



*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 Parks Commission
3800 Laverne Avenue North
September 17, 2018 6:30 PM**

AGENDA

1. Call to Order
2. Approve Agenda
3. Approve Minutes
 - a) August 20, 2018
4. Little Library
5. October 15, 2018 Meeting Agenda
6. Communications
7. Adjourn

****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.*

MINUTES

City of Lake Elmo Parks Commission August 20, 2018

Members Present: Commissioners Nelson, Mayek, Nuenfeldt, Olinger, Steele, and Weeks

Members Absent: Commissioners Ames, Frick, and Zeno

Staff Present: Public Works Director Weldon, Public Works Lead Worker, City Planner Prchal

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

Approval of Agenda

Weeks made a motion to approve the agenda, seconded by Olinger. Motion passed.

Approval of Minutes

Nelson made a motion to approve the minutes to include comments made by Steele regarding his opposition to the number of commission members changing and to include clarification regarding the number of Commission members voted on, motion seconded by Steele. Motion passed. Ames, Steele, and Zeno abstained from the vote since they were not present at the meeting.

Tablyn Park

Prchal stated that at the January meeting it was decided that the basketball courts would be removed and the swings would be moved down the hill to allow for additional parking. Staff is asking if the Commission would consider leaving all of the equipment where it is in the park and add 8 spaces to the north of the existing lot. Additionally the east side of the road would be marked "No Parking" and the west side would allow for parking.

Discussion about moving and removing the swings and basketball court moved toward providing a gravel lot on the lower level of the park where people are already parking on the street to provide safe parking and for people using the fields in the warmer months.

Create an over-flow gravel parking lot in the lower area of the park for the winter, lighting for the parking lot, signage for parking lot and street parking, striping for existing parking lot, and a split-rail fence barrier to increase safety of the sliding hill. All in favor

Lions Park - 45th Parallel Marker

Weeks made a recommendation to have concrete poured from the paved trail to the concrete below matching the existing grade and look into the concrete being stamped. Seconded by Olinger. Discussion about the sign installed directly into the concrete versus on a pole and about orientation. The motion was amended to include a plaque imbedded into the concrete next to the marker and then the amendment was withdrawn.

Weeks modified his motion to include signage on a post. Seconded by Olinger. Four members in favor of the motion, Mayek and Steele voting in opposition. The Commission is looking to use the funds from the sign advertisement program at Lions Park to pay for the marker and sign.

Communications

Tennis Camp has not had a lot of interest. The last time staff checked there was one student. Staff advertised again in the Fresh to try to increase interest.

Park dedication funds will be coming in from Legacy at North Star over \$200,000, Growing Explorers daycare on Outlot A in Boulder Ponds will be contributing \$6900.

The Demontreville ballfield improvements were denied by the City Council. They were denied because they could not get Mahtomedi Baseball or other community group to contribute even five percent of the cost. Council wanted to see some level of buy-in from the community or the users of the park.

Meeting adjourned at 7:47 p.m.

**Respectfully Submitted,
Tanya Nuss**



STAFF REPORT

DATE: September 17, 2017
ITEM #: 4

TO: Parks Commission
FROM: Ben Prchal, City Planner
AGENDA ITEM: Savona Park Free Little Library

BACKGROUND:

A resident has reached out to the City proposing to erect a free library in Savona Park.

ISSUE BEFORE COMMISSION:

The Commission is being asked to review the proposed location and provide any thoughts they may have.

PROPOSAL DETAILS/ANALYSIS:

- Attached to this staff report is a location map showing where the resident is proposing to place the free library.
- The resident will construct the library and put it up. The resident has also signed a form that says the City will not be responsible for maintenance and will not be liable for damage to the structure.

FISCAL IMPACT:

The resident has stated on the donation/liability form that the City will not be liable for costs or maintenance associated with the project.

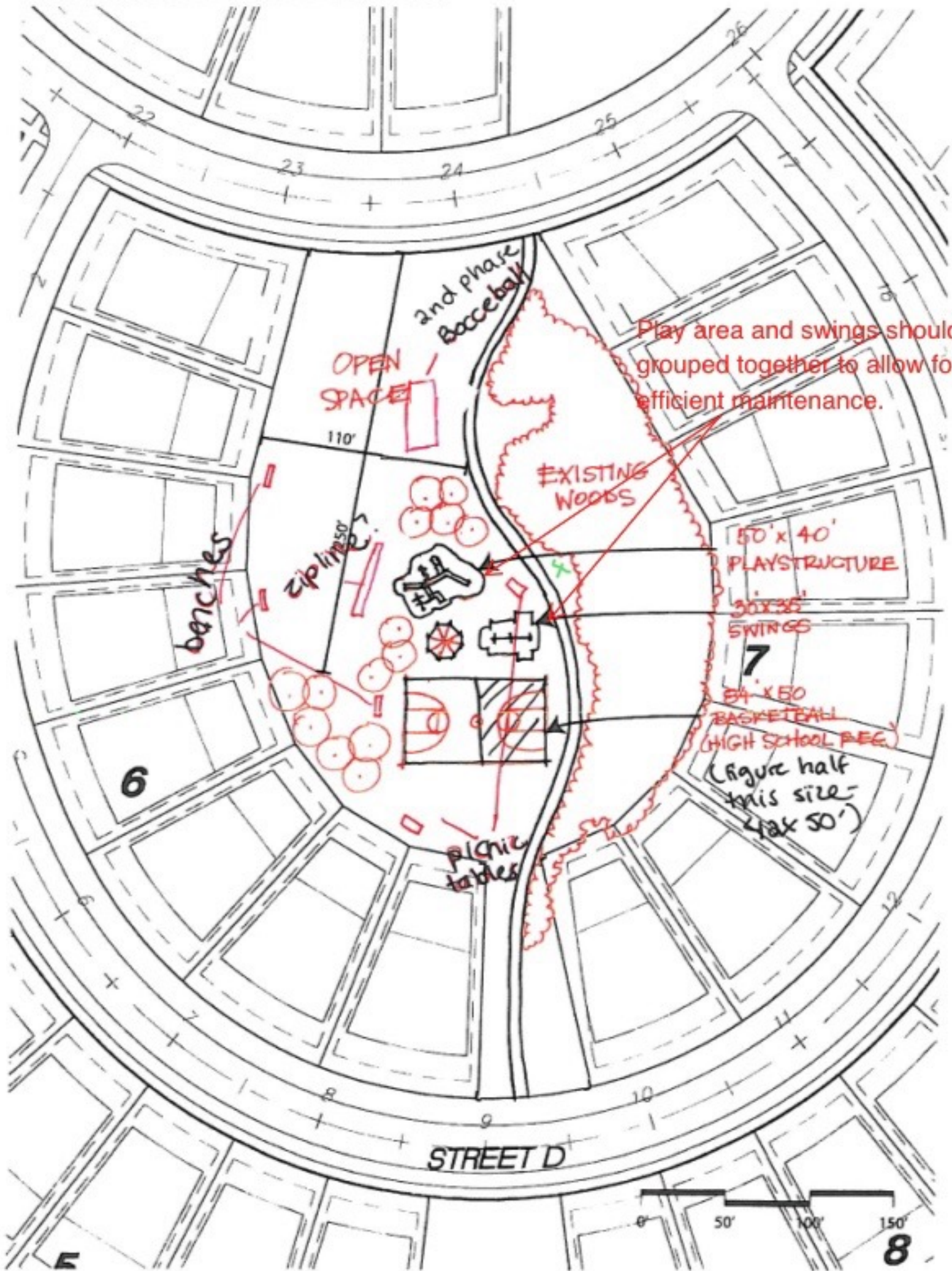
RECOMMENDATION:

For maintenance reasons staff will ask that the supporting post for the library be at least six feet from the curb of the playground and at least three feet from the walking path. It also does not appear that the addition will interfere with the current amenities. Beyond that there are no further comments on behalf of staff.

ATTACHMENTS:

- Proposed location map (Old sketch of Savona Park).
- Donation Form

CONCEPT SKETCH PLAN



07-26-2013
20121161

SAVONA
LAKE ELMO, MN







DONATION FORM FOR PUBLIC IMPROVEMENT PROJECTS, MEMORIALS,
TRIBUTES, WORKS OF ART
(Including funding proposals for the above purposes)

DONOR INFORMATION

Name: Kristin Shanley
Address: 526 6th Street Lane North Lake Elmo, MN 55042
Phone: 973.270.4842
Email: kristin.glas@gmail.com

Hereby makes a proposal to fund and/or construct a Public Improvement Project, memorial, tribute, or work of art consisting of a Little Free Library at the park in the Savona development.

The intended purpose of this donation is to allow a free book exchange

Proposed location Savona Park

Donation subject to the following restriction (if any): no inappropriate books/magazines

Condition, Conservation and Maintenance Requirements:

What type of materials will be used in the proposed Project? wooden library box and wooden post along w/ donated books

What is the intended life span of the Project? 20 years

What short and long-term maintenance may be required and what is the anticipated cost of such maintenance? City of Lake Elmo does not need to maintain this project. I will be the steward (caretaker) of the Little Free Library. I will seek out help from Savona community to get books donated. At some point, the Little Free Library may need to be repainted or fixed if it becomes damaged, again the city will not have to maintain.

The City of Lake Elmo will make reasonable efforts to accommodate the intended purpose of the donation but reserves the right to utilize, relocate and/or dispose of any item through donated funds as the City of Lake Elmo may deem fit.

This agreement shall not take effect until the City Council of the City of Lake Elmo has specifically accepted this donation.

WREN TO SHAWNEE
Donor

8/28/2018
Date

Donor

Date

Recommended:

Department Head

Date

Accepted:

City Administrator

Date