

# MINUTES

## City of Lake Elmo Parks Commission

April 17, 2017

**Members Present:** Commissioners Ames, Frick, Nuenfeldt, Steele, Zeno

**Members Absent:** Chair Weis, Commissioners Nelson, Olinger, and Pearce

**Staff Present:** Public Works Director Weldon, City Planner Becker

**The meeting was called to order by Commissioner Frick at 6:30 PM.**

### Approval of Agenda

Becker asked to add Easton Village 2<sup>nd</sup> Addition to the agenda.

Motion by Zeno to approve the agenda as amended, seconded by Steele. Motion passed.

### Approval of Minutes

Zeno suggested the reference of someone named Guy to be fixed and adjust the comment regarding the Volleyball Courts to the minutes.

Motion by Frick, seconded by Steele to approve the minutes with the adjustment of that comment. Motion passed.

### Lions Park

Miller presented the new design P104. He talked about removing existing concession and moving the new concessions toward the home plate. They made room for 2 volley ball courts. They created an entrance area with a sign and a pollinator planting area. The northern parking area would also become the skating rink in the winter. The area would be gravel and large enough to accommodate a hockey rink. Comments were made that the parking will need to be moved out of the right-of-way.

Steele said he felt that the design should be altered to accommodate young families such as moving the playground closer to the picnic areas or a trail connecting and not through the parking lot. He added that the baseline on the 45<sup>th</sup> parallel is nice but not a priority. Frick agreed that moving the parking to the east and moving the playground was important.

Ames suggested that there should be a second designated picnic area near the playground. Which would keep costs down of moving the existing play structure. Ames also asked if the demolition of the house would be coming out of park dedication or if it would come out of the general fund.

Barry Weeks mentioned that the proposed plan does not include a warming house and that is something the park currently has. His suggestion was to have a partial open and partially enclosed structure.

Lighting was included in the initial phase but may need to get pulled out since it can be \$150,000. The first phase includes demolishing the house and the concessions building.

Discussion around what type of recommendation would be needed to move the project forward. Weldon explained they have to give a dollar amount and items they want on the first phase in order to send it forward to City Council. After Council approval then the project will go out for bids. The decision will need to be made soon if any work will be done this year on the field.

Steele suggested that the Commission establish a dollar amount comfort level, he is comfortable with \$400,000. Steele suggested to pull the south parking lot and volley ball court relocation to reduce the cost of Phase 1.

Further discussion about not demolishing the existing concession stand by Frick and Nuenfeldt. Ames asked that by the time this goes to Council will there be more detailed information about costs available. Ames also asked to include the volley ball courts within Phase 1 of the project, if the budget allows, since they are not terribly expensive.

Steele made a motion to adopt the plan for Lions Park per amended Commission recommendations, and to increase Phase 1 not to exceed an expenditure of \$425,000. Frick seconded the motion. Motion passed.

### **Neighborhood Park Development Guidelines**

Becker presented that after talking to a number of communities, most do not have any guidelines. Staff recommends that the Commission not adopt any standards. No action required on this item.

### **Camera Protocol Procedure**

Becker presented that this Camera Protocol Procedure was something that was referred to in the Sally Manzara Interpretive Nature Center Lease and Operating agreement approval.

Becker amended the Procedure to include that any cameras can be focused on trails for up to 24 hours contiguous or otherwise if more time is proposed that it must be approved by the Parks Commission and City Council.

Becker stated that she researched other cities and was not able to find any with policies regarding camera placement.

Frick pointed out that in Becker's research some communities had cameras for security but not for nature. She said that there are times when she has witnessed suspicious activity that having them on camera may have been a good thing.

Ames mentioned that at the previous meeting he expressed his concern about cameras in Sun Fish Lake Park. He has asked people within the community about their thoughts regarding cameras in the park and has yet to find anyone that is favorable to the idea. Ames stated that he is concerned about adopting a City wide camera policy that allows people to put cameras in other parks and possibly aim them at play structure or other portions of the park. He feels the Protocol is an exception to City Policy. City Policy is that we don't allow private groups to have cameras in City parks.

Steele suggested that the protocol indicate it is just for Sun Fish Lake Park and that in all other parks cameras are not allowed. Ames agreed to that.

Frick asked if they need to vote to remove the camera protocol since the original vote was to put one in place.

Becker explained the Camera Protocol Procedure was mentioned in the Nature Center Lease and Operating agreement. That item is going to Council tomorrow. The Camera Protocol Procedure is referenced in the agreement. In order to have something to reference and for staff to follow regarding camera placement, since the lease agreement says they can place cameras in the park, within the procedures.

Discussion about having a Camera Protocol Procedure and when to establish it, either prior to going to Council or after approval since the Nature Center has not been constructed and will not be filming anything until the building is in place. They discussed putting a no camera policy until the protocol is established.

Steele made a motion that no private entity can install a camera until they establish a protocol and that only the City shall install or authorize the installation of cameras until a new protocol procedure is drafted. Ames seconded the motion. Motion passed unanimously.

### **Upcoming Developments**

Becker reported that the City has received final plat for Hidden Meadows 2<sup>nd</sup> addition, which is located to the south of Rock Point Church. The park dedication for that development is 7% of the assessed value, which has not been completed yet.

Village Park Preserve is a proposed development located south of Easton Village. The City has not received a final plat. Their preliminary plat had park land to add to Reid Park that exceeded their required amount.

Gonyea West, the City has not received a concept plan yet. It is a piece of property located on the west side of Lake Elmo Avenue.

Southwind is located to the north of Hunters Crossing. With that development there will be about \$90,000 for park dedication, with an assessment determining an exact number. This project will be discussed in detail later in the meeting.

Lakewood Crossing is a proposed a commercial Planned Unit Development to the west of Kwik Trip. And we know their Park Land dedication is \$17,190.

Frick has questions about why Royal Golf was not included. Becker explained that there is not even an estimate available and that the City has just reached an agreement with them regarding who would be assessing the property for value. The Preliminary Plat is going to Council in May. Once Preliminary Plat has been then they would have get Final Plat approval.

Frick thanked Becker for the information regarding these upcoming developments.

No action required on this item.

### **Southwind Final Plat**

Becker shared that the City has received a Final Plat application for the Southwind Development. This property was never brought before the Parks Commission

before approval of the Preliminary Plat. No neighborhood park was dedicated to this development. The City will receive a monetary dedication.

Ames mentioned service levels for parks. He also asked if Hunters Crossing has a park. He asked about the number of units in both developments. Becker said 46 units in Southwind and about 90 units in Hunters, though she is uncertain of that number. Ames expressed that this should be on Council's radar, on Planning's radar, and our radar that now over 100 homes has no access to a park. Since parks and trails need to be added at the time of development.

Becker stated that there is no park in Hunters Crossing or Southwind. She stated that in the Comprehensive Plan that area is a neighborhood park search area. So she is not sure why neither development has a park. She stated that since this Final Plat is consistent with what was approved at Preliminary Plat in 2013 it has to move forward. She stated that she cannot speak to what was done in the past, only that City staff has now been working on bringing all developments before the Parks Commission for the reasons you are concerned with.

No action required on this item.

### **Easton Village 2<sup>nd</sup> Addition Plat**

Becker informed the Commission that the City has received Final Plat for Easton Village 2<sup>nd</sup> Addition. The proposed addition is on the north and east side of the current Easton Village development. One of the conditions of approval at the time of Preliminary Plat is that a trail connection be provided in the cul-de-sac, they are proposing to eliminate this trail connection to allow larger lots, a slightly different housing option, and a more private setting for these homes.

Discussion about the fact this trail connect does little to the overall connectivity of the development and that the overall concern of the Parks Commission is to establish trail connections from once development to others and to provide Easton with connections to downtown.

No action required on this item.

### **May Meeting**

Lions Park – defining Phase 1

Washington County trail plan

Ways to enforce the leash law

### **Discussion Items**

Frick discussed the offerings, activities, and costs of Family Day

- Live animal programs include the University of MN Raptor Center, they are going to bring a hawk and an owl
- There is also going to be a presentation of turtles, snakes, and salamanders with a touching pond
- There will be a nature trail with 12 stops and gift bags

- The only reimbursement we would be looking for would be the cost of the live animal programs. The Park Commission does not have to approve a certain amount since it will come out of the General Fund.

There appears to be some confusion if the Family Day was run as a City sponsored event or if it is run by volunteers and needs a Special Use Permit that needs to be reviewed and sent to Council.

Frick stated that if the liability for the event were to fall to the volunteers putting it on, the event will likely not happen.

Frick mentioned there is a situation in Sunfish Lake Park and in Reid Park where they walk their dog without a leash. Especially in Sunfish Lake Park, it is a challenge since you may not see the owner of the dog immediately and the owner often cannot keep their dogs within their site. Frick stated her dog was attacked as a puppy and again as an older dog by dogs that were off-leash. She said she has also heard the screams of fawns being attacked by dogs while out on walks. She proposed more signage or to revisit a dog park to reduce the amount of people that let their dogs off-leash.

Ames mentioned there are signs at every entrance that state no biking and that dogs need to be on leash, but those are frequently violated. He stated no amount of signage will change behavior. Ames stated that the County Park is staffed and there is a way to enforce that there.

A member of the audience mentioned that she was at Sunfish Lake Park with her grandchildren and they had gone up the trail a distance and she heard them screaming as they ran and were being chased by dogs.

#### **Staff Reports and Commission Update**

None given

**Meeting adjourned at 9:26 p.m.**

**Respectfully Submitted,  
Tanya Nuss**