

**FINAL**  
**Lake Elmo Park Commission**  
**Minutes of the Regular Meeting**  
**October 18, 2008**

Chairman Steele called the meeting to order at 7:00 p.m.

COMMISSIONERS PRESENT: Steele, Ames, Blackford, Bruchu, Adanene, Dunn, Larson, Zeno, Booher and Wagner.

STAFF PRESENT: Project Assistant Kriegler, Public Works Superintendent

**Agenda**

Agenda was approved, (M/S Booher / Larson)

**Sunfish Lake Park Conservation Easement to the Minnesota Land Trust**

Project Assistant Kriegler provided a brief introduction of the easement and outlined what was being asked of the commission: 1) approve a Conservation Easement to the Minnesota Land Trust for Sunfish Lake Park including the expenditure of \$10,000 for the transaction; and 2) request authorization for the park commission to develop a park concept plan for area 2 of the park. Sunfish Lake Park is a 315 acre park of which 225 acres are in woodland, 20 acres are in open fields and 70 acres are under an MPCA easement associated with the landfill. The conservation easement covers 265 acres. The park is used for hiking, horseback riding, cross-country skiing and nature observation. The intent of the conservation easement over Sunfish Lake Park is to ensure its permanency as a natural area to be enjoyed by citizens into perpetuity by preserving and protecting it through an easement to the Land Trust. It is recommended that the Park Commission recommend a plan within a year after adoption of the easement so that the park plan is a proactive statement that clearly defines the future uses of Area 2 rather than having the park plan be done retroactively in response to a specific project that may or may not meet the intent of the Park Commission and City Council as it has developed this easement document.

Sarah Strommen of the Minnesota Land Trust followed the introduction up with a presentation of the easement document.

Chairman Steele suggested that questions / comments be made in 2 parts. The first questions being limited to general questions while the second part being questions specifically pertaining to the document itself.

Pertaining to section B of the document, it was requested that the words “quiet” and “solitude” be added as an expression of an important principle of the park.

As for making and approving a motion related to requesting authorization for the park commission to develop a park concept plan for area 2 of the park, the commission felt

that this was unnecessary and because it would fall within the nature of the commissions role and responsibilities.

Motion: Approval of the Sunfish Lake Park Conservation Easement to the Minnesota Land Trust with the changes noted. (M/S/P Blackford / Larson 10-0)

**Picnic Shelter Design Development Services**

Project Assistant Kriegler expressed that the commission was being asked to consider proposals for architectural design development services for Carriage Station Park and DeMontreville Park picnic shelter projects. The design development services include a floor plan; elevations, a building section; details for roof edge, gable bent, columns, concrete work and material specifications. The plans will allow the city to obtain competitive bids from contractors to build the shelters. Kriegler explained that while it would be nice to proceed with the project by requesting design / build proposals, the State of Minnesota has a requirement that the shelters be reviewed and approved by a structural engineer. She also explained that she and Mike Bouthilet met with a contractor about proceeding with a design / build approach and learned that they were not willing to take on the liability associated with the structural engineering.

Kriegler reported that the cost for Design Forum to provide these services is \$6,000 for both shelters and that TKDA submitted a quote for \$9,200 for cost comparison purposes.

Motion: Acceptance of the Design Forum proposal for design development services for the Carriage Station and DeMontreville Park picnic shelter projects. (passed 8-2 with Booher / Ames dissenting)

Chairman Steele suggested adjournment given the time. The meeting was adjourned at 9:10 p.m.

Respectfully submitted,  
Carol Kriegler  
Project Assistant