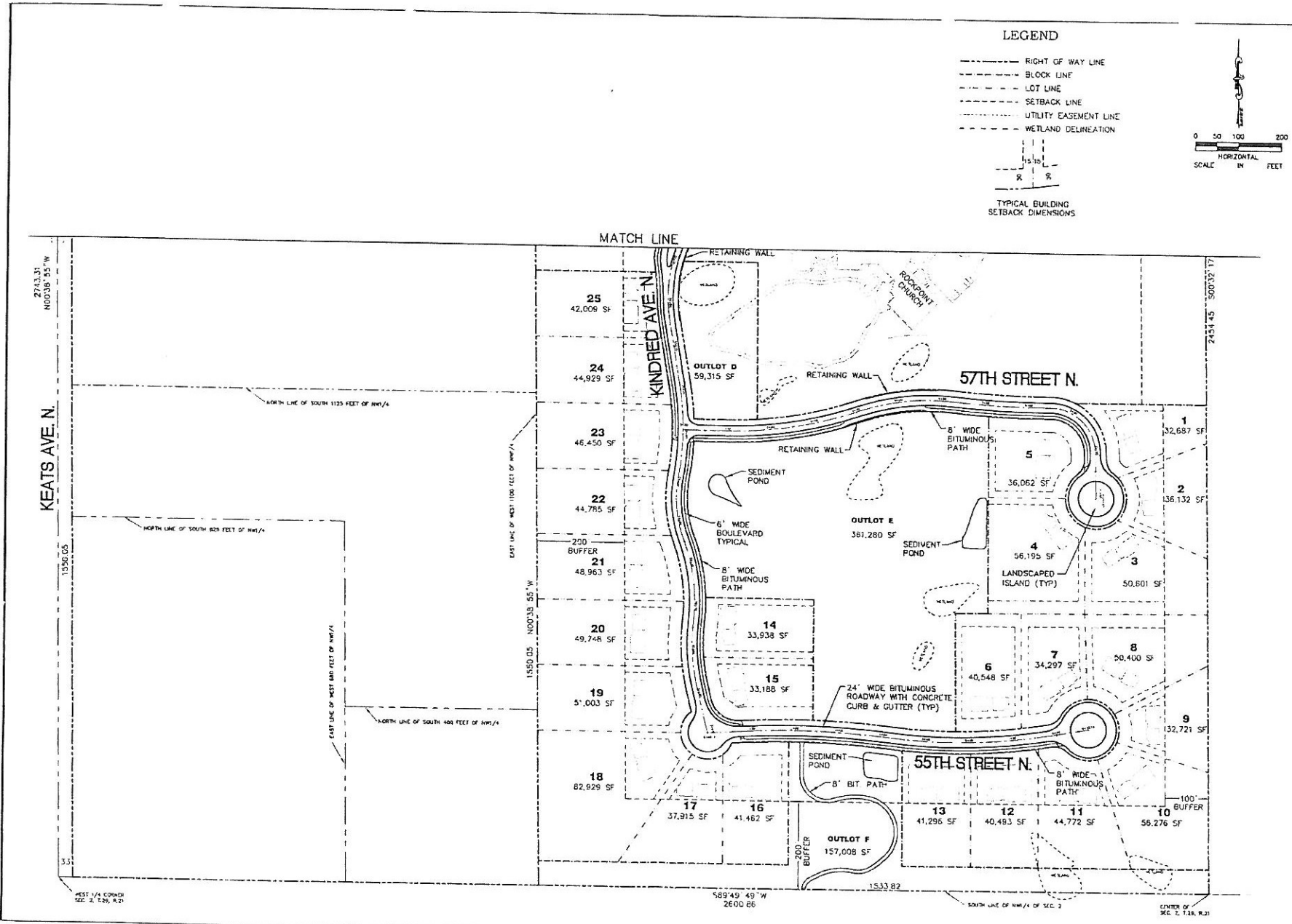
**PROPOSAL DETAILS/ANALYSIS:**

The preliminary plat shows eight foot trails going throughout the development, connecting to the church and a six foot loop to the west of the church. There is also a connecting trail on the south side of the plat. The developer is currently considering replacing the trails throughout the development with sidewalks. There appears to be no proposed park, though the church is considering a future recreation/community center to the north.

**ATTACHMENTS:**

- Hidden Meadows preliminary plat site development plan





**Kimley-Horn and Associates, Inc.**  
2540 UNIVERSITY AVE. WEST, SUITE 100  
ST. PAUL, MINNESOTA 55114  
TEL: (612) 445-1137  
FAX: (612) 445-2116

**PROJECT NO. 160502006.2**

**SHEET NO. 3**

**14**

**SCALE:**  
1"=50'

**DESIGNED BY:** RSP  
**DRAWN BY:** RSP  
**CHECKED BY:** PBD  
**DATE:** 3/7/05

**PROJECT NO. 160502006.2**

**DATE:** 5/9/06

**APP.:**

**NO. DATE REVISIONS**

**1** 5/9/06 2337

**2** 5/9/06 2337

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# Capital Improvement Plan

## City of Lake Elmo, Minnesota

2017 *thru* 2021

**Department** Parks and Recreation

**Contact**

**Project #** PR-001

**Project Name** Manning Trail Updates

**Type** Improvement

**Useful Life** 0

**Category** Park Improvements

**Priority** 2 Very Important

### Description

**Total Project Cost:** \$13,200

New trail installed along Manning Trail near Oak Land Jr High. Completed in conjunction with new roadway.

### Justification

Part of city/county's efforts to connect trails

| Expenditures             | 2017          | 2018 | 2019 | 2020 | 2021 | Total         |
|--------------------------|---------------|------|------|------|------|---------------|
| Construction/Maintenance | 13,200        |      |      |      |      | 13,200        |
| <b>Total</b>             | <b>13,200</b> |      |      |      |      | <b>13,200</b> |

| Funding Sources      | 2017          | 2018 | 2019 | 2020 | 2021 | Total         |
|----------------------|---------------|------|------|------|------|---------------|
| Park Dedication Fund | 13,200        |      |      |      |      | 13,200        |
| <b>Total</b>         | <b>13,200</b> |      |      |      |      | <b>13,200</b> |

### Budget Impact/Other

None.



# Capital Improvement Plan

## City of Lake Elmo, Minnesota

2017 *thru* 2021

**Department** Parks and Recreation  
**Contact** Public Works Director  
**Type** Improvement  
**Useful Life**  
**Category** Unassigned  
**Priority** 2 Very Important

**Project #** PR-002  
**Project Name** 50th Street Trail

**Total Project Cost:** \$25,000

### Description

#### Trail along north side of 50th St

Distance of trail as measured on Washington County Property Viewer Website was 3017 feet long and about 8 feet wide (24,136 sf) and 1" asphalt overlay is \$1/sf ([http://www.parks.ca.gov/pages/1324/files/how\\_much\\_will\\_that\\_trail\\_cost\\_fri2007.pdf](http://www.parks.ca.gov/pages/1324/files/how_much_will_that_trail_cost_fri2007.pdf))

### Justification

Due to potential increase in traffic from Cemetery and Wedding Venue

| Expenditures             | 2017            | 2018 | 2019 | 2020 | 2021 | Total           |
|--------------------------|-----------------|------|------|------|------|-----------------|
| Construction/Maintenance | \$25,000        |      |      |      |      | \$25,000        |
| <b>Total</b>             | <b>\$25,000</b> |      |      |      |      | <b>\$25,000</b> |

| Funding Sources      | 2017            | 2018 | 2019 | 2020 | 2021 | Total           |
|----------------------|-----------------|------|------|------|------|-----------------|
| Park Dedication Fund | \$25,000        |      |      |      |      | \$25,000        |
| <b>Total</b>         | <b>\$25,000</b> |      |      |      |      | <b>\$25,000</b> |

### Budget Impact/Other



# Capital Improvement Plan

## City of Lake Elmo, Minnesota

2017 *thru* 2021

**Department** Parks and Recreation  
**Contact** City Administrator  
**Type** Improvement  
**Useful Life**  
**Category** Park Improvements  
**Priority** 3 Important

**Project #** PR-003  
**Project Name** Demontreville Park Improvements

**Total Project Cost:** \$230,000

### Description

**Addition of a field and bathroom at Demontreville Park**  
 \$200,000 for bathrooms and \$30,000 for field

### Justification

Feedback from residents during 2013 Park Survey

| Expenditures             | 2017             | 2018 | 2019 | 2020 | 2021 | Total            |
|--------------------------|------------------|------|------|------|------|------------------|
| Construction/Maintenance | \$230,000        |      |      |      |      | \$230,000        |
| <b>Total</b>             | <b>\$230,000</b> |      |      |      |      | <b>\$230,000</b> |

| Funding Sources      | 2017             | 2018 | 2019 | 2020 | 2021 | Total            |
|----------------------|------------------|------|------|------|------|------------------|
| Park Dedication Fund | \$230,000        |      |      |      |      | \$230,000        |
| <b>Total</b>         | <b>\$230,000</b> |      |      |      |      | <b>\$230,000</b> |

### Budget Impact/Other



# Capital Improvement Plan

## City of Lake Elmo, Minnesota

2017 *thru* 2021

**Department** Parks and Recreation  
**Contact** City Administrator  
**Type** Improvement  
**Useful Life**  
**Category** Park Improvements  
**Priority** 1 Critical

**Project #** PR-004  
**Project Name** Lions Park Renovations

**Total Project Cost:** \$150,000

### Description

Renovation of the Lions Park Ballfield.

Ideally this project will provide for a safe natural grass field of play and full fencing. It will also contain concession/public bathroom areas, storage, scoreboard, backstop, dugouts, and fan bleachers at a minimum. Other possible improvements may include a ticket booth, batting and practice areas, team meeting area, warning tracks, brick/veneer detailing for fences, announcers booth, parking and year round uses such as ice skating /hockey rink, prep kitchen and warming house.

### Justification

Field is in need of grading. Major draw to downtown and updating facilities would accommodate those users.

| Expenditures             | 2017           | 2018 | 2019 | 2020 | 2021 | Total          |
|--------------------------|----------------|------|------|------|------|----------------|
| Construction/Maintenance | 150,000        |      |      |      |      | 150,000        |
| <b>Total</b>             | <b>150,000</b> |      |      |      |      | <b>150,000</b> |

| Funding Sources      | 2017           | 2018 | 2019 | 2020 | 2021 | Total          |
|----------------------|----------------|------|------|------|------|----------------|
| Park Dedication Fund | 150,000        |      |      |      |      | 150,000        |
| <b>Total</b>         | <b>150,000</b> |      |      |      |      | <b>150,000</b> |

### Budget Impact/Other



# Capital Improvement Plan

## City of Lake Elmo, Minnesota

2017 *thru* 2021

**Department** Parks and Recreation  
**Contact** City Administrator  
**Type** Improvement  
**Useful Life**  
**Category** Park Improvements  
**Priority** 2 Very Important

**Project #** PR-005  
**Project Name** Pebble Park Improvements

### Description

**Total Project Cost:** \$TBD

Phase 1 Improvements were completed in 2016 which included a new shelter.

Phase 2 Improvements would include paving the parking area, adding a pit toilet and volleyball court

Parking area is 0.3 acres (13,068 sf) and asphalt paving is \$3.50/sf (about \$45,738), volleyball court was estimated to be \$10,000 based off of previous estimates, and pit toilets are around \$1000 (\$250/ea) for four

Note: Vault toilets (4stalls) are around \$63,150 if this is desired instead

### Justification

Feedback from park user survey in 2013

| Expenditures             | 2017  | 2018 | 2019 | 2020 | 2021 | Total |
|--------------------------|---|------|------|------|------|-------|
| Construction/Maintenance | \$56,738 or \$118,888 if vault toilets are desired instead        |      |      |      |      | TBD   |
| <b>Total</b>             | <b>\$56,738 or \$118,888 if vault toilets are desired instead</b> |      |      |      |      |       |

| Funding Sources      | 2017  | 2018 | 2019 | 2020 | 2021 | Total |
|----------------------|---|------|------|------|------|-------|
| Park Dedication Fund | \$56,738 or \$118,888 if vault toilets are desired instead        |      |      |      |      | TBD   |
| <b>Total</b>         | <b>\$56,738 or \$118,888 if vault toilets are desired instead</b> |      |      |      |      |       |

### Budget Impact/Other



# Capital Improvement Plan

## City of Lake Elmo, Minnesota

2017 *thru* 2021

**Department** Parks and Recreation  
**Contact** City Administrator  
**Type** Improvement  
**Useful Life**  
**Category** Park Improvements  
**Priority** 3 Important

**Project #** PR-006  
**Project Name** Reid Park Improvements

### Description

**Total Project Cost:** \$362,200

Improve trails to be suitable for mountain biking while also having options for walking and snowshoeing, trail asphalt trail connectivity to downtown area, add playground equipment for younger age groups, eliminate basketball court, addition of bathrooms, lower berm for better sight lines.

### Justification

Result of resident input during site visit

| Expenditures             | 2017             | 2018 | 2019 | 2020 | 2021 | Total            |
|--------------------------|------------------|------|------|------|------|------------------|
| Construction/Maintenance | \$362,200        |      |      |      |      | \$362,200        |
| <b>Total</b>             | <b>\$362,200</b> |      |      |      |      | <b>\$362,200</b> |

| Funding Sources      | 2017             | 2018 | 2019 | 2020 | 2021 | Total            |
|----------------------|------------------|------|------|------|------|------------------|
| Park Dedication Fund | \$362,200        |      |      |      |      | \$362,200        |
| <b>Total</b>         | <b>\$362,200</b> |      |      |      |      | <b>\$362,200</b> |

### Budget Impact/Other



# Capital Improvement Plan

## City of Lake Elmo, Minnesota

2017 *thru* 2021

**Department** Parks and Recreation  
**Contact** City Administrator  
**Type** Improvement  
**Useful Life**  
**Category** Park Improvements  
**Priority** 3 Important

**Project #** PR-007  
**Project Name** Sunfish Lake Park Improvements

### Description

**Total Project Cost:** \$905,120

2017-Forestry Plan needed for removal of downed trees following storm in 2011

\$20,000 - Number of downed trees unknown. Average cost to remove a tree is \$150-\$1,500, average stump removal cost is \$60-\$350, and stump grinding costs \$75-\$1,000

2017-Paving of parking lot and road reconfiguration if Nature Center is built 2018-Improve trails to ADA standards and add benches

Parking lot pavement \$60,984 (17,424sf at \$3.50/sf), road reconfiguration TBD (need direction on type of road and estimates from engineering), wood benches around \$8000 (20 benches at \$400 each) and trails around \$790,000 (\$87,889/mi for asphalt surface 6' wide path X 9 miles)

TBD-parking area for access to park near Fire Station #2: \$26,136 for gravel parking lot (13,068sf at \$2/sf)

### Justification

| Expenditures             | 2017 | 2018             | 2019 | 2020 | 2021 | Total            |
|--------------------------|------|------------------|------|------|------|------------------|
| Construction/Maintenance |      | \$905,120        |      |      |      | \$905,120        |
| <b>Total</b>             |      | <b>\$905,120</b> |      |      |      | <b>\$905,120</b> |

| Funding Sources      | 2017 | 2018             | 2019 | 2020 | 2021 | Total            |
|----------------------|------|------------------|------|------|------|------------------|
| Park Dedication Fund |      | \$905,120        |      |      |      | \$905,120        |
| <b>Total</b>         |      | <b>\$905,120</b> |      |      |      | <b>\$905,120</b> |

### Budget Impact/Other



# Capital Improvement Plan

## City of Lake Elmo, Minnesota

2017 *thru* 2021

**Department** Parks and Recreation  
**Contact** City Administrator  
**Type** Improvement  
**Useful Life**  
**Category** Park Improvements  
**Priority** 3 Important

**Project #** PR-009  
**Project Name** Lake Elmo Regional Trail

### Description

**Total Project Cost:** \$1,592,916

Regional east west trail through Lake Elmo

Phase 1: (\$827,316-construction only, no land)

Connect to existing Oakdale trail at Stillwater Blvd and Helmo/Ideal Ave

Travel through Tablyn Park to Lake Elmo Park Reserve (LEPR)

Pass through LEPR-provide exit point to Sunfish Lake Park

Continue down Hwy5/CSAH 14 rightof way to Gorman's-connect to existing trail

Phase 2: (\$765,600-construction only, no land)

Lake Elmo to Stillwater Senior High

### Justification

Trail would address the following community needs:

- Deliver students safely to school
- Bring people to our downtown
- Bring people to our parks
- Provide safe recreation
- Trail Diversity-Provide feel of Lake Elmo
- Omit need to bike down Hwy 5/CSAH 14
- Compatibility with public grant opportunities
- Compatibility with private funding opportunities
- Feasibility of land acquisition

| Expenditures             | 2017 | 2018 | 2019 | 2020           | 2021           | Total            |
|--------------------------|------|------|------|----------------|----------------|------------------|
| Construction/Maintenance |      |      |      | 827,316        | 765,600        | 1,592,916        |
| <b>Total</b>             |      |      |      | <b>827,316</b> | <b>765,600</b> | <b>1,592,916</b> |

| Funding Sources      | 2017 | 2018 | 2019 | 2020           | 2021           | Total            |
|----------------------|------|------|------|----------------|----------------|------------------|
| Grants/Donation      |      |      |      | 620,487        | 574,200        | 1,194,687        |
| Park Dedication Fund |      |      |      | 206,829        | 191,400        | 398,229          |
| <b>Total</b>         |      |      |      | <b>827,316</b> | <b>765,600</b> | <b>1,592,916</b> |

### Budget Impact/Other

Additional trails to maintain-labor and materials