



*Our Mission is to Provide Quality Public  
Services in a Fiscally Responsible Manner  
While Preserving the City's Open Space  
Character*

## **NOTICE OF MEETING**

**City of Lake Elmo Park Commission  
3800 Laverne Avenue North  
March 17, 2014 6:30 PM**

## **AGENDA**

- |      |  |                |
|------|--|----------------|
| I.   | Call to Order - Chairman Shane Weis                    | 6:30 PM        |
| II.  | Approve Agenda   | 6:35 PM        |
| III. | Approve February 2014 Minutes                          | 6:40 PM        |
| IV.  | <b>New Business</b>                                    | <b>6:45 PM</b> |
|      | a. Gonyea North Concept Plan – Nick Johnson            |                |
|      | b. Wildflower at Lake Elmo Concept Plan – Nick Johnson |                |
|      | c. Priority Park Action Item/Discussion – Shane Weis   |                |
| V.   | <b>Old Business</b>                                    | <b>7:45 PM</b> |
|      | a. Oak-Land Park JPA – Dean Zuleger                    |                |
|      | b. MPCA Tree Planting Update – Dean Zuleger            |                |
|      | c. Park Sign Update – Alyssa MacLeod                   |                |
|      | d. Pebble Park Equipment – Mike Bouthilet              |                |
| VI.  | <b>Staff Reports &amp; Commission Updates</b>          | <b>8:15 PM</b> |
|      | a. Communication Update – Alyssa MacLeod               |                |
| VII. | Adjourn  | <b>8:30 PM</b> |

*\*\*\*Note: The Public is advised that there may be a quorum of City Council Members in attendance as observers. No official action can or will be taken by the City Council at this meeting.*

*\*\*\*Note: Every effort will be made to accommodate person or persons that need special considerations to attend this meeting due to a health condition or disability. Please contact the Lake Elmo City Clerk if you are in need of special accommodations.*

*\*\*\*Note: This meeting will be video recorded, but not broadcasted, for record-keeping purposes.*



PARK COMMISSION

DATE: 3/17/14

AGENDA ITEM: IV.A – NEW BUSINESS

ITEM: Schiltgen Farms – Parcel B Sketch Plan Review

SUBMITTED BY: Nick Johnson, City Planner

REVIEWED BY: Kyle Klatt, Community Development Director  
Dean Zuleger, City Administrator

---

### **SUMMARY AND ACTION REQUESTED:**

The Park Commission is asked to review a Sketch Plan, Schiltgen Farms – Parcel B, submitted by GWSA Land Development, LLC for a proposed 101 unit single family residential subdivision in the northern portion of the Village Planning Area. The Park Commission is asked to review the plan to provide direction on park and recreation facilities for the development.

---

### **BACKGROUND INFORMATION**

As noted in the Sketch Plan Narrative, the applicants are not proposing a neighborhood park as part of this development at this time. They have noted that the prospective property owner to the north is planning some type of recreational or open space amenity within the natural resource preservation area to the north. In addition, it should be noted that the applicants also have property in the southeast portion of the Village Planning Area owned Schiltgen Farms, Inc. under contract. As part of subdividing this property at a future date, the applicants propose to dedicate land adjacent to Reid Park as an expansion of this park or facility. If this proposal is acceptable to the City, the applicants could receive credit towards their parkland dedication requirements for dedicating land adjacent to Reid Park under this arrangement. The Park Commission should discuss whether or not they are interested in additional land dedications at Reid Park.

In addition, when presenting the Sketch Plan at the Planning Commission on 3/10/14, the applicants were asked by the Planning Commission to provide some small area for a neighborhood park. It was also suggested that this small neighborhood park could be shared with the future development to the east, which is guided for the same level of density as the subject property. At the meeting, the applicants noted that they are not opposed to providing a small neighborhood park. They are seeking direction on whether a neighborhood park is appropriate or desirable to the Park Commission.

Finally, it should also be noted that the City has engaged with discussion with the school district on the possibility of entering a joint powers agreement (JPA) to make facilities at Lake Elmo Elementary School open to the public as a shared City-School District facility. This facility does have two smaller baseball diamonds, one soccer field and playground equipment. If the City entered into a JPA with the school district, these facilities, which are in relative close proximity to the proposed subdivision, could be made available to the public.

**RECCOMENDATION:**

Staff is recommending that the Park Commission provide guidance to the applicants in the form of a formal motion.

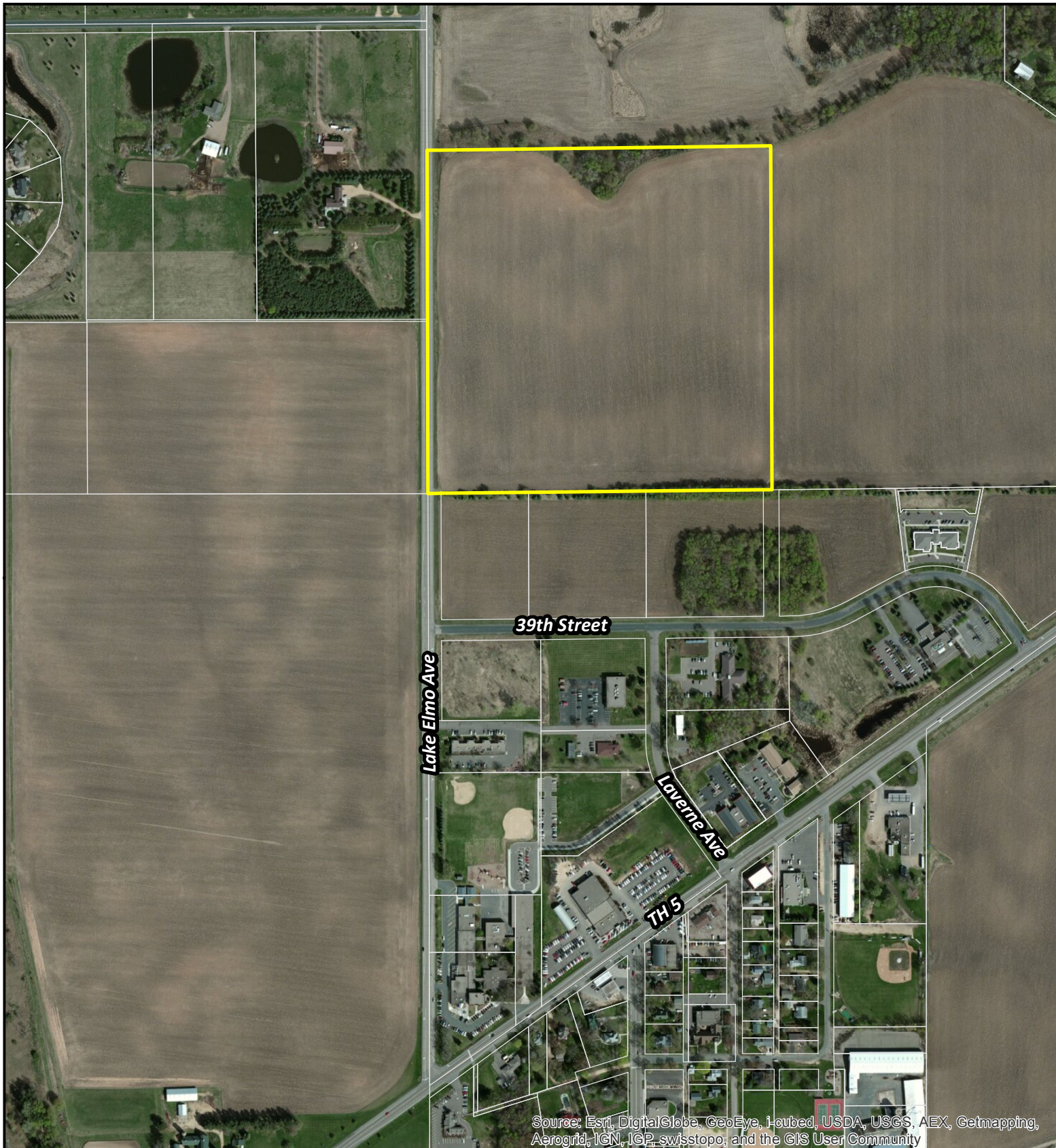
**ATTACHMENTS:**

1. Location Map
2. Sketch Plan Narrative
3. Schiltgen Farms – Parcel B Sketch Plan

**ORDER OF BUSINESS:**

- Introduction ..... City Planner
- Report by Staff ..... City Planner
- Questions from the Commission ..... Chair & Commission Members
- Discussion by the Commission ..... Chair & Commission Members





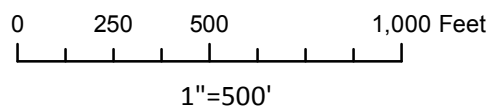
# ***Location Map: 12.029.21.33.0001***



Data Source: Washington County, MN  
3-7-2014



12.029.21.33.0001  
(Sketch Plan Location)







GWSA Land Development, LLC  
10850 Old County Road 15  
Suite 200  
Plymouth, MN 55441

Craig Allen  
952-270-4473  
[Craig@gonyeacompany.com](mailto:Craig@gonyeacompany.com)

## Sketch Plan Narrative Schiltgen Farms – Parcel B March 6, 2014

This project property consists of +/- 39.8 acres (39.8-1.51 ROW=38.29 acres) and is located on the east side of Lake Elmo Avenue North (CSAH No. 17), about 500 feet north of 39<sup>th</sup> Street N. The property is currently used for agricultural purposes. The Existing Land Use is classified as Rural Area Development. The planned Land Use is Village Urban Medium Density. The attached sketch plan shows 101 single family lots, the lots are a minimum of 65 feet in width, with a depth of 130 feet or greater.

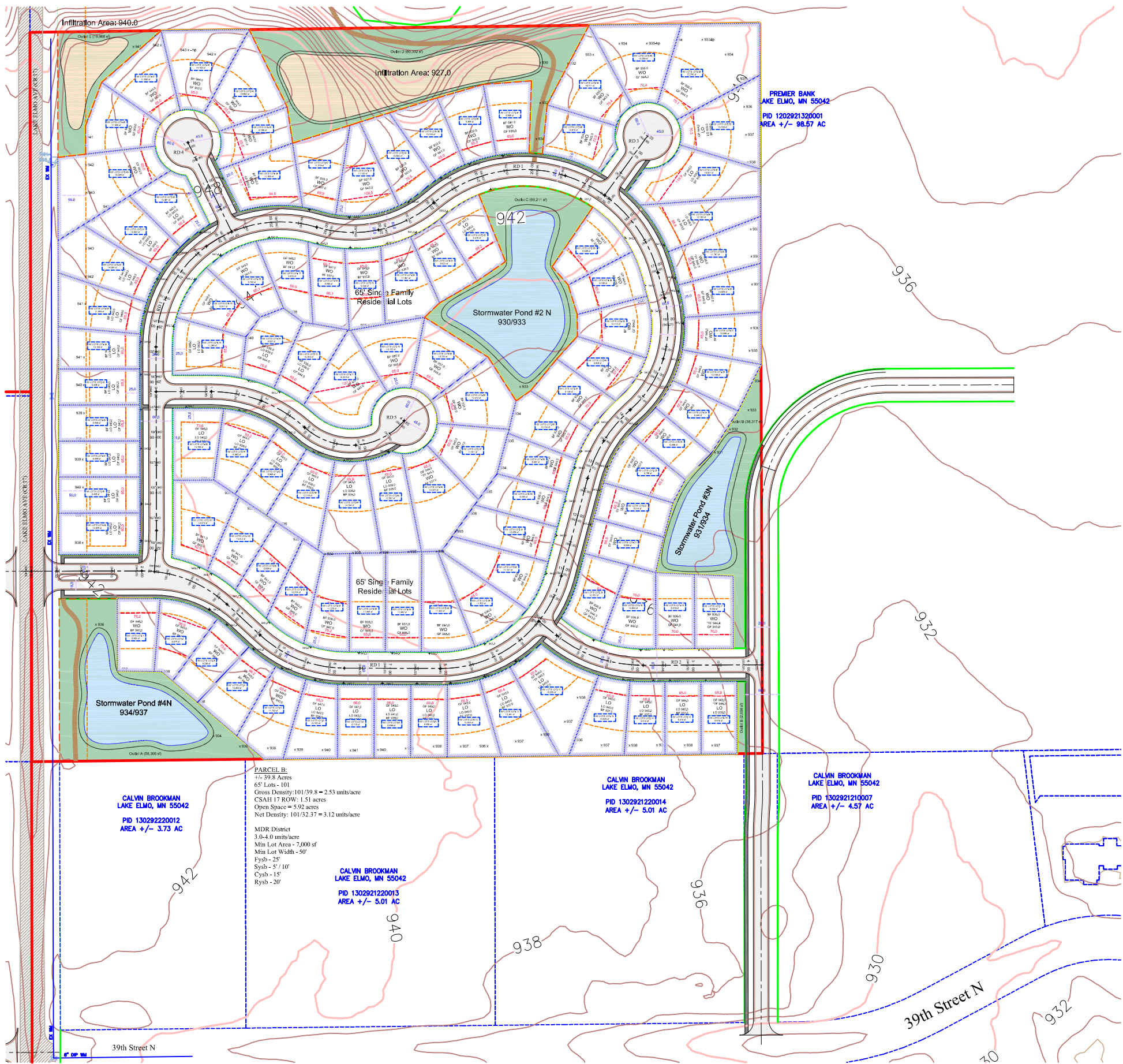
On the Village Land Use Plan, the project site is classified as Village Urban Medium Density (V-MDR). The City has a proposed density goal of 3-4 units per acre. The proposed plan has 101 lots on 39.8 acres, for a gross density of  $101/39.8 = 2.53$  units per acre. The area of open space and ponding is estimated at 5.92 acres, yielding a net area of  $39.8-1.51-5.92 = 32.37$  acres; net density of  $101/32.37 = 3.12$  units per acre.

The MDR residential district has a minimum lot area requirement of 7,000 sf, with a minimum lot width of 50 feet. All of the proposed lots would exceed this requirement. The front yard setback is 25 feet, the side yard setback is 5 feet for the attached garages and 10 feet for the principal buildings. The corner yard setback is 15 feet and the rear yard setback is 20 feet. A 50 foot setback is being proposed along Lake Elmo Avenue North for additional screening. All single family dwellings shall be at least 24 feet in width and at least 960 square feet in area. No variances are being requested with this application.

For park, the Village Open Space Overlay Map defines the area directly north of our development as a Natural Resource Preservation Area and we are aware of plans for park and open space at this location as part of a neighboring development. With this in mind, as well as the close proximity to the Elementary School park and playground, we are not proposing a neighborhood park as part of our development. Our proposal is to dedicate land east of Reid Park, currently under contract with Mr. Schiltgen, also defined on the Village Open Space Map and specifically mentioned in the Village Comprehensive Land Use Plan as a possible "opportunity to acquire environmentally sensitive lands that could be incorporated into recreation". Also per the Comprehensive Land Use Plan, we have incorporated sidewalks throughout our development with connections to neighboring subdivisions and south to 39<sup>th</sup> Street; as well as trail connections along Lake Elmo Avenue from the south and north connecting to the before mentioned Preservation Area.

The main access to the project will be from Lake Elmo Avenue North. The public streets will be 28' back of curb to back of curb, with sidewalk on one side, within a 60' ROW. The cul-de-sacs will have a 45' radius to the back of the curb.

It is anticipated that the project will be constructed in phases of 30-40 lots; with the majority of the site grading work being completed with the first and/or second phase. The project will be served by City Sewer and Water. The City Village Sewer Study Plan shows the proposed Trunk Sanitary Sewer Lines that are proposed to provide service to this project. City water is available for 39<sup>th</sup> Street N. and will be extended to service this site. The stormwater treatment system will be designed to meet the requirements of the City and the Watershed.



DRAWING NAME	NO.	BY	DATE	REVISIONS
xxx				
DRAWN BY				
xxx				
CHECKED BY				
xxx				
DATE				
xxx/xx/xx				

USE (INCLUDING COPYING, DISTRIBUTION, AND/OR CONVEYANCE OF INFORMATION) OF THIS PRODUCT IS STRICTLY PROHIBITED WITHOUT SATHRE-BERGQUIST, INC.'S EXPRESS WRITTEN AUTHORIZATION. USE WITHOUT SAID AUTHORIZATION CONSTITUTES AN ILLEGITIMATE USE AND SHALL THEREBY INDEMNIFY SATHRE-BERGQUIST, INC. OF ALL RESPONSIBILITY. SATHRE-BERGQUIST, INC. RESERVES THE RIGHT TO HOLD ANY ILLEGITIMATE USER OR PARTY LEGALLY RESPONSIBLE FOR DAMAGES OR LOSSES RESULTING FROM ILLEGITIMATE USE.

I HEREBY CERTIFY THAT THIS PLAN OR SPECIFICATION WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Name, P.E. \_\_\_\_\_  
Date: \_\_\_\_\_ Lic. No. \_\_\_\_\_



**SATHRE-BERGQUIST, INC.**  
150 SOUTH BROADWAY WAYZATA, MN. 55391 (952) 476-6000

CITY PROJECT NO.  
—  
**LAKE ELMO,  
MINNESOTA**

**SKETCH PLAN R1 030614**  
**PARCEL B**  
**SCHILTGEN FARMS**  
**GW LAND DEVELOPMENT**

FILE NO.  
3120-047  
**1**  
**3**











PARK COMMISSION

DATE: 3/17/14

AGENDA ITEM: IV.B – NEW BUSINESS

ITEM: Wildflower at Lake Elmo Sketch Plan Review

SUBMITTED BY: Nick Johnson, City Planner

REVIEWED BY: Kyle Klatt, Community Development Director  
Dean Zuleger, City Administrator

---

### **SUMMARY AND ACTION REQUESTED:**

The Park Commission is asked to review a Sketch Plan, Wildflower at Lake Elmo, submitted by Robert Engstrom Companies, for a proposed 143 unit single family residential subdivision in the northern portion of the Village Planning Area. The Park Commission is asked to review the plan to provide direction on park and recreation facilities for the development.

---

### **BACKGROUND INFORMATION**

As noted in the Sketch Plan Narrative, the applicants are proposing some type of conservancy in the northern portion of the site. Planning for this amenity is very preliminary at this time, and it is still not determined if there will be a public component. In addition to this natural preservation area, the applicant is proposing to include multiple interior park-like courts within the residential development. It is the City's understanding at this time that these lands will be private and HOA maintained.

The proposed subdivision has yet to be presented to the Planning Commission or City Council. However, in reviewing a Sketch Plan for a single family neighborhood proposed on the property to the west, the Planning Commission requested that a small neighborhood park be incorporated into the plan. In addition, they suggested that the small neighborhood park could be shared with the Wildflower at Lake Elmo development. The Park Commission should consider if and where a neighborhood park would be appropriate in for this proposed development.

Finally, it should also be noted that the City has engaged with discussion with the school district on the possibility of entering a joint powers agreement (JPA) to make facilities at Lake Elmo Elementary School open to the public as a shared City-School District facility. This facility does have two smaller baseball diamonds, one soccer field and playground equipment. If the City entered into a JPA with the school district, these facilities, which are in relative close proximity to the proposed subdivision, could be made available to the public.

---

### **RECCOMENDATION:**

Staff is recommending that the Park Commission provide guidance to the applicants in the form of a formal motion.

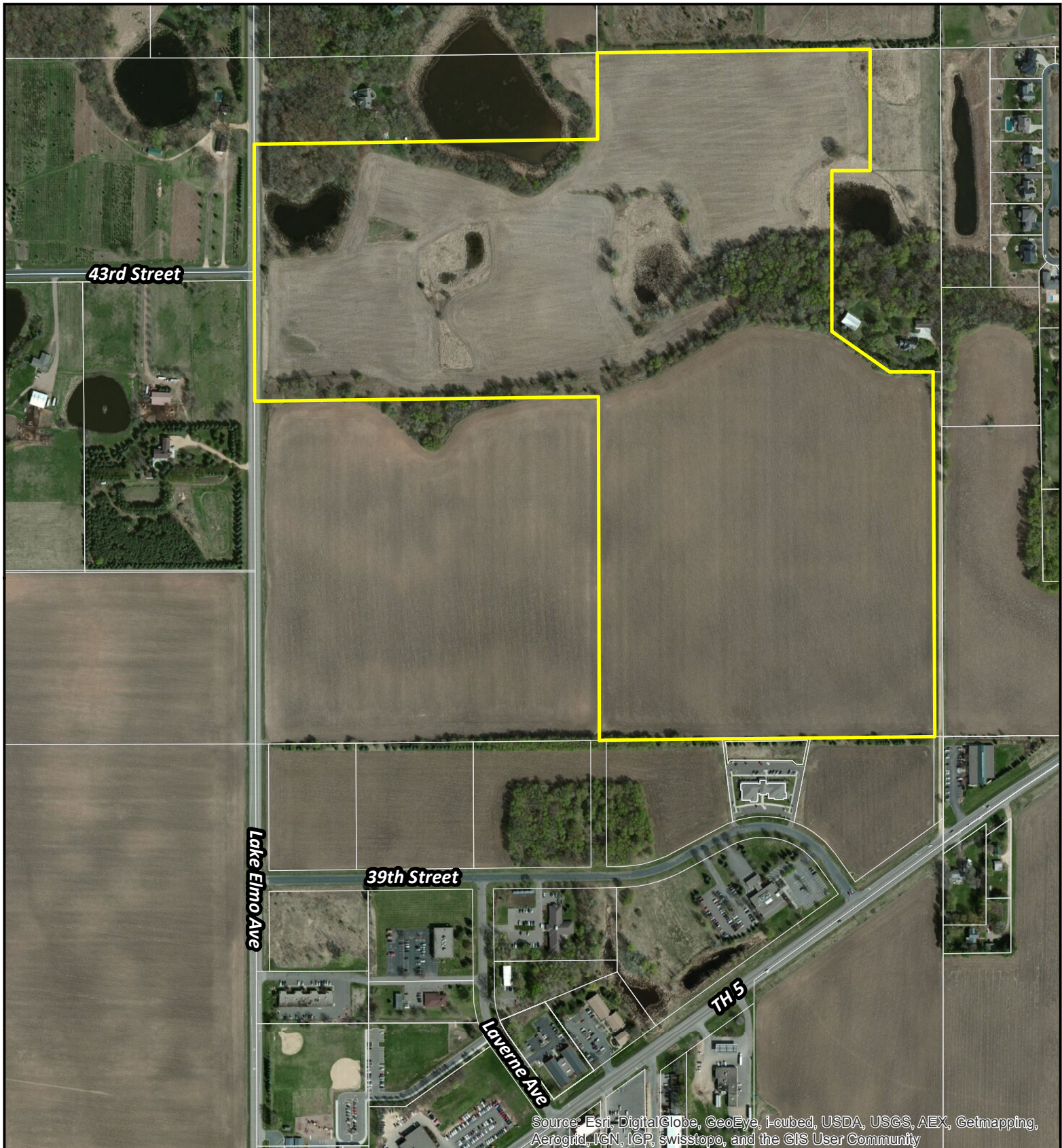


**ATTACHMENTS:**

1. Location Map
2. Sketch Plan Narrative
3. Wildflower at Lake Elmo Sketch Plan

**ORDER OF BUSINESS:**

- Introduction ..... City Planner
- Report by Staff ..... City Planner
- Questions from the Commission ..... Chair & Commission Members
- Discussion by the Commission ..... Chair & Commission Members



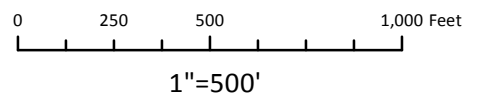
# ***Location Map: Wildflower at Lake Elmo***



Data Source: Washington County, MN  
3-13-14



12.029.21.32.0001  
Wildflower at Lake Elmo





# ROBERT ENGSTROM COMPANIES

Bob Engstrom, 3/6/2014

## Wildflower at Lake Elmo

Robert Engstrom Companies has acquired a 101-acre site. The site is located west of the second phase of The Fields of St. Croix and in close proximity to the Old Village of Lake Elmo.

Approximately 60 acres, when combined with an outlot from The Fields of St. Croix, will be dedicated to Natural Habitat restoration and creation, along with surface water management.

A preliminary site plan has been prepared which has structure that relates to the fabric of the Old Village and embodies much of the Lake Elmo planning that has occurred in recent years. There are four different types of residential housing products. Sixty six lots are approximately 60X115' in a Garden Court setting that has interior park-like features in the center of the block, similar to our long-lasting Summit Place development in the Cathedral Hill district of St. Paul. This product would have association- maintained exterior grounds and be attractive to empty nesters, baby-boomers, singles, and others. Target price range is estimated at \$300,000-375,000. Most of these homes face the street, thereby providing an attractive streetscape. The second product is 80 and 90 foot wide lots by 135' and suitable for custom homes. A grouping of nine lots overlooks a proposed wetland area and prairie. Another product is 10 high-value sites on the bluff overlooking the Wildflower Conservancy. The last product is ten lots adjacent to Lake Elmo Avenue and adjoining the Wildflower Conservancy. Hopefully, these homes will provide surveillance for the large natural area and maybe even discourage the deer.

All homes will strive to have distinctive architectural design and will be subject to architectural approval by the developer.

### Utilities

City water and sanitary sewer will be available to this site.

The preliminary site plan shows new surface water retention and treatment areas on the adjacent farm field and retention areas on the lower level of the conservancy. It is a goal to keep all storm water on site. A wetland delineation has been completed and subject to Barr Engineering review in the spring.

**...RESIDENTIAL COMMUNITY DEVELOPERS...**

4801 West 81st Street • Suite 101 • Minneapolis, Minnesota 55437

www.engstromco.com • (952) 893-1001 • Fax (952) 893-1841



# ROBERT ENGSTROM COMPANIES

Wildflower is intended to capitalize on the national Healthy Communities movement. The sidewalks and pathways will be convenient walking and biking opportunities. The landscape philosophy is to include some bee and pollinator-friendly plants as part of each homeowner's landscape. Public art might include distinctive benches, street signs, mailboxes, and sculpture. Dark skies street and home lighting will be friendly to pollinators and people alike.

In 1994, at Cloverdale Farm, we required, in the Declaration of Covenants, that the homeowner maintain at least one-half of their 2 1/2 acre lot in natural landscaping. Wildflower is adjoining the Old Village of Lake Elmo and has smaller lots with sanitary sewer and municipal water service. It is believed that requiring homeowners to include some native plantings as part of their landscape plan in a new residential development will be a "timely first" for Minnesota and, perhaps, nationwide. Douglas Tallamy, the esteemed University of Delaware professor, and author of "Bringing Nature Home" says that the bee/pollinator crisis will only be solved by individuals planting native plants in their own yards.

## Wildflower Center

A possible wildflower center that serves as a signature for the Wildflower development is located near the State Highway #5 entrance.

At present there is a three fold mission for the center which will be part of the Wildflower Conservancy:

1. Demonstrate agricultural practices that can be compatible with native pollinator habitat.
2. Serve as an educational resource for native plants for homeowners and public officials.
3. Provide a gathering place for neighborhood and city social events. This is consistent with National Healthy Community guidelines which encourage a destination for walkers and bikers and also serves as a meeting place for social interaction.

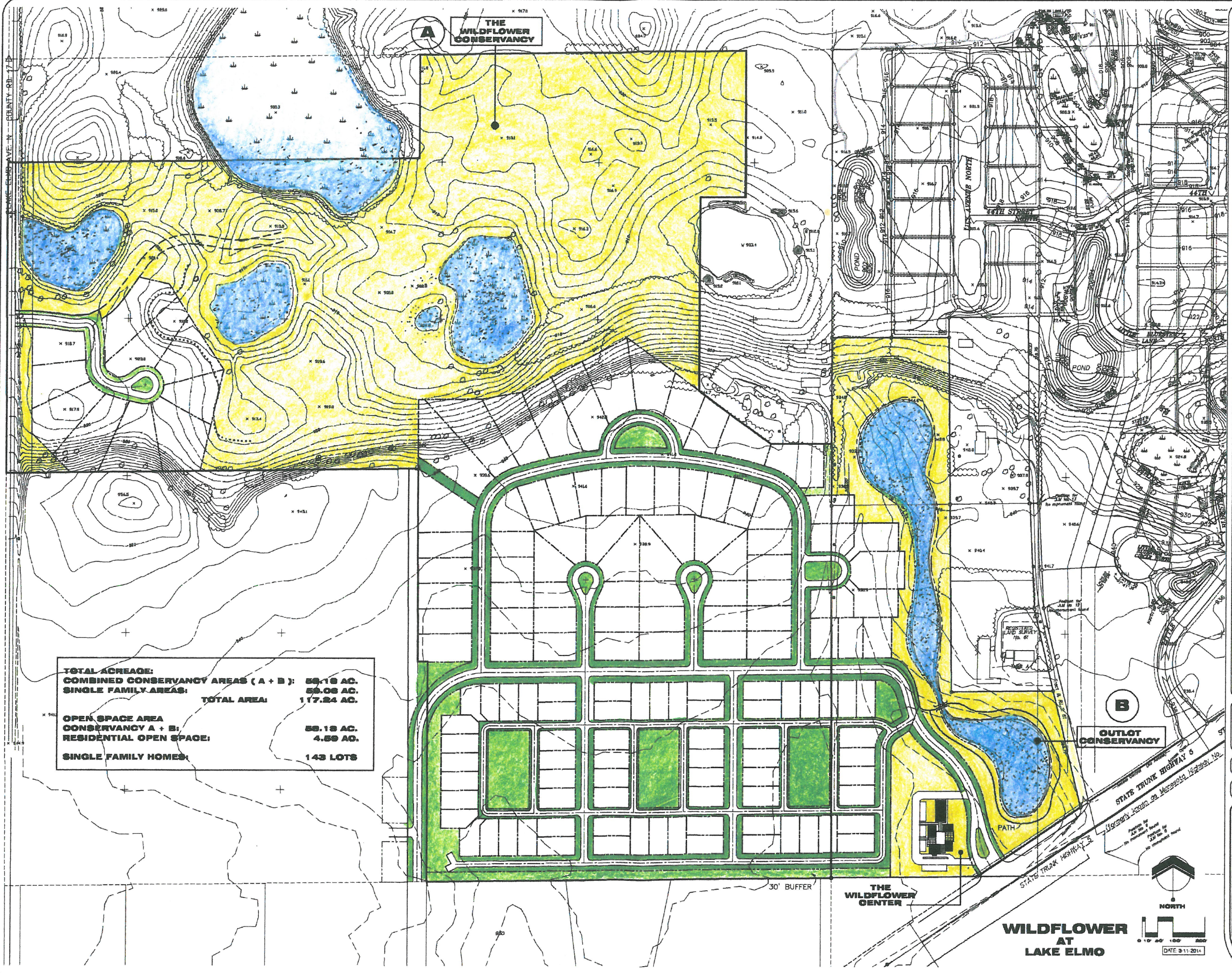
The organization and funding of the Wildflower Conservancy are yet to be determined. Details such as a farmers market facility are yet to be discussed.

## ...RESIDENTIAL COMMUNITY DEVELOPERS...

4801 West 81st Street • Suite 101 • Minneapolis, Minnesota 55437

[www.engstromco.com](http://www.engstromco.com) • (952) 893-1001 • Fax (952) 893-1841





**TOTAL ACREAGE:**  
**COMBINED CONSERVANCY AREAS ( A + B ): 59.18 AC.**  
**SINGLE FAMILY AREAS: 59.08 AC.**  
**TOTAL AREA: 117.24 AC.**

**OPEN SPACE AREA**  
**CONSERVANCY A + B: 59.18 AC.**  
**RESIDENTIAL OPEN SPACE: 4.59 AC.**

**SINGLE FAMILY HOMES: 143 LOTS**

DESIGN: \_\_\_\_\_  
DRAWN: \_\_\_\_\_  
CHECKED: \_\_\_\_\_

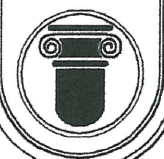
REVISIONS: \_\_\_\_\_  
DATE: \_\_\_\_\_  
#:

**WILDFLOWER**  
**AT**  
**LAKE ELMO**  
LAKE ELMO, MN

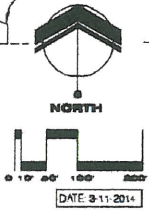
**CONCEPT**  
**SITE PLAN**

SHEET: **1** OF: **1**

**DESIGN**  
**FORUM**  
**INCORPORATED**  
ARCHITECTURE / PLANNING  
LANDSCAPE ARCHITECTURE  
4201 78TH STREET, SUITE 101  
MINNEAPOLIS, MINNESOTA 55412  
PH: 952.831.4841 FAX: 952.831.2904



**WILDFLOWER**  
**AT**  
**LAKE ELMO**





### **Audit Priority Work Session – December 2013**

Due to getting through agenda efficiently, Zuleger suggested amending the agenda to include an audit priority work session. Weis added that the agenda should also be amended to include a date change for the January meeting.

Agenda amended to include additional work from the audit and moving January meeting due to MLK holiday. Meeting was moved to Thursday, January 30.

### **M/S/P: Ames/Steele: Agenda approved as amended. Approved 7-0**

Zuleger asked the commission how they would like to tackle the audit and prioritize. Weis asked to clarify objective. Zuleger responded that the objective is to determine how to spend the \$220 allocated to park improvements. Steele expressed concern that it would be hard to prioritize without knowing cost of improvements. Zuleger reminded the commission that they have excess funds available (up to \$900k) if needed and an additional \$150k-\$200k would likely be added this year from new development.

The commission agreed to go through the audit and prioritize line by line, recognizing two parks most in need of improvements to focus on.

Zuleger informed the commission that Gonyea and Mattamy development would likely bring some improvements to Reid Park, next spring. Frick asked how many acres will be added to Reid. Zuleger said it would likely be 8-10 acres.

Steele asked why they were only looking at six parks. Zuleger responded that they are the only ones that were audited. Steele confirmed the parks that weren't audited: Stonegate, Kleis, Parkview (Park Ridge), Fields II, Tana. There is also an understanding that there will be a joint park at OakLand Jr. High. Steele confirms that they should be free to add in additional parks that they think might need some work.

#### *Inviting Entrance:*

Priority was ranked: 1. Pebble, 2. Reid, 3. Tablyn. Steele suggested doing signage system-wide; determined a high priority by commissioners. Zuleger said they would take a look at Carol Kriegler's work with signs.

#### *Way-finding signs.*

Steele suggested that entrance signs and way-finding signs go together. Ames suggested that way-finding signs are more important in some parks than others (where you can see everything from the entrance of the park). Nelson suggested auctioning old signs.

Reeves suggested focusing on big bucket items rather than on details in order to remain timely.

#### *Park Lighting.*

Commission agreed that lighting is a high priority Ames suggested that they differentiate what type of lights they need and where they are needed.

Steele moved to put Pebble as first priority, Reid and Tablyn second priority.



## **M/S/P: Hartley/Ames: approve lighting priorities. 7-0**

### *Park Safety.*

Nelson asked what electrical costs would be in parks that don't already have it. Zuleger said it would be \$1,500 at best.

Sunfish, Pebble, Tablyn, Reid were ranked in order of illegal activities.

Zuleger said that webcams are relatively inexpensive, also suggested call boxes as an option for parks with power. Weis asked if police reports were primarily crimes being inflicted on people or illegal activity. Zuleger responded that it depends on park. Primarily loitering at Reid, drug activity at Pebble.

Steele moved to prioritize installing cameras or call boxes in Sunfish, Pebble, Tablyn and Reid. Commission agreed.

Steele suggested that disabled accessibility be considered low priority, as they are in good shape. Bouthilet replied that standards are changing and it will need to be assessed at least.

### *Parking.*

Hartley stated that increasing parking at Tablyn is priority. Steele added Carriage Station was in need in parking as well; currently streets are too narrow. Steele suggested digging road out a few feet and adding parking spaces along the side of the road and asked if it is feasible? Bouthilet responded that there is limited room for parallel parking.

Weis asked about the Park off Inwood had parking; mentioned that it is not discussed much but is heavily used.

Pebble, Tablyn determined priority for parking.

### *Pathways/Trails*

Zuleger mentioned connection issues will be addressed at Reid and Tablyn (sidewalks at Reid/30<sup>th</sup>, and trail connection at Tablyn)

Internal pathways well marked and maintained? Hartley mentioned that the stairs in Tablyn are in need of work; trails need to be marked at Pebble. Ames thinks the staircase in Tablyn needs to be looked at in terms of safety; Pebble improvements determined on the rest of the park plan), therefore leaving Tablyn at 1. Steele agrees steps at Tablyn priority; clearing brush in sliding hill.

Commission discussed reconfiguring ball diamond at Tablyn – backstop close to retaining wall; bumpy field.

Zuleger mentioned that Stonegate will be expanded by new development that was just approved (boulder ponds).

Pebble and Tablyn determined priority for pathways and trails.

### *Maintenance*

Steele asked for Bouthilet's recommendations regarding what needs to be replaced; to bring to next meeting.

Pebble, Reid Tablyn determined priority at this time.

### *Amenities*

Steele asked if this section was referring to capital improvements. Zuleger clarified that they already touched on capital improvement with parking. Steele suggested Pebble and Tablyn as priorities in amenities.

Weis asked if the LERT goes through, if the county would be interested in developing a new parking lot that serves as an entrance serving both Tablyn and the Reserve. Zuleger anticipated they will know by spring if they are included in the master plan. Ames suggested creating a contingency plan around parking in spring.

Weis suggested that what is left are 'big dream' items – restrooms, ball field, etc. Weis asked each commissioner to suggest top item for improvement.

Hartley: Volleyball courts and move basketball court at Pebble. Lighting in parking and courts – also adding bathrooms.

Zuleger reminded the commission that from the retreat the commission decided to add one bathroom each year.

Steele: Pebble ranks top; but not sure on highest priority for bathroom.

Weis: As part of LERT master plan, funding may be available for a restroom at Tablyn

Ames: Transform first 100 yards of Pebble as you enter - from street to swing set.

Silvernale: Restroom combined with a picnic shelter (not park specific).

Zeno: Supports work in Pebble Park

Frick: Pebble top priority based on what was seen in audit. In Tablyn hopes that funding can be picked up through trail; hopes improvements in Reid may be funded in part by new development.

Hartley: Can't see into the entrance at Reid; at least wants to take down some weeds to open up visibility

Frick: Thought some cameras and a lit parking lot could help at Reid.

Ames: Adds brush removal to the list

Hartley: Discusses issues with buckthorn off of Ideal.

Nelson: Preserve character of the ball fields in VFW and Lions, but would like to see them upgraded.

Hartley mentioned flooding in Lions/VFW. Zuleger responded that they are in the process of Washington county study and there are three issues that are naturally taking care of themselves. Options are being looked at including retention ponds/drainage considerations.

Weis asked about time frame on the city center park project. Reeves responded that the village work group is looking at village green, plans are still being solidified. Zuleger added that plans are dependent on airport zoning.

Nelson mentioned the perspective of guests coming from out of town and how they view the downtown parks.



Zeno suggested that because they are unsure what is going to happen in that area, maybe best to do temporary cosmetic touches but not invest a lot. Zuleger agreed that would be prudent; looking at 3 years to finalize plans due to airport zoning and railroad crossing.

Ames mentioned utilizing new development to support trail plan. Zuleger responded that trails were being implemented with new development.

Weis summed up big bucket priorities: Pebble, Reid, VFW (smaller bucket). Unsure on improvements in Tablyn based on timing of LERT.

Commission reviewed Boulder ponds trail structure plan/map.

March 2014

**JOINT POWERS AGREEMENT AND DEVELOPMENT AGREEMENT FOR ESTABLISHMENT  
OF \_\_\_\_\_**

**THIS AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_, 2014, by and among the City of Lake Elmo,, Washington County, Minnesota ("Lake Elmo") and Stillwater Area Public Schools, ISD 834 ("District").

**WITNESSETH:**

**WHEREAS**, the District and Lake Elmo have identified the opportunity to partner in the development of a multi-use public park located on approximately 3.7 acres in the northeast corner of the Oakland Junior High School campus wholly owned by the District noted on Exhibit A ("the Property");

**WHEREAS**, a multi-use park may consist of a playground structures, picnic areas (including tables), walking paths connecting to regional trails, conservation areas, bathrooms, and other park amenities meant to compliment the recreational and athletic nature of the Oakland Junior High School campus;

**WHEREAS**, the location of a multi-use public park affords a recreational benefit and increased quality of life for taxpayer-investors of both Lake Elmo and the District in a quadrant of the community, which includes a large affordable housing complex, that is currently not served by a park;

**WHEREAS**, in exchange for the quiet enjoyment and use of the 3.7 acres of land, Lake Elmo agrees to make available appropriate parkland dedication funds to help in the purchase and development of infrastructure, athletic fields, sport courts and other equipment needed to support the multi-use park and publically-accessible recreational portions of Area A and Area B noted on Exhibit A.

**WHEREAS**, the partnering of Lake Elmo and the District to co-develop a multi-use park is a prudent use and an excellent example of utilizing tax dollars and real property;

**WHEREAS**, Minnesota State Statutes 471.59 authorizes two (2) or more governmental units by agreement of their governing bodies jointly and cooperatively to exercise any power common to the contracting parties or similar powers, including those which are the same except for the territorial limits within which they are exercised; and,

**WHEREAS**, cities authorized to enter into development contracts as contemplated in Minnesota Statutes Section 462.358, Subd. 2(a); and,

**WHEREAS**, the parties hereto desire to set forth the respective rights and obligations of the parties to this agreement.



**NOW THEREFORE, IT IS HEREBY AGREED** by and among the parties as follows:

## **ARTICLE I**

### **Responsibilities of Lake Elmo**

**1.1.** Lake Elmo and the District will cooperate to reach **an operational agreement** which shall be reduced to writing on establishment of a multi-use park on the Oakland Junior High campus property by April 15, 2014.

**1.2.** The Lake Elmo Planning Staff will work with the District to determine a legal property description ("metes and bounds") of the approximately 3.7 acres (guided by Exhibit A) in the northeast quadrant of the Oakland Junior High campus for the purpose of a multi-use park.

**1.3.** After the execution of this Agreement by both parties, Lake Elmo will formally designate the assigned multi-use park property and the recreational portions of Area A and Area B of the Oakland Junior High campus as "official City parkland" to allow the District to take full advantage of Minnesota Statutes Section 466.03 Subd. 6(e) providing recreational immunity from liability; and in conjunction with Minnesota Statutes Section 466.03 Subd. 23.

**1.4.** After the execution of this Agreement, Lake Elmo Parks Commission will make available, appropriate parkland dedication funds for the purpose of purchasing infrastructure, playground equipment, athletic field / field equipment, sport courts, or other hard assets allowed by Minnesota Statutes 462.358 Subd. 2 (b) for use by the general public in the designated recreational areas of the Oakland Junior High Campus. The Park Commission will authorize an \$80,000 parkland dedication fund allocation for the installation of (3) new publically-accessible tennis courts in Area A of the Property to be disbursed at the execution of this Agreement.

**1.5.** Lake Elmo will provide appropriate signage for the approximate 3.7 acre multi-use park designating the area as a joint venture between Lake Elmo and the District. **The park shall be named "Oakland Neighborhood Park". Lake Elmo agrees to maintain all park & picnic equipment, including structures, placed in the 3.7 acre multi-use park area.**

**1.6.** Lake Elmo Park Commission will provide a park master plan for the District's approval on the installation of infrastructure, land use and practical utilization of "Oakland Neighborhood Park" by September 1, 2014.

**1.7** Lake Elmo recognizes that Area A and Area B will not function as a public park or be available for public use during regular school hours. Lake Elmo recognizes that priority use for all areas described in this Agreement belongs to the District and will not schedule any activities that may conflict with the priority use.

## **Article II**

### **Responsibilities of the District**

**2.1.** The District and Lake Elmo will cooperate to reach an **operational agreement** on establishment of a multi-use park on the Oakland Junior High campus property by April 15, 2014.

**2.2.** The District shall, at their expense, survey the approximate 3.7 acres of Property located in the northeast quadrant of the Oakland Junior High campus and provide Lake Elmo with a property description ("metes and bounds") for the area to be assigned the purpose of a multi-use park.

**2.2.** After the execution of this Agreement, the District shall grant Lake Elmo access to the approximate 3.7 acres assigned for the purpose of preparing the site for the eventual use as a multi-use park. The District will grant Lake Elmo the right to clear the site of dead wood, brush, debris; perform forestry duties to preserve trees and clear portions of the site for the installation of approved site & use plan for Oakland Neighborhood Park.

**2.4.** The District agrees to review and approve a park master plan for the installation of infrastructure, land use and practical utilization of Oakland Neighborhood Park by October 31, 2014

**2.5.** After the execution of this Agreement, the District shall submit an invoice for the current 2014 tennis court expansion of 3 courts not to exceed \$80,000 to be paid net 15 days by Lake Elmo from parkland dedication funds.

**2.6.** The District agrees to provide maintenance of the general landscape approximate 3.7 acre Oakland Neighborhood Park and the publically-accessible recreational portions of Area A and Area B that would include mowing, trimming, and other groundskeeping functions (see Exhibit A) in exchange for annual consideration of City parkland dedication funds. The District will maintain all recreational equipment and fields in Area A and Area B.

**2.7.** The District will submit parkland dedication fund requests for infrastructure improvements for the approximate 3.7 acre park and publically-accessible recreational portions of the Oakland Junior High (unclear) by July 1<sup>st</sup> of each year for consideration by the Lake Elmo Park Commission for inclusion in the following year's capital improvement budget.

### **ARTICLE III**

#### **Default**

**3.1 Default.** In event of any breach of this Agreement that is not cured within (30) days of written notice of the breach, describing the nature of the default and what action, if any is necessary to cure the breach, the non-defaulting party may declare this Agreement to be in default.

**3.2 Rights and Remedies.** The rights and remedies available under this Agreement shall be in addition to the rights and remedies available by law.

**3.3 Waiver.** No action of failure to act any party to this Agreement shall constitute a waiver of a right or duty accorded under this Agreement.

### **ARTICLE 4**

#### **Miscellaneous Provisions**

**4.1 Benefit and Entire Agreement.** This Agreement shall inure to the benefit of and shall be binding upon Lake Elmo and District and their respective successors and



assigns. This Agreement represents the entire agreement between Lake Elmo and District.

**4.2 Amendment and Modification.** This Agreement may be amended or any of its terms modified only by a written document duly authorized, executed and delivered by Lake Elmo and District.

**4.3 Further Assurance and Corrective Instruments.** Lake Elmo and District each agree, upon written request of the other, to execute and deliver instruments and documents of further assurance as may be reasonably required to carry out the intention of this Agreement.

**4.4 Counterparts.** This Agreement may be executed in several, each of which shall constitute one and the same instrument.

**4.5 Governing Law.** This Agreement shall be governed by the laws of the State of MINNESOTA.

**4.6 Notices.** All notices, demands or other communication under this Agreement shall be in writing and shall be deemed to have been duly served when delivered to the person for which it was intended, or when mailed, first-class mail, postage prepaid, as indicated below:

If to Lake Elmo:                      City of Lake Elmo  
   City Administrator  
   3800 Laverne Avenue North  
   Lake Elmo, MN 55042

If to District:                      Stillwater Area Public Schools, ISD 834  
   Superintendent  
   1875 Greely Street S.  
   Stillwater, MN 44082

**4.7 Severability:** The invalidity or unenforceability of any provision of this Agreement, in no way, affect the validity or enforceability of any other provision of this Agreement, all of which shall remain in full force and effect.

[Remainder of page left blank intentionally]

**IN WITNESS WHEREOF**, the City of Lake Elmo and the Stillwater Area Public Schools ISD 834 have caused this agreement to be duly executed on the day and the year first above written.

**CITY OF LAKE ELMO**

By \_\_\_\_\_  
Mike Pearson, Mayor

By \_\_\_\_\_  
Adam Bell, City Clerk

Attest \_\_\_\_\_  
Dean Zuleger, City Administrator

**ISD 834 – STILLWATER AREA PUBLIC SCHOOLS**

By: \_\_\_\_\_  
Its School Board Chair

By \_\_\_\_\_  
Its School Board Clerk

Attest \_\_\_\_\_  
Corey Lunn, Superintendent





In partnership with



# Park Entrance Sign Replacement Proposal (v2)

## February 25, 2014

[www.impressionsigns.com](http://www.impressionsigns.com)

651-328-6600

# Why Impression Signs and Graphics?

## **Mission:**

**Our mission** is to contribute to our client's success by creating first and lasting impressions through effective signage solutions.

## **Core Values:**

### Integrity:

Simply put, we don't lie.

### Value:

We strive to listen to our client's needs and provide consultative input to deliver signage solutions that maximize the value of their investment and deliver results that exceed expectations

### Partnership:

Our success is dependent on strong partner relationships with our clients, our suppliers, and in many cases, even our competition.

## The Impression Pledge - Peace of Mind!

In concert with this philosophy Impression Signs and Graphics pledges complete peace of mind to our customer partners by delivering what was agreed upon in advance and then standing behind our work. Satisfaction Guaranteed!

We are part of SignWorld, a network of 270 independently owned and operated non-franchise sign companies across North America. The access to the cumulative expertise across this network provides enhanced consultative capability that ultimately benefits our clients.

# City of Lake Elmo Requirements

- Low maintenance/weather-proof material
- Modular design, so that the hours and activities can be replaced easily if needed
- Monument-sized, marking the entrance to the park; large enough to be visible at a distance
- We will need at least 17 of these signs produced

Design  
Concept





# Lake Elmo Parks Signage

## Option 1 – Sandblasted Extira

**Main Panel**

1.25" thick x 48"h x 96"w single side sandblasted Extira panel

**Info Panels**

Two 1.25" thick x 15"h x 96"w single sided sandblasted Extira panels

**Finish**

Panels painted up to 4 colors from client supplied vector artwork

**Posts**

6"x6" x 168" Cedar Post, painted 1 color, routed slots for main sign panel mounting

**Pricing**

Per unit price for 17 signs - \$3445

Per unit price for 1 sign only - \$4310

(note, slightly higher than originally quoted due to longer posts, actual post length to be determined on final design spec based on desired ground clearance from bottom panel and pricing adjusted if applicable)

Delivery to single location included in price

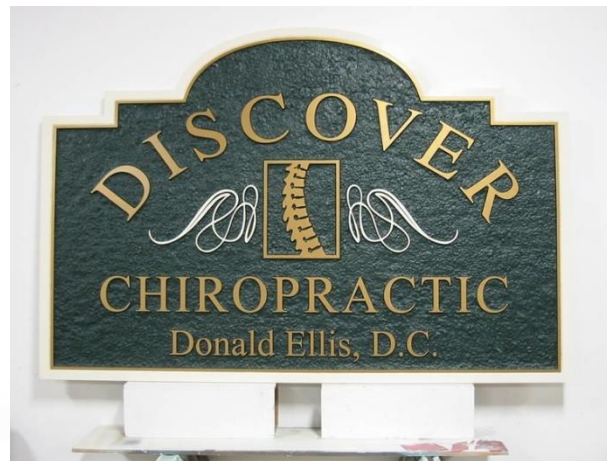
Optional Installation - \$800 per sign

1 year warranty

**Design Notes:**

- Sandblasted Extira creates a rich dimensional signage look (see examples in upcoming slide).
- Depending on required viewing distance at each park location, larger signs, all caps text, or alternative font can be utilized to ensure desired visual impact.
  - Impression Signs and Graphics can provide additional design services if needed at \$75/hour

# Sandblasted Extra Examples





# Why Extira

- Durable Composite Material
- Rot Resistant
- High visual impact dimensional signage
- Green solution



With the Earth's natural resources in limited supply, choosing products that are manufactured responsibly is more important than ever. Extira uses sustainable products throughout its production processes, has initiated energy saving programs in its facilities, and has earned third-party certification for no added urea formaldehyde and the use of recycled content in its products. Extira products also contribute to industry green building programs.

See much more about Extira at [www.extira.com](http://www.extira.com)

## Limitations:

- Copy change on information panels will require new panel fabrication and installation

# Lake Elmo Parks Signage

## Option 2 – High Density Polyethylene (HDPE)



### Main Panel

3/4" thick x 48"h x 96"w single sided CNC routed 3-ply HDPE. (logo in design represented by single color of the panel)

### Info Panels

Two 3/4" thick x 15"h x 96"w single sided CNC routed 3-ply HDPE. Panels attached via angle brackets for easier change out if necessary.

### Finish

HDPE Standard Colors of choice (see next slide for color options)

### Posts

6"x6" x 168" Cedar Post, painted 1 color, routed slots for main sign panel mounting

### Pricing

Per unit price for 17 signs - \$3485

Per unit price for 1 sign only - \$4360

Alternative to achieve full color logo – routed oval in main panel with PVC panel mechanically fastened with printed vinyl graphic attached.

Delivery to single location included in price

Optional Installation - \$800 per sign

1 year warranty

### Design Notes:

- Sandblasted Extruded creates a rich dimensional signage look (see examples in upcoming slide).
- Depending on required viewing distance at each park location, larger signs, all caps text, or alternative font can be utilized to ensure desired visual impact.
  - Impression Signs and Graphics can provide additional design services if needed at \$75/hour



# High Density Polyethylene (HDPE)

## Benefits:

- Nearly indestructible material
- Graffiti resistant
- Price slightly higher than Sandblasted Extruded, depending on design and logo color requirements.

## Limitations:

- Choice of color combinations – no exact color match – custom colors available for additional cost/lead-time, but cost prohibitive for a project this size due to large lot requirement
- Two color max per sign panel
  - Can route out and mechanically fasten other materials where other colors are required.
- Limited to panels in 4' x 8' sheet size, seaming not recommended on sign panels.

See

<http://www.kingplastic.com/products/all-products/king-colorcore/>

For more about engravable HDPE

## Standard Color Choices



# Summary Comparison

	Sandblast composite Extira	HDPE – 2 color panels – standard colors	HDPE – 2 color panels – standard colors with printed full color logo graphic attached
Price/ea if all 17 ordered at once.	\$3,445	\$3,475	\$3,700
Low maintenance	Yes	Yes	Yes
All Designs are Modular (can change hours/ activities) Cost to change info panels with same material	Approx \$700/ panel	Approx \$700/panel	Approx \$700/panel
Alternative panel change cost (HDU with printed vinyl graphic)	Approx \$350/panel	Approx \$350/panel	Approx \$350/panel
Expected life of sign	7-10 years	10+ years	
Warranty	1 year	No explicit warranty on material life, but extremely durable and fade resistant. This is the material many park play systems are made of.	

Optional Installation Estimate - \$800/sign



# Additional Information

- 50% Deposit due with initial order
- Balance due upon completion but prior to shipment.
- Estimated prices are based on our interpretation of the information submitted to us
- Any design changes could result in price variation, to be confirmed prior to order.
- Exterior signage useful life can vary based on location, weather conditions, and human elements beyond the control of the sign manufacturer.
- If installed by Impression Signs and Graphics, City to coordinate Gopher One Call line marking prior to installation at each park site
- Installation leftover dirt to be cleaned up by the city
- Optional Installation estimate to be evaluated and adjusted up or down as appropriate based upon final sign design, size, and locations.



## Impression Signs and Graphics

680 Hale Avenue North  
Suite 250  
Oakdale, MN 55128  
Ph: (651) 328-6600  
FAX: (651) 328-6608  
Email: info@impressionsigns.com  
Web: www.impressionsigns.com

# Estimate #: 1054

## Option: Option 1 - Sandblasted Exitra

Page 1 of 1

**Created Date:** 2/18/2014 11:29:16AM  
**Salesperson:** Eric Gustafson  
**Email:** eric@impressionsigns.com  
**Office Phone:** (651) 328-6601  
**Cell Phone:** (612) 401-4450

**Prepared For:** City of Lake Elmo  
**Contact:** Alyssa MacLeod  
**Office Phone:** (651) 747-3908  
**Office Fax:** (651) -  
**Email:** AMacLeod@lakeelmo.org  
**Address:** 3800 Laverne Avenue North  
Lake Elmo, MN 55042

### Description: Park Monument Signs

### Option: Option 1 - Sandblasted Exitra

		Quantity	Unit Price	Subtotal
1	<b>Product:</b> Custom Products and Services <b>Description:</b> Custom Fabricated Park Monument Signs (Design 1).  Main Panel 1.25" thick x 48"h x 96" single side sandblasted Exitra panel  Info Panels Two 1.25" thick x 15"h x 96"w single sided sandblasted Exitra panels  Finish Panels painted up to 4 colors from client supplied vector artwork  Posts 6" x 6" x 168" Cedar Post, painted 1 color, routed slots for main sign panel mounting  • 17 Ea., Monument Signs	17	\$3,444.65	\$58,558.99
2	<b>Product:</b> Installation of Non-Electric Signs <b>Description:</b> Installation assumes 12"w by 42" deep footing holes, concrete. Client to call gopher 1 call and have all locations marked prior to installation.  Weather permitting we expect to install 2 signs per work day.	1	\$13,600.00	\$13,600.00

### Notes

To ensure timely completion of your project, Impression Signs and Graphics requests a 50% deposit prior to commencing work on the project.

Thank you!

**Subtotal:** \$72,158.99  
**Total:** \$72,158.99

**Payment Terms:** Balance due upon receipt.

### Client Reply Request for Option: Option 1 - Sandblasted Exitra

☐ Estimate Accepted "As Is". Please proceed with Order.

☐ Other: \_\_\_\_\_

☐ Changes required, please contact me.

**SIGN:** \_\_\_\_\_ **Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Print Date: 2/25/2014 2:17:28PM

Tax ID: 46-2454941

SYSTEM\Estimate\_Estimate01

First and Lasting Impressions



## Impression Signs and Graphics

680 Hale Avenue North  
Suite 250  
Oakdale, MN 55128  
Ph: (651) 328-6600  
FAX: (651) 328-6608  
Email: info@impressionsigns.com  
Web: www.impressionsigns.com

**Estimate #: 1054**

**Option: Option 2 - HDPE**

Page 1 of 1

**Created Date:** 2/18/2014 11:29:16AM  
**Salesperson:** Eric Gustafson  
**Email:** eric@impressionsigns.com  
**Office Phone:** (651) 328-6601  
**Cell Phone:** (612) 401-4450

**Prepared For:** City of Lake Elmo  
**Contact:** Alyssa MacLeod  
**Office Phone:** (651) 747-3908  
**Office Fax:** (651) -  
**Email:** AMacLeod@lakeelmo.org  
**Address:** 3800 Laverne Avenue North  
Lake Elmo, MN 55042

### Description: Park Monument Signs

### Option: Option 2 - HDPE

		Quantity	Unit Price	Subtotal
1	<b>Product:</b> Custom Products and Services <b>Description:</b> Custom Fabricated Park Monument Signs (Design 1).	17	\$3,485.00	\$59,244.98

Main Panel  
3/4" thick x 48"h x 96"w single sided CNC routed 3-ply HDPE. (logo in design represented by single color of the panel)

Info Panels  
Two 3/4" thick x 15"h x 92"w single sided CNC routed 3-ply HDPE. Panels attached via angle brackets for easier change out if necessary.

Finish  
HDPE Standard Colors of choice (see next slide for color options)

Posts  
6" x 6" x 168" Cedar Post, painted 1 color, routed slots for main sign panel mounting

- 17 Ea., Monument Signs

		Quantity	Unit Price	Subtotal
2	<b>Product:</b> Installation of Non-Electric Signs <b>Description:</b> Installation assumes 12"w by 42" deep footing holes, concrete. Client to call gopher 1 call and have all locations marked prior to installation.	1	\$13,600.00	\$13,600.00

Weather permitting we expect to install 2 signs per work day.

### Notes

To ensure timely completion of your project, Impression Signs and Graphics requests a 50% deposit prior to commencing work on the project.

Thank you!

**Subtotal:** \$72,844.98  
**Total:** \$72,844.98

**Payment Terms:** Balance due upon receipt.

### Client Reply Request for Option: Option 2 - HDPE

☐ Estimate Accepted "As Is". Please proceed with Order.

☐ Other: \_\_\_\_\_

☐ Changes required, please contact me.

**SIGN:** \_\_\_\_\_ **Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Print Date: 2/25/2014 2:17:28PM

Tax ID: 46-2454941

SYSTEM\Estimate\_Estimate01

**First and Lasting Impressions**





## Impression Signs and Graphics

680 Hale Avenue North  
Suite 250  
Oakdale, MN 55128  
Ph: (651) 328-6600  
FAX: (651) 328-6608  
Email: info@impressionsigns.com  
Web: www.impressionsigns.com

**Estimate #: 1054**

**Option: Option 2a - HDPE with printed logo**

Page 1 of 1

<b>Created Date:</b>	2/18/2014 11:29:16AM	<b>Prepared For:</b>	City of Lake Elmo
<b>Salesperson:</b>	Eric Gustafson	<b>Contact:</b>	Alyssa MacLeod
<b>Email:</b>	eric@impressionsigns.com	<b>Office Phone:</b>	(651) 747-3908
<b>Office Phone:</b>	(651) 328-6601	<b>Office Fax:</b>	(651) -
<b>Cell Phone:</b>	(612) 401-4450	<b>Email:</b>	AMacLeod@lakeelmo.org
		<b>Address:</b>	3800 Laverne Avenue North Lake Elmo, MN 55042

### Description: Park Monument Signs

### Option: Option 2a - HDPE with printed logo

		Quantity	Unit Price	Subtotal
<b>1</b>	<b>Product:</b> Custom Products and Services	17	\$3,697.71	\$62,861.03
	<b>Description:</b> Custom Fabricated Park Monument Signs (Design 1).			
	Main Panel 1.25" thick x 48"h x 96" single side sandblasted Extruded panel			
	Info Panels Two 1.25" thick x 15"h x 96"w single sided sandblasted Extruded panels			
	Finish Panels painted up to 4 colors from client supplied vector artwork			
	Posts 6" x 6" x 168" Cedar Post, painted 1 color, routed slots for main sign panel mounting			
	This option includes a 1/16" thick PVC blank with printed vinyl full color logo on each sign. Vinyl graphic PVC piece to be installed on signs after installation in each park.			
	• 17 Ea., Monument Signs			

		Quantity	Unit Price	Subtotal
<b>2</b>	<b>Product:</b> Installation of Non-Electric Signs	1	\$13,600.00	\$13,600.00
	<b>Description:</b> Installation assumes 12"w by 42" deep footing holes, concrete. Client to call gopher 1 call and have all locations marked prior to installation.			
	Weather permitting we expect to install 2 signs per work day.			

### Notes

To ensure timely completion of your project, Impression Signs and Graphics requests a 50% deposit prior to commencing work on the project.

Thank you!

**Subtotal:** \$76,461.03  
**Total:** \$76,461.03

**Payment Terms:** Balance due upon receipt.

### Client Reply Request for Option: Option 2a - HDPE with printed logo

☐ Estimate Accepted "As Is". Please proceed with Order.

☐ Other: \_\_\_\_\_

☐ Changes required, please contact me.

**SIGN:** \_\_\_\_\_ **Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Print Date: 2/25/2014 2:17:28PM

Tax ID: 46-2454941

SYSTEM\Estimate\_Estimate01

**First and Lasting Impressions**



# Ravine Meadows I

## Option 3

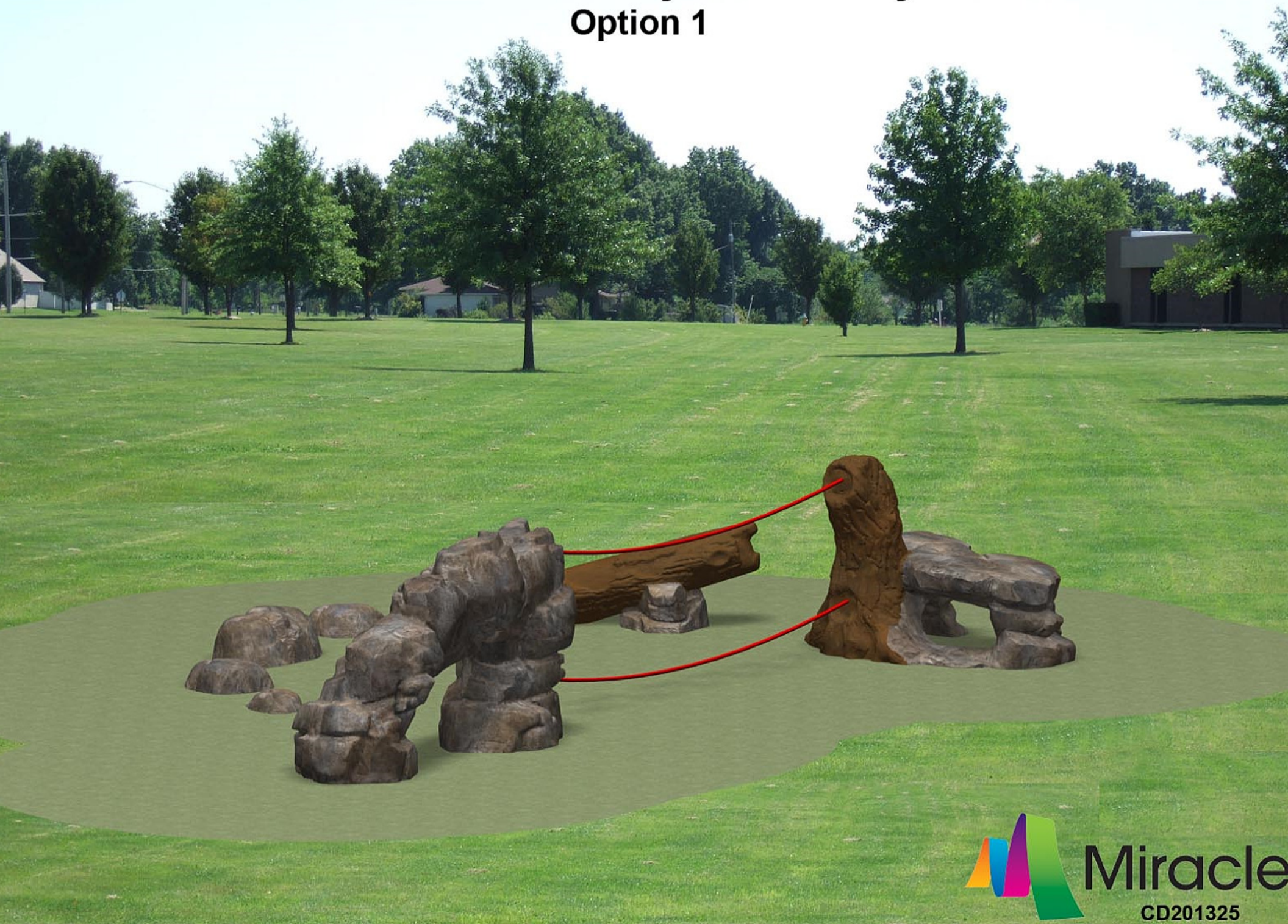
### Cottage Grove, M





# Bethel-Hanberry Elementary

## Option 1



Miracle

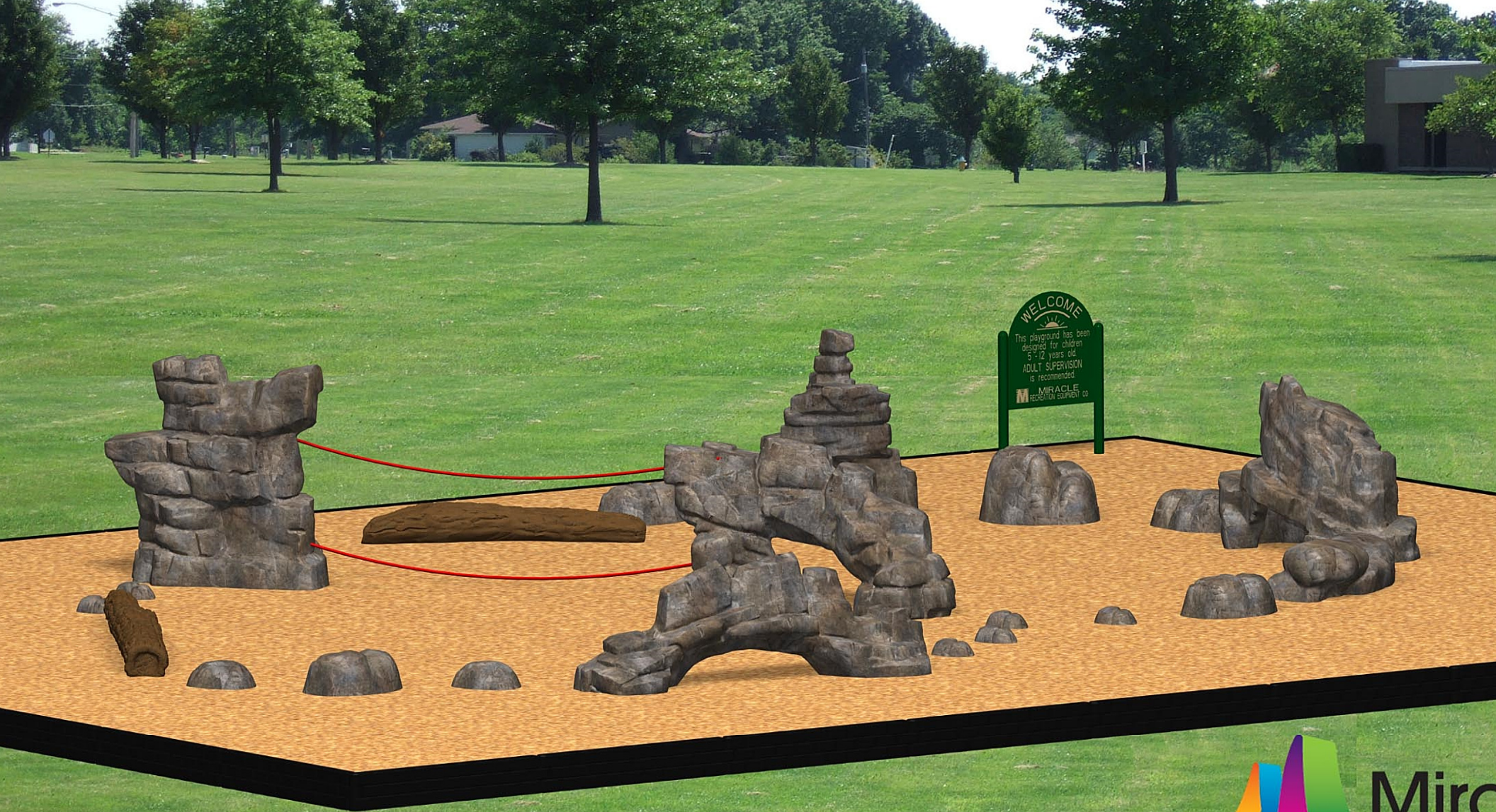
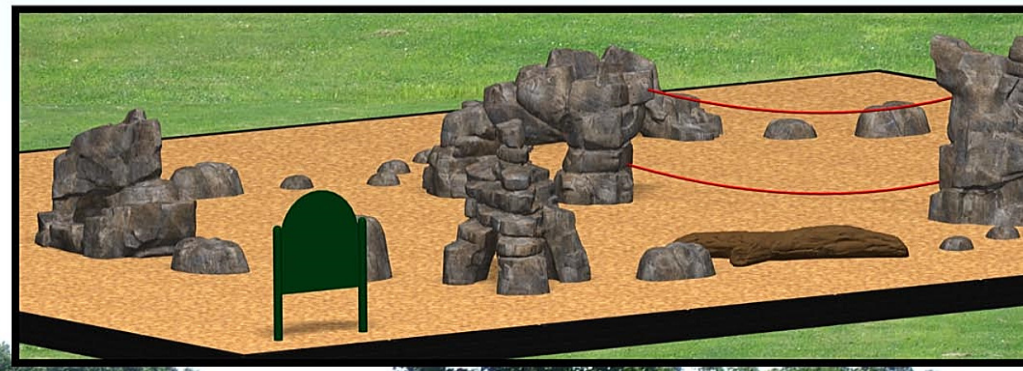
CD201325



# Summit Street Play Area

## Option 2

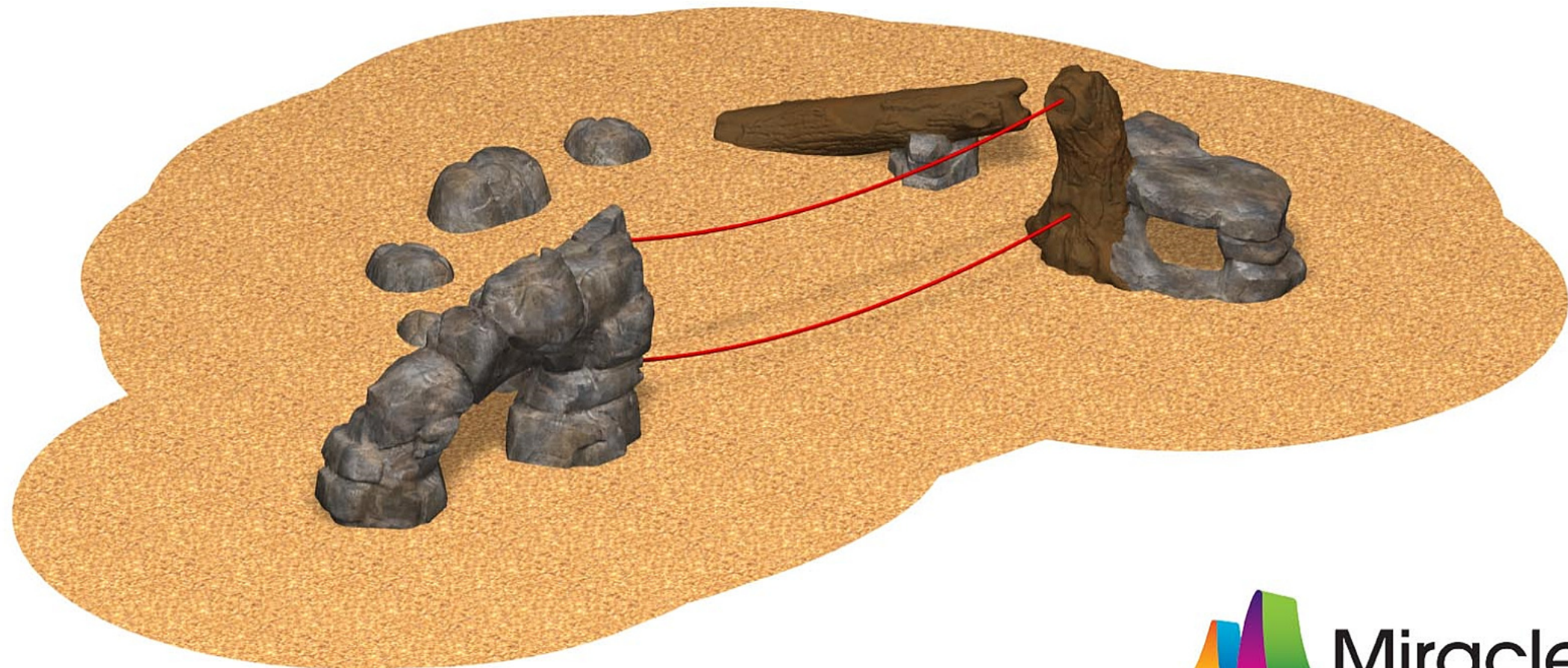
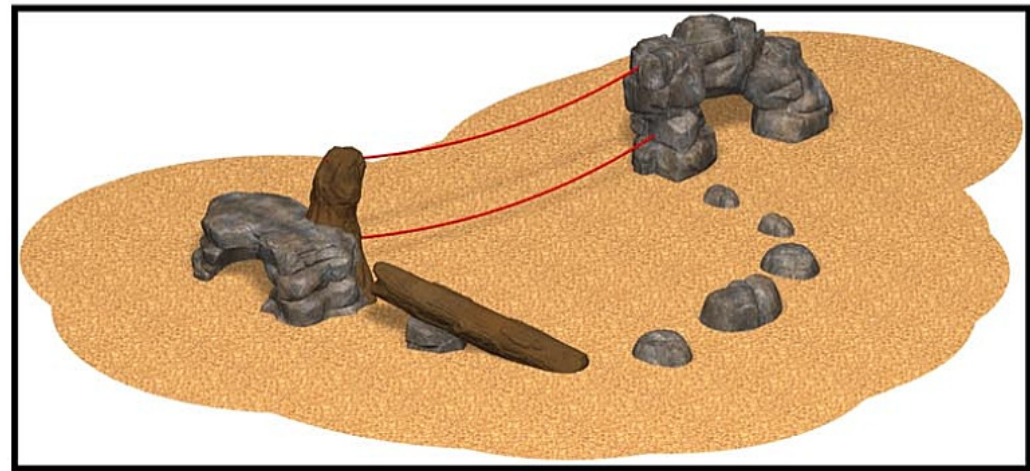
### Evanston, Wyoming





# Nature Area

## Marshalltown, IA





# Timrod Park Rocks & Ropes



Miracle  
CD200290