



## 2017 Parks Commission Strategic Plan of Work

The City of Lake Elmo Park Commission has affirmed their overall goals to be:

- 1) Ensure that our parks and trail system are constructed / maintained.
- 2) Provide recreational amenities that will attract more taxpayer use of public lands.
- 3) Create a safe environment in all our parks.
- 4) Serve as a review body to make sure the “open space” character development is preserved in new developments.

With the broader priorities defined, the 2017 Park Commission Strategic Plan of Work has been broken down into six segments: Planning & Audit; Park Development & Equipping; Maintenance & Refurbishing; Nature & Conservation; Park Awareness; and Finance.

Status and Timeline (projected months in which project will be brought to Parks Commission meeting) are also indicated in order to better manage goals and objectives.

Planning and Audit			
Assess future park needs.			
Project	Specific Tasks	Status	Timeline
Work with the County on updating the Central Greenway Trail Master Plan.	<ul style="list-style-type: none"> <li>Recommend alternative routes for regional trail, as CSAH 17 in downtown Lake Elmo may no longer be best route, and County now has jurisdiction over Co. Hwy. 5.</li> </ul>	Recognition from the County that it will work with City on this Plan.	Based on County's schedule
Update City Trail Plan	<ul style="list-style-type: none"> <li>Work with staff on outlining missing trail connections in order to create a plan that can effectively communicate to developers planned trails within the City.</li> <li>Part of Comp Plan 2040 update.</li> </ul>	In Progress	Dependent on consultant timeline
Work on the Parks and Open Space component of the 2040 Comprehensive Plan update.	<ul style="list-style-type: none"> <li>Work with staff and consultant to gain public input on Parks and Open Space component of Comprehensive Plan.</li> <li>Consider recommendations from Staff and consultant based on community input sessions.</li> <li>Make recommendation to Council on specific changes needed to Comprehensive Plan.</li> </ul>	Not started	Dependent on consultant timeline
Sunfish Lake Park Plan approved by Council.	<ul style="list-style-type: none"> <li>Staff to obtain MN Land Trust approval.</li> <li>Council to approve in early 2017</li> </ul>	In Progress	March

Development Review	<ul style="list-style-type: none"> <li>Continue to make recommendations on development applications with a focus on proper equipping of parks and available park funding.</li> </ul>	Ongoing	Ongoing
50 <sup>th</sup> St Trail	<ul style="list-style-type: none"> <li>Assess feasibility of expansion of 50<sup>th</sup> St Trail</li> </ul>		April
Ridge Park	<ul style="list-style-type: none"> <li>Evaluate need for gravel parking lot</li> </ul>		August
<b>Development &amp; Equipping</b>			
Begin work on approved projects (those in the Capital Improvement Plan or have received a form of funding approval).			
Project	Specific Tasks	Status	Timeline
Lions Park Renovation	<ul style="list-style-type: none"> <li>Make recommendations on specific designs.</li> </ul>	Ideas presented and recommended at January Meeting – Architect to begin drafting plans based on recommendation	March
Savona Park	<ul style="list-style-type: none"> <li>Receive recommendation from Savona residents on design.</li> <li>Include grading/tree removal in park budget.</li> <li>Review proposals to ensure \$150,000 recommended budget is maintained.</li> </ul>	Obtained recommendations from Savona residents	February
Pebble Park Improvements	<ul style="list-style-type: none"> <li>Obtain quotes for approved improvements in 2017 (restrooms, lighting, and security features).</li> <li>Make recommendation on quotes.</li> </ul>	Staff to obtain quotes from vendors	May
Hammes Park	<ul style="list-style-type: none"> <li>Review planned equipment/amenities planned for Hammes Park before installation</li> </ul>	Amenities themselves approved per Development Agreement. Review design before installation	Dependent on developer's submittals
50 <sup>th</sup> Street Trail	<ul style="list-style-type: none"> <li>Obtain quotes</li> </ul>		September
<b>Maintenance &amp; Refurbishing</b>			
Maintain and upgrading park facilities in a manner that increases park use for a relevant experience.			
New soccer and tennis nets, replace swing seats, add benches and garbage cans.	<ul style="list-style-type: none"> <li>Funding approval (estimated \$1100)?</li> <li>Public works to carry out maintenance.</li> </ul>	Recommended by Public Works	July
Move play equipment at Ridge Park to higher	<ul style="list-style-type: none"> <li>Funding approval?</li> <li>Public works to carry out maintenance.</li> </ul>	Recommended by Public Works	July

area that does not have standing water.			
Replace plastic edging at existing parks with concrete.	<ul style="list-style-type: none"> <li>• Funding approval?</li> <li>• Public works to carry out maintenance.</li> </ul>	Recommended by Public Works	July
Look at options to replace wood chips & remove thistle	<ul style="list-style-type: none"> <li>• Staff to create plan for thistle removal.</li> <li>• Gain input on alternative options for woodchips.</li> <li>• Staff to carry out thistle removal and wood chip replacement.</li> </ul>		July
Develop a 5-Year Maintenance Plan of parks	<ul style="list-style-type: none"> <li>• Create plan based on necessity</li> </ul>		July
Make recommendations on maintenance priorities.		Ongoing	Ongoing

## Nature & Conservation

**Mission Statement:** To promote the open space character and commitment to the environment via nature observation amenities and targeted conservation programs.

Project	Specific Tasks	Status	Timeline
Sunfish Lake Forest Management Plan	<ul style="list-style-type: none"> <li>• Obtain approval from MN Land Trust.</li> <li>• Break down plan in to measurable goals</li> <li>• Implement plan.</li> </ul>	Obtained approval from MN Land Trust	June
Sally Manzara Nature Center	<ul style="list-style-type: none"> <li>• Review and make recommendation on Nature Center lease agreement and plans.</li> <li>• Explore opportunities to work with Friends of Lake Elmo on new programs and/or events in Sunfish Lake Park.</li> </ul>	In Progress	February

## Park Awareness

**Mission Statement:** To promote the utilization of City Parks.

Project	Specific Tasks	Status	Timeline
Create a park awareness plan.	<ul style="list-style-type: none"> <li>• Special events, publications, website update, e-blasts</li> <li>• Public input sessions for Comprehensive Plan update</li> </ul>	As needed	As needed

## Finance

**Mission Statement:** To effectively spend parkland dedication funds to meet the objectives of each year's Strategic Plan of Work while maintaining a minimum fund balance of \$100,000.

Project	Specific Tasks	Status	Timeline
Update Capital Improvement Plan if needed to accomplish goals outlined herein.	<ul style="list-style-type: none"> <li>• Reassess funding priorities as needed.</li> </ul>	As needed	May

<b>Formal Policy on How Parkland Dedication Should Be Used</b>	<ul style="list-style-type: none"> <li>• Draft and make recommendation on a formal policy on:</li> <li>• How parkland dedication funds should be allocated for new developments.</li> <li>• Sizing of parks within developments.</li> <li>• \$500 per home for a neighborhood park has been used in the past.</li> </ul>		<b>March</b>
<b>Tablyn Park CIP Amendment</b>	<ul style="list-style-type: none"> <li>• Add rest of Tablyn Park improvements to CIP</li> </ul>	Not included on 2017-2021 draft to Council	<b>May</b>
<b>Demontreville Park Improvements</b>	<ul style="list-style-type: none"> <li>• Add Demontreville Park Improvements to CIP</li> </ul>	Removed from 2017-2021 draft by Council	<b>May</b>
<b>Sunfish Lake Park Improvements</b>	<ul style="list-style-type: none"> <li>• Add Sunfish Lake Park Improvements to CIP</li> </ul>	Removed from 2017-2021 draft by Council	<b>May</b>