

APPROVED
Lake Elmo Park Commission
Minutes of the Regular Meeting
July 21, 2008

Commissioner Blackford called the meeting to order at 7:00 p.m.

COMMISSIONERS PRESENT: Blackford, Adanene, Dunn and Wagner, Zeno, Brooher, Larson

STAFF PRESENT: Project Assistant Kriegler, Public Works Superintendent Mike Bouthilet

Agenda

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

Minutes

June commission meeting minutes were approved with the following corrections:
Brooher misspelled as Booher in commissioners present
Fund misspelled as funk

Sunfish Lake Park Land Trust Easement

Commissioner Blackford presented an introduction to this item updating that she had presented the Sunfish Lake Park Land Trust "Proposed Rights and Restrictions for a Conservation Easement" document to the city council July 15 on behalf of the Park Commission in Chairman Steele's absence. The document was accepted by the council on a unanimous vote. The council did however, express concern over the ambiguity and lack of a definition associated with the detail concerning "low impact recreational improvements according to a park plan approved by the "Land Trust" in the section pertaining to allowable structures and improvements in area 2. Concern was expressed that there is the potential for varying opinions as to what might constitute a low impact recreational improvement. Specifically, council member Smith expressed concern that that an ice skating rink be a future possibility.

Carol Kriegler encouraged the commission to craft a definition of low impact recreational improvements that could then be submitted to the Land Trust. Blackford requested Land Trust staff provide some guidance or examples to be considered as a resource. She and others expressed that any definition should reflect that low impact improvements be limited those that are not in conflict with the values of the easement.

Judith Blackford, Rolf Larson and Sue Dunn agreed to work on crafting a definition to bring forward at the August commission meeting. Rolf Larson agreed to craft the language.

Lowes Partnership Program / Carriage Station Shelter Project Update

Project Assistant Kriegler provided some background information related to the schematic design that was created by Jerry Mazzara, of Design Forum. The schematic was created by Jerry and submitted to Lowes in attempt to define the scope of the project

and secure the Lowes donation of materials and supplies toward the project. Several comments were made regarding the size of the proposed shelter. Discussion centered on the number of picnic tables to be accommodated in the shelter. Kriegler reported that the participants of the Carriage Station picnic shelter project meeting had expressed an interest in the shelter being sized to accommodate as many as four picnic tables, but fitted with just three. They had expressed the desire for several tables for neighborhood use, but expressed some concern about the shelter with multiple tables drawing from the broader community and creating parking problems. This information had been the basis for sizing the shelter as in the schematic drawing. The conceptual drawing was created with the goal of accommodating as many as 4 picnic tables should the need and interest develop in the future. Several members expressed concern about the associated cost of a shelter of that size being placed in Carriage Station Park given the number of improvements that had taken place in the park recently. They expressed interest in a smaller shelter that would be more in keeping with the scale of the park and less costly. Concern was expressed about the disparity of improvements throughout the city's park system with so much improvement in Carriage Station Park in recent years. Given these concerns, discussion followed concerning the establishment of a budget for the project. Interest was expressed in limiting resources for the project to the donations expected to be received, approximately \$7,000 in materials and supplies and \$4,000 from the Lake Elmo Jaycees. Project assistant Kriegler discouraged establishment of a project budget given where the project is in the design process and the lack of information available from which to thoughtfully establish a budget.

(M/S/P Wagner / Adanene, 6-0) Carriage Station picnic shelter costs not to exceed the Lowes Partnership Program gift and Lake Elmo Jaycees donation.

Quarterly Financial Reports on the Park Dedication Fund Balance

At its June meeting, the Park Commission requested that they receive a copy of quarterly financial reports on the park dedication fund balance. Mike Bouthilet gave a brief report on the few purchases that had made during the quarter and Carol Kriegler reported that written reports would be distributed at the next meeting.

Update on City Trail System / Trail Segment Inventory

Carol Kriegler reported that work is continuing on the development of coded trail segment maps and matrix for the comprehensive trail plan. The inventory is intended to serve as a resource for prioritizing and planning future trail improvements.

Update on Stonegate Trail Maintenance Activity

Mike Bouthilet reported that the public works crew conducted trail maintenance activity on the Stonegate trail Friday.

Park Facility and Field Reservation System

Mike Bouthiliet made a brief report on the general nature of scheduled use of the city's athletic fields including use by various athletic associations and affiliated school districts.

Respectfully submitted,
Carol Kriegler
Project Assistant