

**CITY OF LAKE ELMO  
CITY COUNCIL WORKSHOP MINUTES  
JANUARY 9, 2024**

**CALL TO ORDER**

*Mayor Cadenhead called the meeting to order at 6:30 pm.*

**PRESENT:** Mayor Cadenhead, Councilmembers Katrina Beckstrom, Matt Hirn, and Jeff Holtz

Parks Commissioners Present: Peter Kastler, Pat Barrett, Vittorio Bloyer, Hank Hoelscher, and Mike Elam.

Staff present: Interim City Administrator Schroeder, Public Works Director Powers, Assistant Public Works Director Swanepoel, City Planner Jensen and Deputy City Clerk McGuire.

**Parks Commission Joint Session Work Plan Review**

Assistant Public Works Director Swanepoel presented the 2024 Parks Commission Work Plan noting the changes from the Parks Commission.

Discussion regarding the Parks Master Plan, parking, when the dog park will open, playground replacement management, one big central play center vs many smaller playgrounds, playground and ground inspections, buckthorn granting, donations, a development standards policy, sign standards, trash pick-up by staff, tree coverage and planting – Tree Trust and/or volunteering, tree disease and funding, suggestion of having a city parks director, operational audit and the sustainability of the parks budget. Consensus addressed the importance of developing the Parks Master Plan for future sustainability and standard.

Better social media presence for all of the city parks were also discussed with a consensus to open an Instagram account for the city.

City Planner Jensen updated the council on the pinwheel parcel search. Next step in the process is a closed session to discuss properties and potential purchase negotiation. It would be presented to the Parks Commission after that for amenity discussion. The council discussed possible collaboration with schools and/or organizations.

Council discussed the importance of getting the Parks Master Plan Community Survey QR Code out to the public. Consensus to talk to Ann and potentially utilize Bolton & Menk's marketing group to generate a postcard with the QR Code and mail to Lake Elmo households.

Discussion continued regarding what is happening with the playground when LE Elementary moves the school, investing in outdoor fitness sets, exploring ways to straighten planning around parks, DeMontreville Wildlife Park, signs and what council is looking for that the Parks Commission should be aware of, such as a Memorial park and possible funding options.

**Items for Future Agenda**

Next workshop will be joint with the Planning Commission.

Meeting adjourned at 8:20 p.m.

**LAKE ELMO CITY COUNCIL**

ATTEST:

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Charles Cadenhead, Mayor

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Rebecca McGuire, Deputy City Clerk