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 August 21, 2017 6:30 PM

# **AGENDA**

- 1. Call to Order
- 2. Approve Agenda
- 3. Approve Minutes
  - a) June 19, 2017
- 4. Election of Officers
- 5. Lions Park Dugouts
- 6. Hammes Estates Park Improvements
- 7. Village Park Preserve Final Plat
- 8. Royal Golf Final Plat and Planned Unit Development
- 9. Adopt-a-Park Program
- 10. Comprehensive Plan Update
- 11. September 2017 Meeting Agenda
- 12. Staff Reports & Commission Update
- 13. Adjourn

<sup>\*\*\*</sup>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.

# **MINUTES**

# City of Lake Elmo Parks Commission June, 2017

Members Present: Chair Weis, Commissioners Frick, Nelson, Nuenfeldt, Olinger, Pearce, Zeno

Members Absent: Commissioners Ames, and Steele

Staff Present: City Administrator Handt, Public Works Director Weldon, City Planner Becker

The meeting was called to order by Chair Weis at 6:30 PM.

# **Approval of Agenda**

Motion by Weis to approve the agenda, seconded by Nuenfeldt. Motion passed.

# **Approval of Minutes**

Motion by Weis, seconded by Nuenfeldt to approve the minutes for  ${\bf May}~30^{\rm th}$  as submitted. Motion passed.

Handt stated that Commissioner Frick made a motion to approve up to \$200 for signs. Motion by Weis, seconded by Nelson to approve the minutes for May  $15^{\rm th}$  as amended by Handt. Motion passed.

# **Lions Park Signs**

- Becker stated that Aaron Runk has offered to sell advertisements in the form of signage on the fencing within Lions Park. Kathy Weeks provided a quote for signage, at cost. The options provided are 4 ft. by 8 ft. and 4 ft. by 16 ft. aluminum sign or vinyl banner. The prices range from \$45 to \$400 depending on size, material, and design. The revenue from the sale of the signs could be dedicated to park maintenance.
- Ms. Weeks stated that if you are looking for longevity of a sign, then select the aluminum composite sign. The sign could last 5 to 10 years and should not dent significantly since the plastic core is stable, the banners could be guaranteed for no more than 2 years, due to their tendency to rip.
- Weis made a motion to approve the sale of the 4 ft. by 8 ft. signs at a cost of \$500 per year and 4 ft. by 16 ft. signs at a cost of \$900 per year with the funds being directed toward the Lions Park ballfield improvements and try to keep a historic feel, seconded by Frick. Motion passed.

# Sunfish Lake Park Forest Management Plan

Becker stated that the Parks Commission is being asked to break down the Sunfish Lake Park Forest Management Plan into measurable goals so that it can be properly implemented. The goal of the plan is to protect and enhance the natural resources of the site and improve native plant communities.

- Frick informed the Commission on what she knew about the study from 2015. Discussing the damage the park experienced in 2013 and other conditions of the park, including oak wilt and buckthorn. Frick mentioned maybe to focus on leaning trees, oak wilt, and buckthorn.
- Discussion about dividing the park into sections, getting a forester to come in and assess the current conditions or setting up a plan internally. Handt asked if there would be any Commissioners that would be able to identify the number and location of the trees that need to be removed in order to get a quote. Olinger and Frick volunteered.

# **Hamlet on Sunfish Lake and Tapestry Trail Update**

Becker presented that this is an update to the discussion from last meeting about Gonyea West proposing to connect to adjacent neighborhood trails. After doing research staff discovered that Hamlet on Sunfish Lake received park dedication credit for their trails. However, the easements were never conveyed to the City. There was discussion in 2007, but due to having to pay for a survey for the legal description of the trails, it was not completed at that time. Becker also reported that Ames has been in contact with the Hamlet on Sunfish Lake HOA about getting the City the easements.

Sunfish Ponds trails are private, they did not receive Parkland dedication for their trails.

Tapestry received Parkland dedication for some of their trails. The public trails connect the neighborhood trails to Sunfish Lake Park and one of the trails that goes through the center of the development. Tapestry has already conveyed the easements for their public trails to the City.

Becker explained that at this point we need buy-in from the Neighborhood Association before we can do anything.

# **July Meeting**

No agenda was set

## **Staff Reports and Commission Update**

Weis asked about the final drawings for Lions coming in and when will the bid go out. Handt responded that Tuesday the drawings would be in and Thursday, June 22 the bid requests would go out to the paper. The only structures are the bull pens and the dugouts. Weis asked if there was still going to be special fencing, providing a historic feel. Handt said the plan was for it to be chain link as it is now. Weis expressed concern that the Parks Commission would not be reviewing the plans before the bidding since they have been working on the park plan for a year and a half. Handt expressed concern with delaying the improvements further since the request for bids is set to go out this week. And the bids have to come back through Council for approval. Weis stated he feels he does not know what is going into the park because he has not received elevation drawings, only a site plan. Weis expressed concern about not knowing what will be going into the park that has a historic theme. Handt stated that the dugouts will likely be

constructed by the Lions and local volunteers. The major costs are for the project are moving the ballfield to the north for \$120,000 and \$170,000 for lighting. We will look at the option of metal or wood poles regarding costs. Handt stated that the pollinator garden, the parking lot, the concession stand, the announcer's booth, pavilion will all be in future phases and would allow for more design options than field grading and the Commission could have additional input into the design. Nelson, Frick, and Zeno agreed that the theming will come in later phases and stated that their goal was to move the project forward to improve the functionality of the ballfield and not continue to delay the construction any further.

Handt shared that the Finance Committee met to discuss the CIP. They had some of your same questions and concerns about the use of Park Dedication funds for vehicle and equipment purchases. They are having a special meeting on Wednesday to discuss this, since the auditor said there was no issue, but the attorney said there could be a gray area in the City ordinance that may need to change. Handt recommends that they City not use Park Dedication money for vehicle replacement.

Meeting adjourned at 7:47 p.m.

Respectfully Submitted, Tanya Nuss



DATE: 8/21/2017 **REGULAR**ITEM #: 5 **MOTION** 

**TO:** Parks Commission

**FROM:** Emily Becker, City Planner

**AGENDA ITEM**: Lions Park Dugouts

**REVIEWED BY:** 

### **BACKGROUND:**

At the August 1·2017 City Council meeting, the Council motioned to award contracts for bid packages to for the baseball field and demolition of house; volleyball court; northern parking lot; irrigation and wooden lighting poles. All bids were rejected for the metal lighting poles and the dugouts and batting cages, as Lions agreed to donate \$20,000 and volunteers in the community, including residents and Lake Elmo Baseball to volunteer their time to construct the dugouts.

## ISSUE BEFORE THE COMMISSION:

The Parks Commission is being asked to give input on the proposed dugout design.

# **PROPOSAL DETAILS/ANALYSIS:**

It is proposed that the dugouts be six feet instead of eight feet wide. This will make the setback from the property line less non-conforming than the existing dugouts, as the required setback from the property line for a property in the zoning district in which Lions Park is located is 50 feet, and the existing dugouts are setback much less from the property line than this. Staff has reviewed examples of dugouts of similar size and does not see issue with the proposed, reduced size.

Barry Weeks will be present at the meeting to present the proposed design.

# **FISCAL IMPACT:**

Volunteers will be constructing the dugout, and Lions has donated \$20,000 to construct the dugouts.



DATE: 8/21/2017 **REGULAR**ITEM #: 6 **MOTION** 

**TO:** Parks Commission

**FROM:** Emily Becker, City Planner

**AGENDA ITEM**: Hammes Park Amenities Review

**REVIEWED BY:** Rob Weldon, Public Works Director

### **BACKGROUND:**

The Hammes Estates 1<sup>st</sup> Addition Development Agreement indicated that the developer shall deposit as escrow \$107,554 to be held for park dedication that was owed for remaining parkland dedication (the development required 7.8 acres of land, and 5.7 acres of parkland was provided), and that the developer will receive credit for installation of a 16' X 24' shelter, picnic table, bike rack, grill station, retaining wall, fishing pier, canoe rack, concrete hard surface, woodland seed mix restoration, landscaping and parking lot improvements. The agreement also indicates that the City shall approve all improvements and that the developer may use the remaining balance of escrow to install additional improvements in the park upon City approval.

# ISSUE BEFORE THE COMMISSION:

The Parks Commission is being asked to review the proposed improvements to the park within the Hammes Estates Development (Lakeridge Crossing) and make recommendation.

# PROPOSAL DETAILS/ANALYSIS:

**Proposed Improvements.** The improvements provided by the developer are attached to this report. The Parks Commission has in the past indicated that they would like to see a park shelter within the subject park similar to that of Pebble Park. The developer has proposed ordering the a 16' X 24' version of the Pebble Park shelter from the same supplier, which will have a 4" concrete slab that ties into the block retaining wall. Because the shelter has a 10 week lead time for ordering, Staff has administratively approved the shelter.

Public Works Director Comments. The Public Works Director has made the following comments:

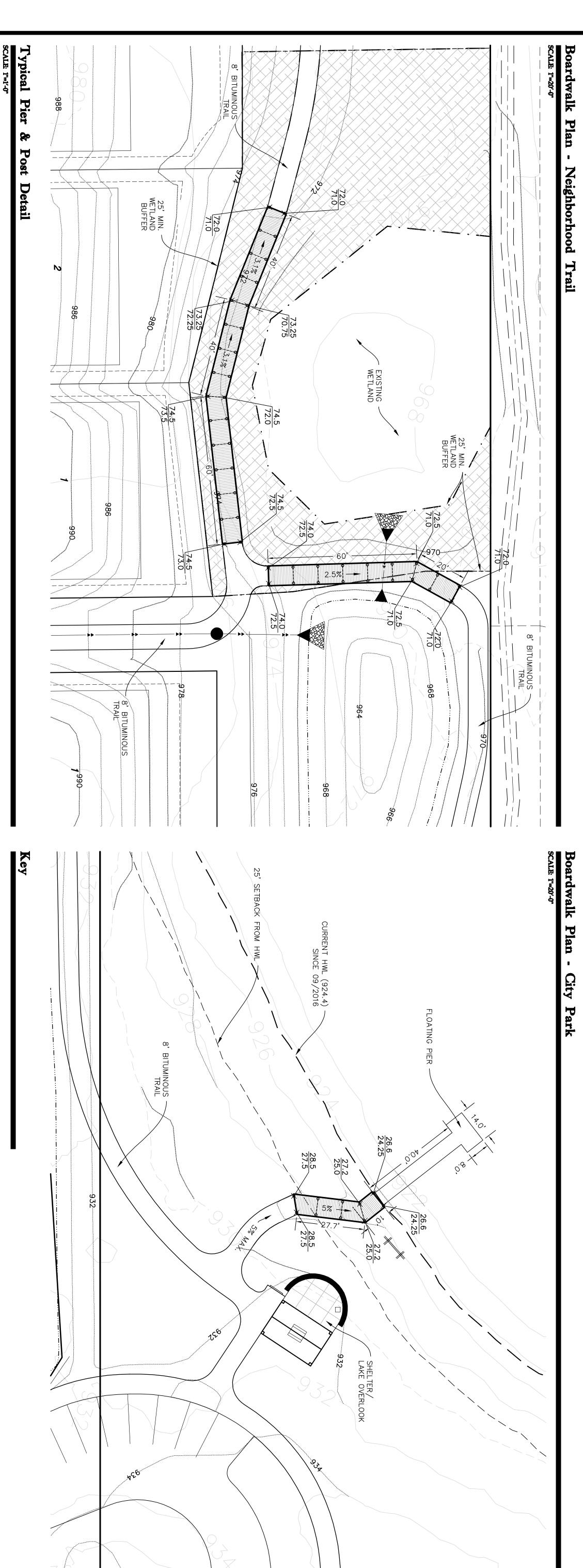
- The Lake Elmo logo should be considered on the shelter.
- The boardwalk should be ADA compliant.
- Railing details must show treated lumber being used.
- Canoe rack should be black powder coated paint.
- Three trash cans should be provided that match tables, to be located off fishing pier, adjacent to shelter, and near parking lot.

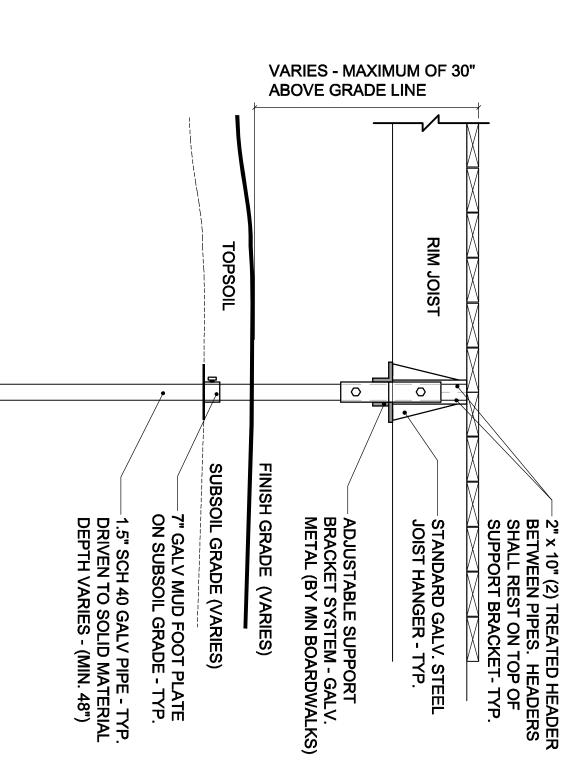
#### **FISCAL IMPACT:**

As mentioned above, the developer will receive credit from the escrow provided for a fee in lieu of parkland dedication.

# **ATTACHMENTS:**

- Boardwalk plans
- Canoe rack
- Fishing pier details and picture
- Grill, picnic table, and bike rack detail
- Picture of Pebble Park Shelter
- Retaining wall detail





28.5 DENOTES EXISTING GRADE / FOOTING ELEVATION DENOTES FINISHED BOARDWALK ELEVATION

Call 48 Hours before digging:

811 or call811.com

Common Ground Alliance

Estates 1st Hammes Addition

04/20/17

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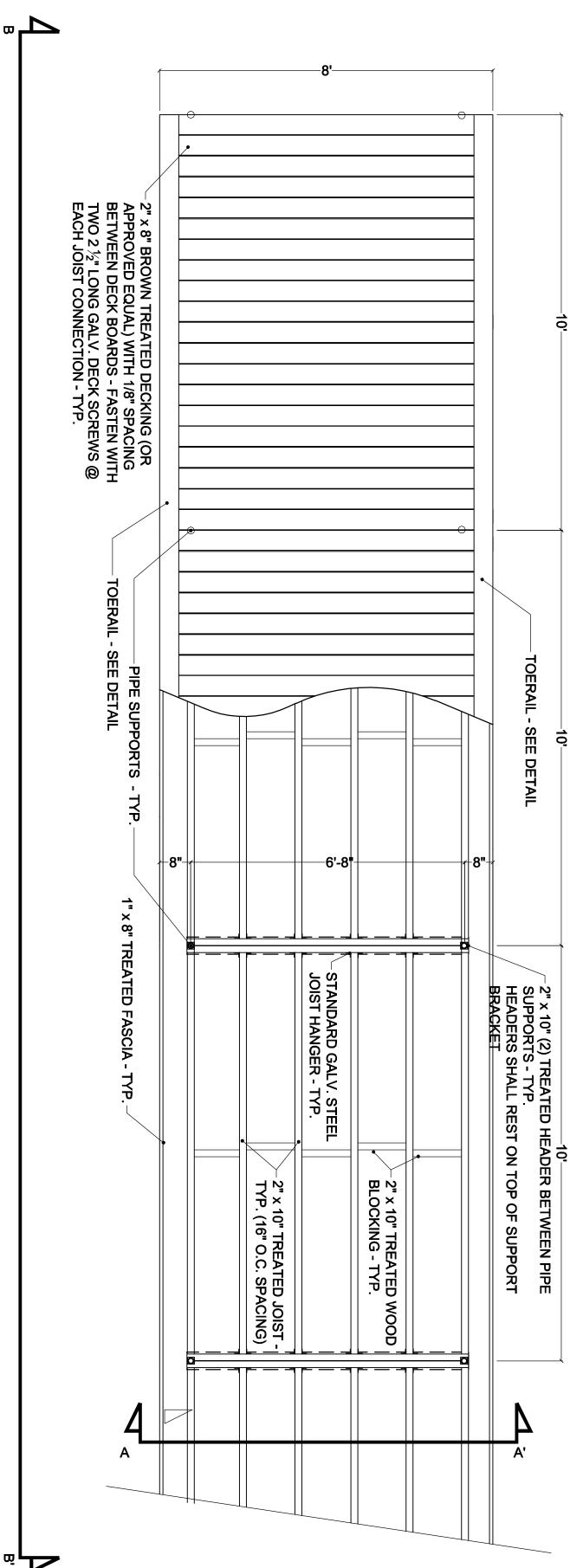
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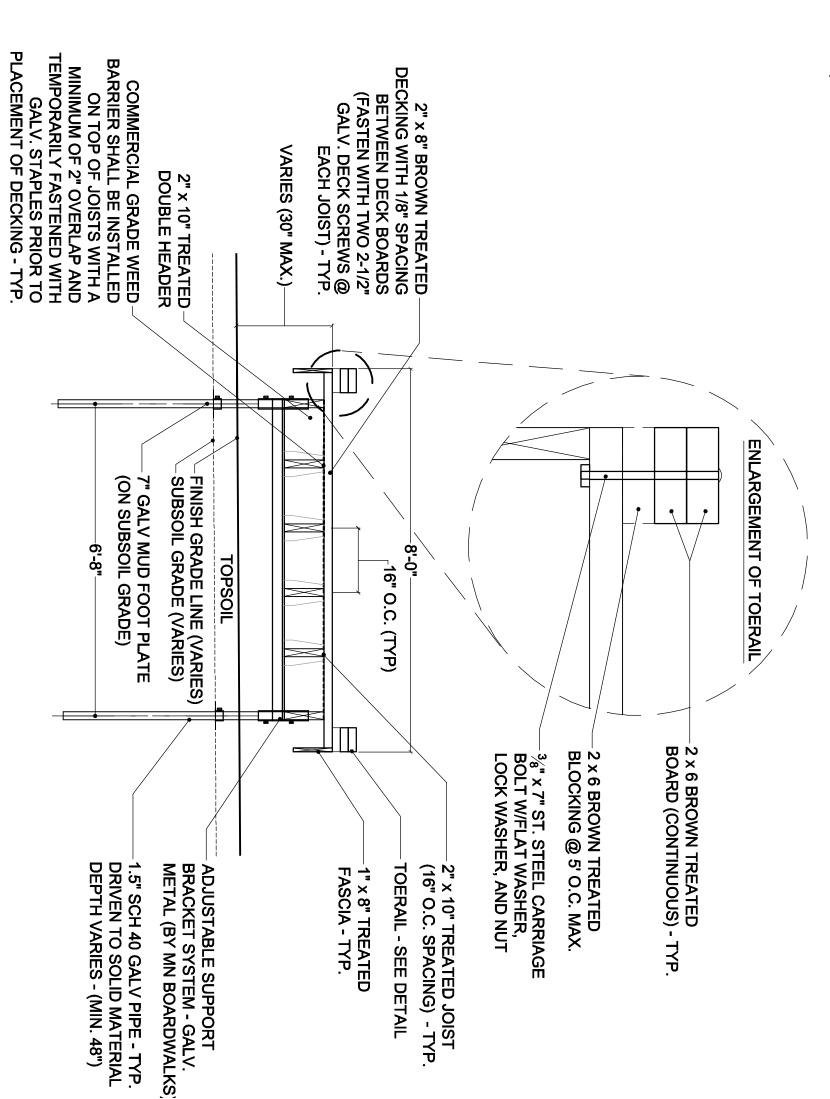
certify that this plan was prepared by me or under my pervision and that I am a duly licensed LANDSCAPE CT under the laws of the State of Minnesota.



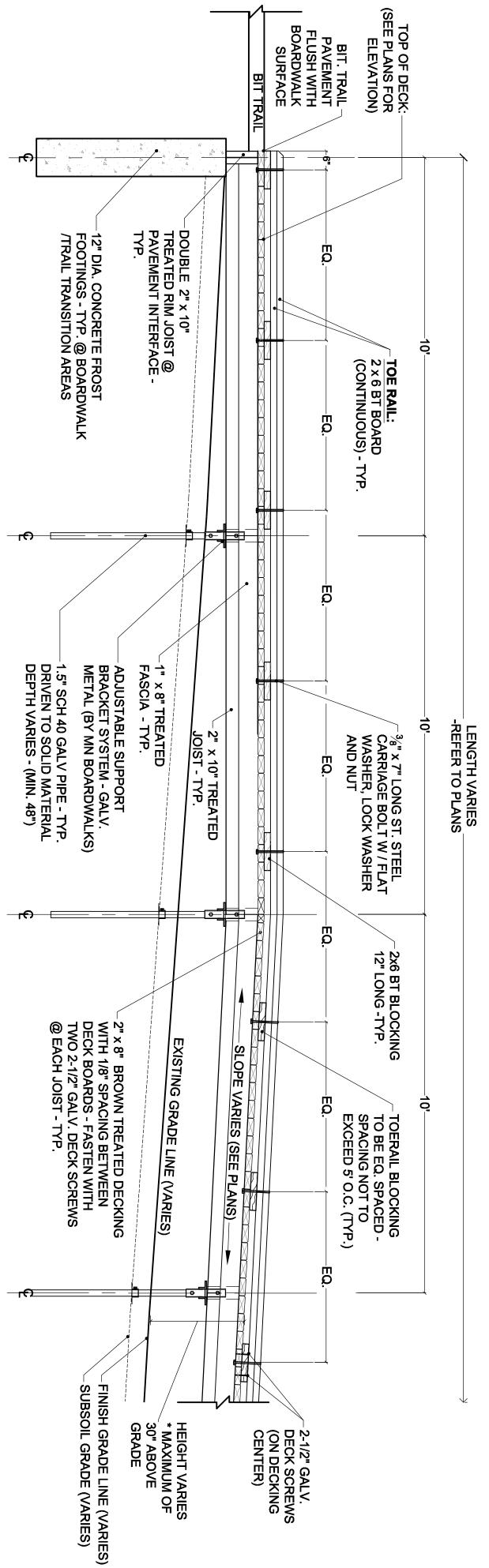


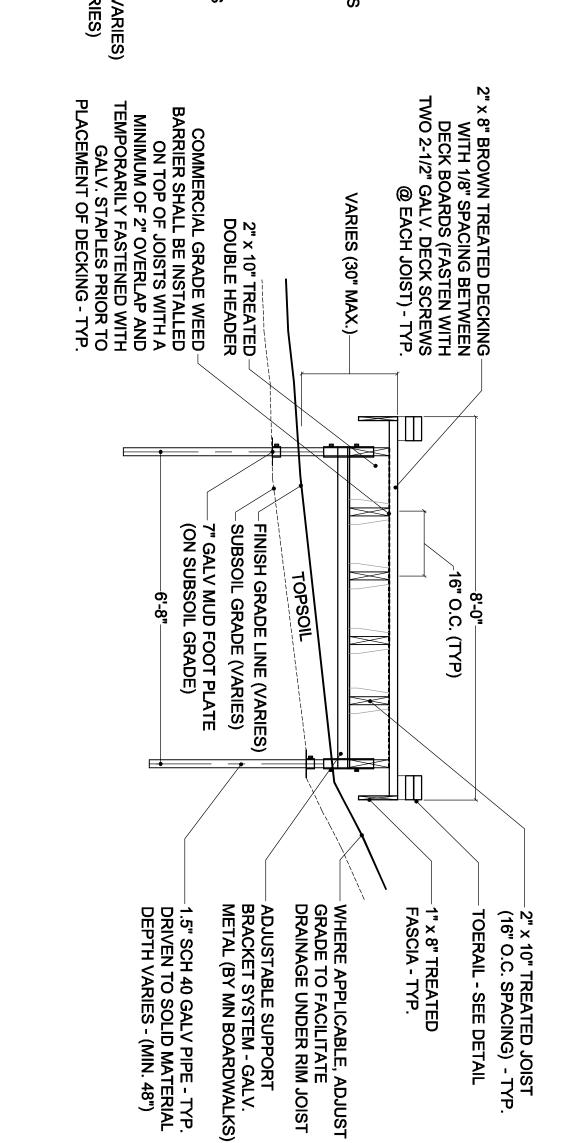






# SCALE: 1/2"=1'-0" Typical Boardwalk Section Elevation Section B-B'





811 or call811.com
Common Ground Alliance digging:

Call 48 Hours before

**Estates** Hammes Addition 1st

Lake Elmo, Minnesota

Construction Boardwalk **Details** 

04/20/17

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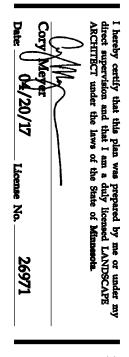
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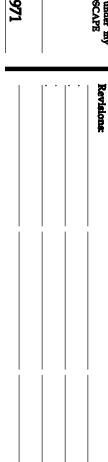
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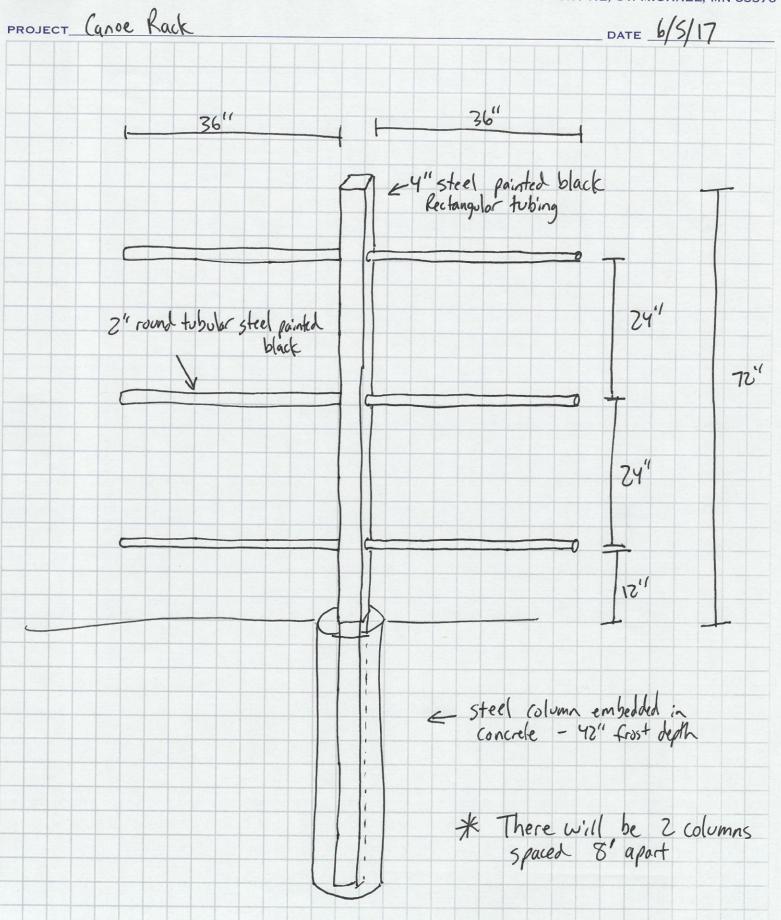
MN Boardwalles Top view Fishing Pier Travis 612-270-2694 16-6-71 Hammes Estr 2×8 treated decking 9/11 3 to 4 2 sold pole Leng th VAries 40, 2 x 8 treated Decking TYP. sections 0 post 4x4 pockets Galvenized Ramp Section Scale Galvenized shinge 1"= 5" Boardwalk

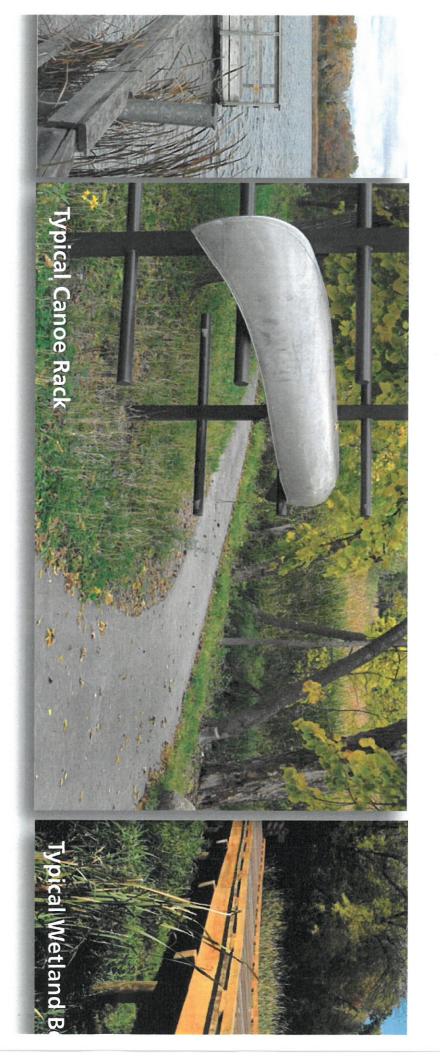


OFFICE: 763.424.1500 FAX: 763.424.1501

WWW.RACHELCONTRACTING.COM

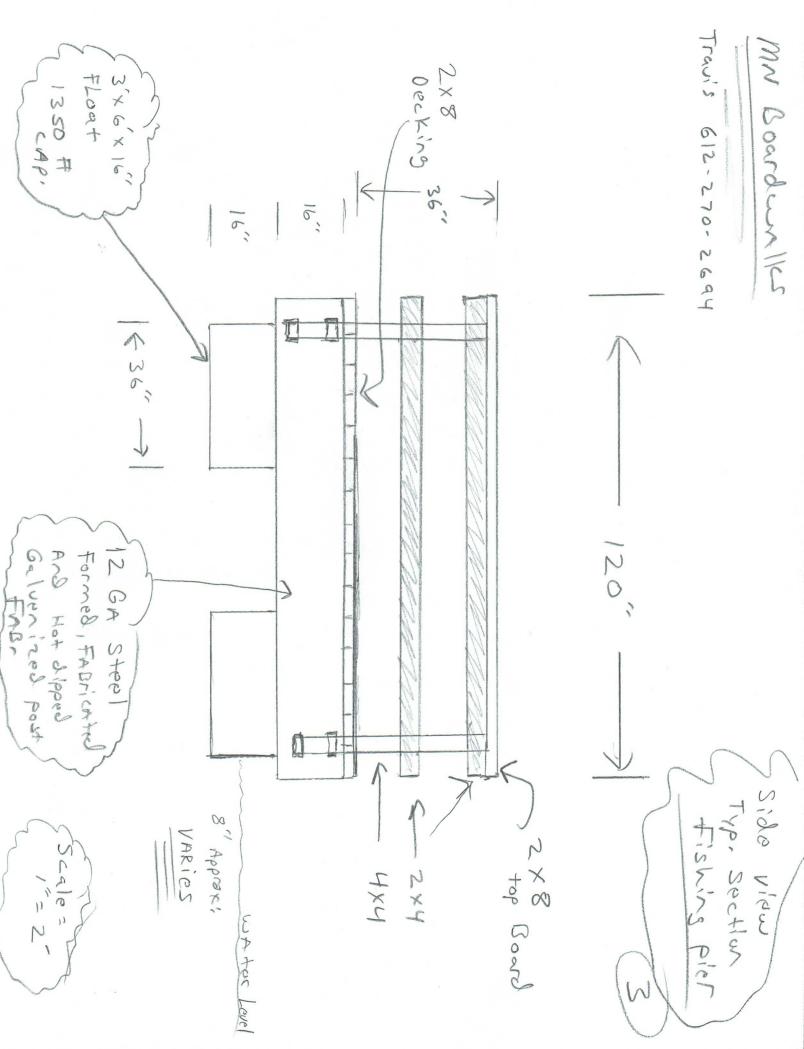
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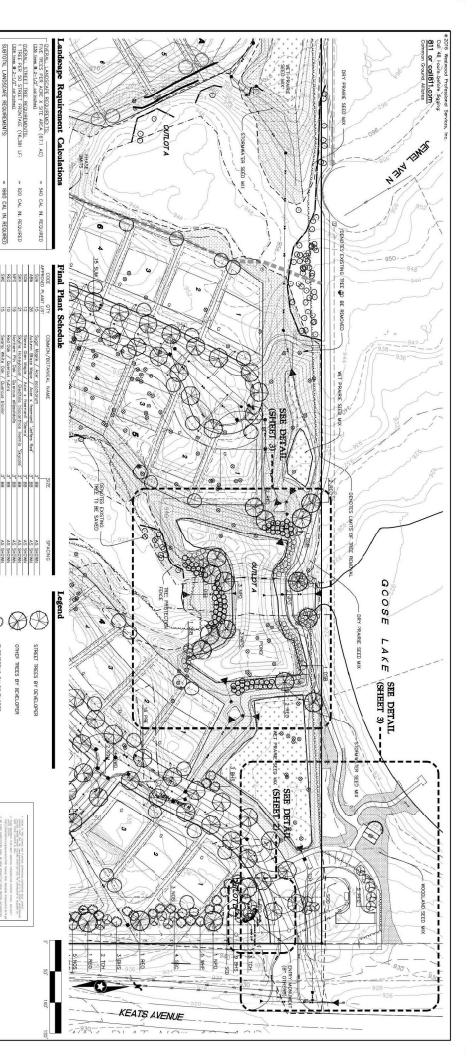


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Westerood Profusional Services, Inc. 7899 August Drove Edon Parlin, MR 50344 PHOHI 925-917-5159 FAX 928-937-5159 TOLLPEE 1-888-937-5159

PHASE I TOTAL LANDSCAPING PROVIDED:
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OTHER PHANTINGS BY DEFELORER (22 Inees ® 37):
DUTHER PHANTINGS BY SILLIDER (114 Inees ® 37):
DORMANDIAL TREES BY DEFELORER (37 Inees ® 37):
ENERGREN TREES BY DEFELORER (48 INEES ® 25): PHASE I LANDSCAPING REQUIREMENTS: SUBTOTAL LANDSCAFE REQUIREMENTS: PHASE | STREET TRIE REQUIREMINTS: 1 TREE PER 50 STRIET FRONTAGE (6,264 LF) (125 tree: \* 2-1/2" cd inches)

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Norway Spruce / Picea ables
Sooth Pine / Pinus stylestris
White Pine / Pinus strobus

39.5% OF TOTAL SITE AREAX884 CAL IN + .395)

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CITY OF LAKE ELMO

PLAN NOTES

FUTURE YARD TREES BY BUILDER (TO BE SELECTED FROM APPROVED PLANT LST)

ORNAMENTALS BY DEVELOPER EVERGREENS BY DEVELOPER

OVERALL LANDSCAPING REQUIREMENTS TREE REPLACEMENT REQUIREMENTS:

TRALL LANDSCAPING PROVIDED

ASE I LANDSCAPE REQUIREMENTS:
/E TREES PER ACSE X SITE AREA (26.5 AC)







Refisions:

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09/20/16 - Redae for pond occass certificts

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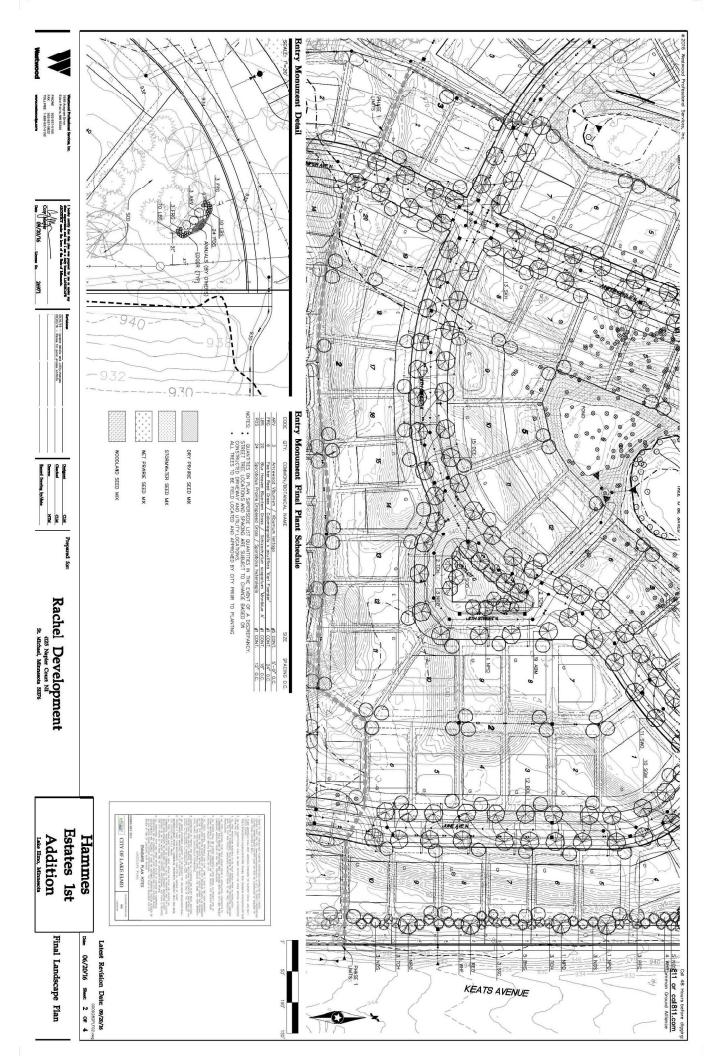
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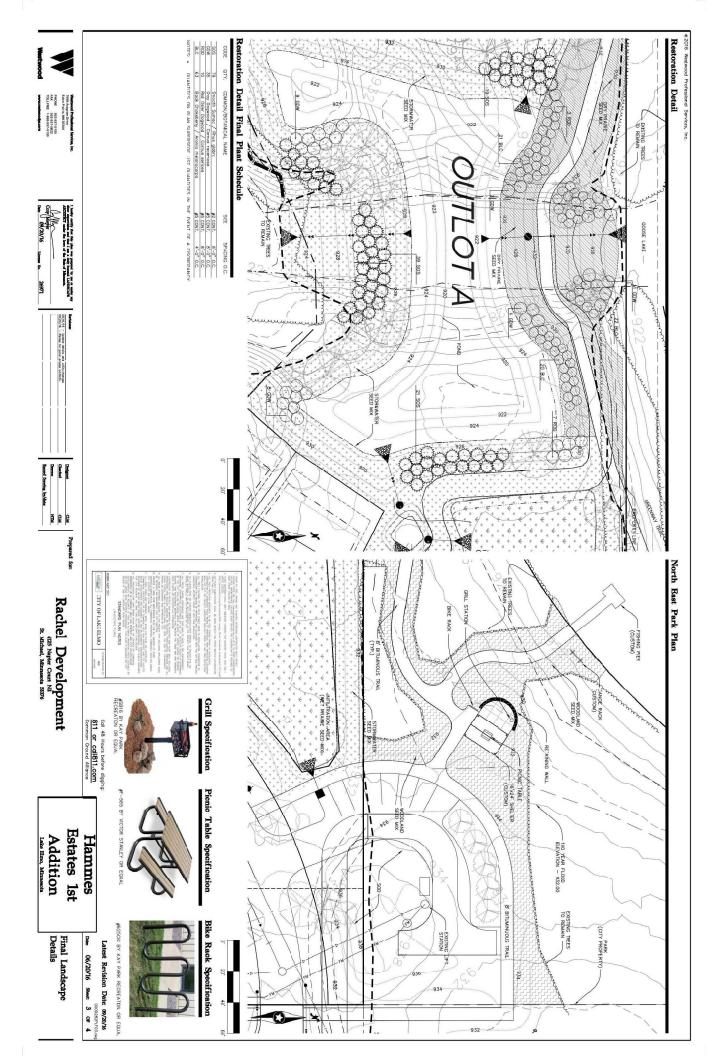
Rachel Development
425 Napher Court NI
5t. Michael, Minnesota 58776

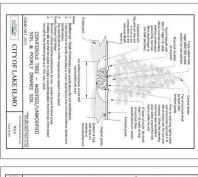
Estates 1st Addition Hammes

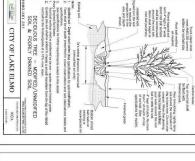
Final Landscape Plan

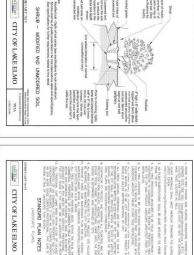
Latest Revision Date: 09/20/16 06/20/16 Sheet 1 OF 4











LANDSCAPE PLANS	
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Planting Low-	Tolorana Adopted Park Special Stationary and Francis Street Special	Perliand	and Frank	Southar	Toward Toward

# Wet Prairie Native Seed Mix

Scientific Name	(kgftu)	(Rate (Rate)	Soffice Seeds
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Egyeste vergences	18	175	1207%
(Gyoria grandis	0.17	016	1,02%
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Panion regalim	28.0	0.75	5.18%
Pos valostros	0.22	0.20	1.30%
Sagagaranas	0.50	0.50	3,44%
Sparra perdicate	0.50	0.50	341%
Tetal Grassen	7.79	6.50	44.78%
Care petite	0.00	93.0	0.32%
Care strone	000	0.02	0.17%
Care sylvesides	0.11	010	0.00%
Scrus abovers	0.11	0.70	0.72%
Script Opening	0.03	000	0.00%
Total Sedges and Rusher	6.34	0.30	2.05%
Ananora canadensis	0.03	0.00	0.21%
Attropies interrute	600	0.08	0.85%
Descodium cacadense	050	0.50	341%
Doelingside propelate	0.00	026	034%
Fapatonium perfoliptum	0.00	0.03	0.23%
Eutherie Organistisch	0.02	23.0	2119
Eutrohum maquietum	20.04	0.04	9,70%
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Liebra pychodiadnys	0.02	000	017%
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Verbete headeds	0.17	0.15	1,00%
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Zigentres	0.28	0.25	1.70%
Total Forbi	1,60	1.50	10,45%
	ŝ	6.20	42.74%
Tetal Cower Cree	6.95	6.20	42.74%
Tetals	18.25	14.50	200.03
Wet year's reconstruction for wife	and resignat	Son or each	wooden land.
Talgass Augen Parklands, Prarie Parkland, and Eastern Broadleaf Forest	Parkland	Talgass Aspen Parklands, Prans Parkland and Eastern &	m broadest i
	And Andread and Andread Andrea	Charged periods of the	Company   Comp

# Woodland Native Seed Mix

38211	Woodland Edge South & West				
Correct Name	Scientific Name	(Rate (Rg/ha)	(Brisc)	% of Mix % by wit	Seeds
independent for	Annuage genetic	1.12	100	2 90%	3.66
side cata grave	Bodroug confrenditio	112	190	2.80%	2.20
Maint's became	Brong Jain/	168	1.50	4349	4.40
ey birv. Enibbon	Elynus canadarsis	1.40	125	3,61%	2.38
bottebrush gess	Elynos oyasia	0.36	0.32	28180	GRE
should be study and	Egypton transgrunden	1.40	122	0.04%	216
switchgrass;	Pancym végadum	0.07	0.06	0.17%	0.30
Lift of the section of	Schoolsynian according	0.60	260	170%	3.40
Indian grass	Sorphatburn nutters	1 12	1.00	2.89%	4.40
	Total Grasses	8.97	8.00	23.14%	24.82
COSTRON YATTAV	Action milestant	0.03	003	0.00%	200
blue grand hymogr	Agelethe beneuture	911	010	0.28%	320
white proskerosi	Agraine abssine	9 03	003	0.00%	170
white positio down?	Dallo cantida	0.19	0.17	0.50%	120
Carnedia licis terbol	Demodure caraderse	916	0.14	0.42%	0.29
06.458	Hebpata hellentholipes	916	0.13	0.36%	0.00
und bergamo	Mounts follows	207	900	2410	160
stiff golderwood	Organisation ogsdam	9.07	900	0.17%	080
Clayfon's sweet closly	Opporture city/bosi	9.07	000	0.17%	92.0
scrooth wild rese	Ross blands	9 97	000	0.17%	93.0
black-eyed starm	Rugedia tirta	920	0.18	0.52%	8 10
Lance-leaned Good	Scrighylaria lanceolatia	406	0.05	2810	3.20
zigzag gol denad	Soldago flexicatalis	0.02	0.02	5000	0.50
showy goldenod	Solfago spacoca	0.07	0.06	0.18%	1.80
arrodh salar	Syngety odrich um liseva	9.07	000	0.35%	130
American veth	Vice experience	0.20	0.10	9520	0.14
griden alexarders	Z29 aurea	312	0.11	0.33%	0.46
	Total Forts	188	1.50	438%	24.80
Claffs or verifie whealt (see mote at beginning of left for recommended dates)		28 02	25 88	72.48%	11.14
	Total Cover Cop	28.02	25.00	72.48%	55.54
	Total:	38 67	34.50	100.00%	90.75

DRY PRAIRIE SEED MIX







# WOODLAND SEED MIX

# Supplemental Planting Notes

- ACTUAL LOCATION OF PLANT MATERIAL IS SUBJECT TO FIELD AND SITE CONDITIONS.
- NO PLANTING WILL BE INSTALLED UNTIL ALL GRADING AND CONSTRUCTION H/S BEEN COMPLETED IN THE IMMEDIATE AREA.
- PRUNE PLANTS AS RECESSARY PER STANDAR) NURSERY PRACTICE AND TO CORRECT POOR BRANCHING OF EXISTING AND PROPOSED TREES.
- CONTRACTOR SHALL PROVIDE TWO YEAR GUARANTEE OF ALL PLANT MATERIAS. THE GUARANTEE BERNSON THE DATE OF THE LANGEAPE ARCHITETS OR OWNERS WHITEN ACCESTANCE OF THE INITIAL PLANTING. REPLACEMENT PLANT MATERIAL SHALL HAVE A ONE YEAR GUARANTEE COMMENCING LOON PLANTING.
- 5. THE NED FOR SOIL AMENDMENTS SHALL BE DETENMED PRIOR TO ANY PLAYING OPERATONS AND SHALL BE RAZIO UPON EXHANATION AND, PLETSING OF THE EXISTING SOIL CONDITIVAS. LANGSCAPE CONTRACTOR SHALL INTETY THE LA FOR A FIELD SENTEN OF SOIL CONDITIONS FROM TO PAUTING. LAW ALL DETENMENT HE MEETS FOR ANY "SOIL ANDSONDENTS.
- BACKILL SOIL AND DESCILL TO ASHEET TO MAJOOT STANDARD SECRIFICATION METS? (FOR SELECT TIOSSILL BERRY). AND SALL EE MAINT THE SOIL FERM SITE TEST OF ROOTS ROOKS TOOSSILL BERRY AND SELECT SHAND AND SALL SERIES, AND LAKE SELECT SHANDLAND AST SELECT SELECT SECURISE TOWN AND FERMANDAL LAND FORCES, AND WATER SECURIOR DESCI. SECURISED TRY INTEL AND SHALLS PLANTINGS.
- 7. MUCH 10 BE AT ALL TREE, SHABL REFENNIL, AND MANTEMMOE AREAS, SHREDDED HARDWOOD MUCH TO BE USED MOOND ALL PAREAS, TREMINAL AND GRAMENTAL GRASS BEDS SHALL HAVE 2" DEPH SHREDDED HARDWOOD MUCH, MULCH TO BE FREE OF BELETERORS MATERIAL.
- EDON) TO BE SPARED EDGE, UNLESS OTHERWISE NOICATED. SPADED EDGE TO PROVIDE V-SHAPED DEPTH AND WOTH TO CHEATE SEPARATION BETWEEN WILCH AND GRASS. MOINVALA TREE, SPRUB, OR RAIN-CARDEN BEDS TO BE SPARED EDGE, UNLESS NOTED OTHERWISE.
- REDIXE REGIONANTO ALL STREET TREE AND BUTTER LANGESCHING ON ST.E. REAR WAYS HAND STREET OF ALL STREET, THE MANUAL STREET, THE MANUAL STREET, THE MANUAL STREET OF RESCRIPTIONS ON THE MANUES AND LANGESCHING STREET OF REMAINING. STREET OF PROPRIED CHEMICAL STREET, AND PROPRIED CHEMICAL STREET, AND PROPRIED AND HAND STREET, AND PROPRIED AND PROPRIED AND HAND STREET, AND PROPRIED AND PROPRIED AND H
- 10. REPAIR ALL DAMAGE TO PROPERTY FROM PLANTING OPERATIONS AT NO COST TO OWNER.
- IN ALL DETURED AREA SIMILAN CITATE TO BE SEED ONLY METHE CHASS SEED ONLY. AS 
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  THE STANDARD MEMOSCOLA FOR A CHASTAN PILLENASAGO FOR THE STONESSEE 
  THAN AND AND SEED OF THE STANDARD MEMOSCOLA FOR THE STANDARD MEMOSC

Call 48 Hours before digging: 811 or call811.com Common Ground Alliance

Estates 1st Addition Hammes Lake Elmo, Minnesota

Final Landscape Notes

Latest Revision Date: 09/20/16 06/20/16 Sheet 4 OF 4

Waterwood Profinational Services, Inc.
7999 Ausgram Drove
Edon Parline, MN 00544
PHOME 055-0317-6199
FACURE 1-689-037-5199
TOLL PREE 1-689-037-5199

Cony Mayer
O9/20/16 License No. I healy cettly that this pless was proposed by use or under my direct sequentiates and that I am a duly insused LANDSCAPE ARCHINGT under the laws of the State of Minnesota. 26971 Revisionse

09/16/16 — Update datolls and utility thorses

09/20/16 — Revise for pond access conflicts

Dadgnat
Chacked
Cherric
Deserve
Bacord Deserting by/date **5 6 6** 

Prepared for:

Rachel Development
425 Napher Court NI
5t. Michael, Minnesota 58776







DATE: 8/21/2017 **REGULAR**ITEM #: 7 **MOTION** 

**TO:** Parks Commission

**FROM:** Emily Becker, City Planner

**AGENDA ITEM**: Village Park Preserve

**REVIEWED BY:** Rob Weldon, Public Works Director

# **BACKGROUND:**

The City has received application for Final Plat for the Village Park Preserve development. This development is located south of Easton Village to the west of the Lake Elmo Airport and north of Heritage Farms. The development is proposed to have 104 units, with the 1<sup>st</sup> Addition consisting of 36 units.

# **ISSUE BEFORE THE COMMISSION:**

The Parks Commission is being asked to review the proposed Village Park Preserve Final Plat and provide comment.

# **PROPOSAL DETAILS/ANALYSIS:**

**Parkland Dedication.** The total net acreage of the Village Park Preserve is 53.694 acres. To satisfy the parkland dedication requirements for this development, the Applicant will be dedicating Outlot C, 5.369 acres of parkland (a gross 5.687 acre parcel less a 0.317 gas line easement). Outlot D will be dedicated to Reid Park to help satisfy parkland dedication requirements for a future development (Gonyea West) for a different developer (Gonyea). Additionally, the revised preliminary plans also show Outlot G as being dedicated towards a developer-owned parcel of land that will house a private totlot.

**Land to Be Dedicated.** Gonyea is willing to dedicate Outlot D to the City as part of Village Park Preserve Final Plat provided the city memorialize in an agreement that it is willing to accept this parcel as parkland to satisfy parkland dedication requirements for Gonyea West. This will allow an extension of Reid Park to extend all the way to the Village Park Preserve Development.

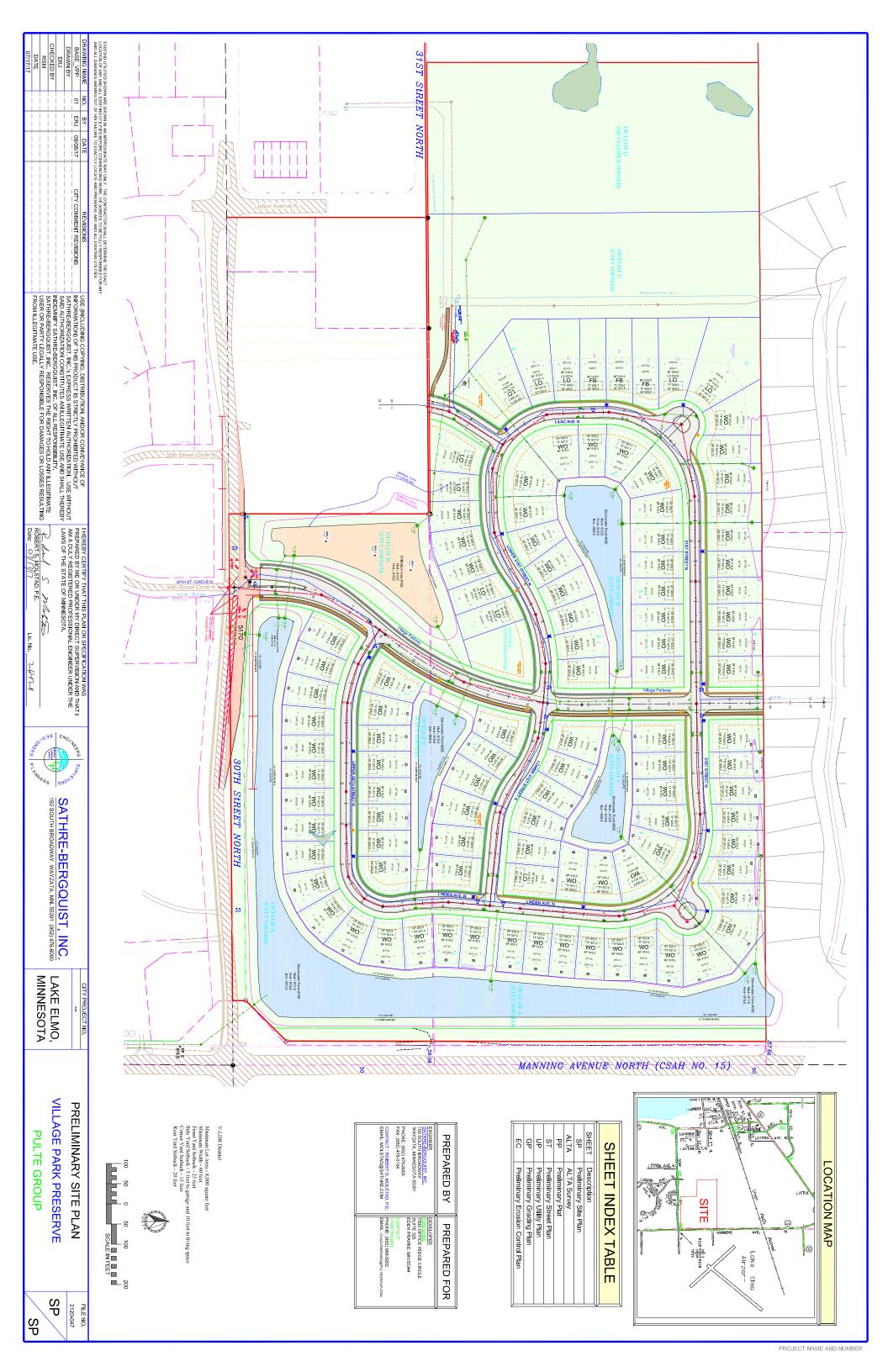
**Trail.** There is a proposed trail that starts to connect the development to Reid Park but is not proposed to connect entirely. Either the Developer will need to agree to construct this trail in addition to the already-satisfied parkland dedication; the City will need to construct this trail; or the developer may dedicate less land towards parkland dedication. This trail is not on the City's Comprehensive Plan Trail Plan.

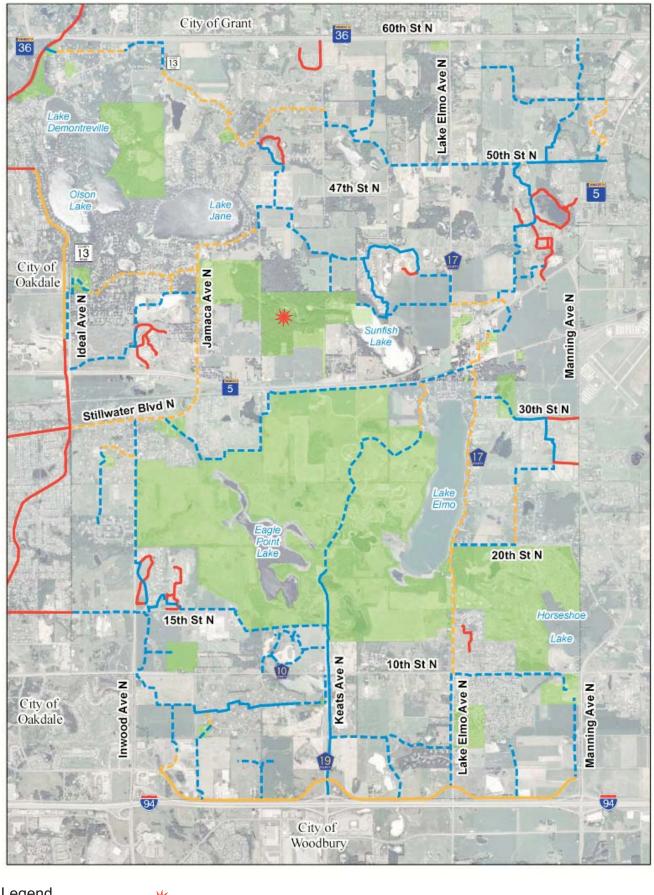
#### **FISCAL IMPACT:**

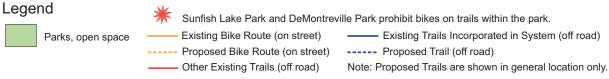
The Applicant will not be paying any fees in lieu of required parkland dedication, as the required amount of land will be dedicated towards parkland.

# **ATTACHMENTS:**

• Village Park Preserve Final Plans Layout













August 15, 2017

City of Lake Elmo Attn: Emily Becker 3800 Laverne Avenue North Lake Elmo, MN 55042

RE: Village Park Preserve – Parks & Trails

Dear Emily:

Unfortunately, I and other key team members are unable to attend the Parks Commission meeting on August 21<sup>st</sup>. Please accept this letter as part of the packet and record for Village Park Preserve. This letter addresses the two park related issues.

# **Park Dedication**

There was some discussion during the August 14<sup>th</sup> Planning Commission meeting about the best way to handle park dedication. After discussing this issue further with Gonyea, our team has decided that we will be dedicating both Outlot C and Outlot D to the City in conjunction with recording of the 1<sup>st</sup> Addition final plat. Gonyea will need written assurance from the City that Outlot D can be utilized as allocated park dedication on a future development within the City.

# **Trail**

Another discussion point at the Planning Commission meeting was regarding a potential trail extension from within the Village Park Preserve neighborhood to Reid Park through Outlots C and D. We have no preference on this issue and will therefore take no position on it.

If you have questions, please contact me directly at 952-229-0722 or paul.heuer@pultegroup.com.

Sincerely,

Cc:

Pulte Homes of Minnesota Paul Heuer

Director of Land Planning & Entitlements

Craig Allen, Gonyea Eric Padget, Pulte Homes



DATE: 8/21/2017 **REGULAR** ITEM #: 8 **MOTION** 

**TO:** Parks Commission

**FROM:** Emily Becker, City Planner

**AGENDA ITEM**: Royal Golf Final Plat

**REVIEWED BY:** Stephen Wensman

# **BACKGROUND:**

The City has received application for Final Plat for the Royal Golf Club at Lake Elmo. The 1<sup>st</sup> addition will consist of 73 residential home sites, including 28 traditional single family detached lots and 45 "villa" lots for detached single family townhomes.

# **ISSUE BEFORE THE COMMISSION:**

The Parks Commission is being asked to review the proposed Royal Golf a Lake Elmo Final Plat and provide feedback.

# PROPOSAL DETAILS/ANALYSIS:

**Trails.** The approved preliminary plat proposed construction and dedication of over 10,000 lineal feet of paved trails. Credits for trails constructed within the right-of-way will not be given. An exhibit is attached to this report which depicts phasing of these trails. The 1<sup>st</sup> Addition will include construction of approximately 1400 lineal feet in length along 20<sup>th</sup> Street North, in outlots that total a little over an acre.

**Appraisal.** The developer was required to obtain an appraisal for the value of the property. The appraised value was determined to be \$8,000,000.00. Per City Ordinance, parkland dedication required for the zoning district in which this proposed development is to be located is 10% or fee in lieu of land dedication. Because the development is not proposing a public park, the developer will be required to pay \$800,000, less credit received for the construction of proposed trails.

The developer will receive credit for 30-foot wide trail corridors (even though some areas of the proposed corridors are wider than 30 feet), less wetland buffers. Park dedication for the first phase will be based on the percentage of the acreage in the entire development being platted with the first phase, less the credit received for the land and construction of the trails within the first phase.

**Expected Dedication with the First Phase and Future Phases.** The developer has provided estimates on anticipated parkland dedication fees. The developer estimates that \$45,240 will be paid to the City for the first phase and that \$180,961 will be paid overall after credit is received for construction of the trails. It should be noted, however, that the developer included costs such as grading, civil engineering, retaining walls (that were constructed to support the trails), and wetland buffers in these costs/credits. It is being

verified by the City Attorney if credit can be received for the aforementioned expenses relating to construction of the trail.

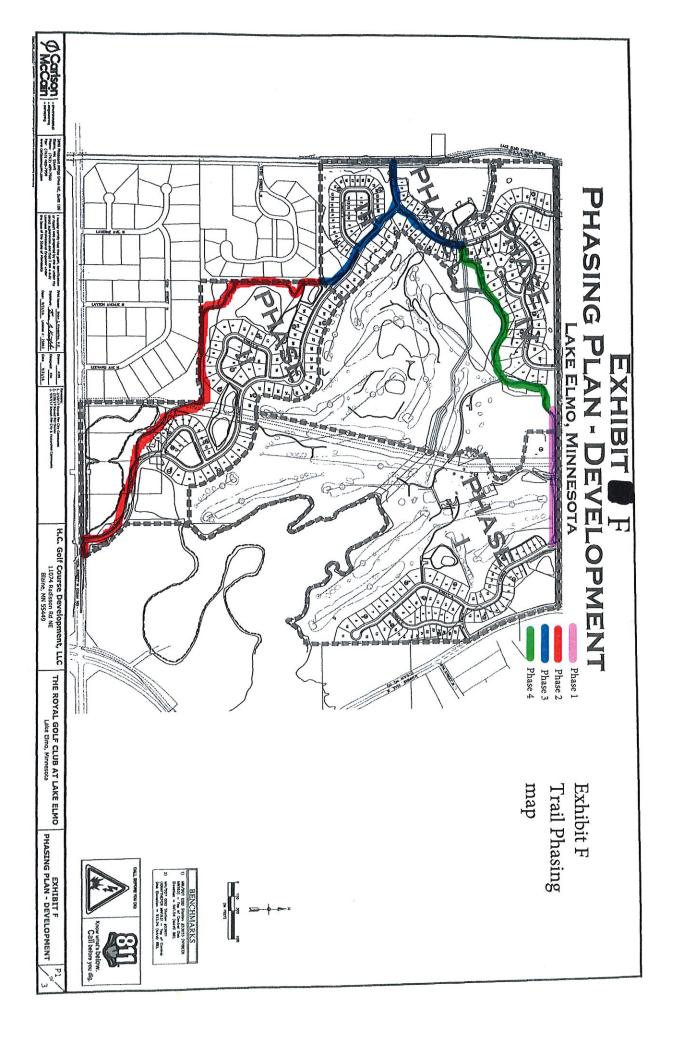
**Future Trail Corridor Dedication.** The Commission should consider whether the outlots for the future phases of the trails should be dedicated to the City at 1<sup>st</sup> phase or at a later date. If the development fails, trails within these outlots would not be constructed, and the City would have unusable outlots.

# **FISCAL IMPACT:**

The City will receive a fee in lieu of parkland dedication in the amount of \$800,000, less the cost of the construction and dedication of trail corridors.

# **ATTACHMENTS:**

• Royal Golf Trail Phasing Map





DATE: 8/21/2017 **REGULAR** ITEM #: 9

**TO:** Parks Commission

FROM: Rob Weldon, Public Works Director

**AGENDA ITEM**: Adopt-a-Park Program

**REVIEWED BY:** Emily Becker, City Planner

**BACKGROUND:** The City of Lake Elmo currently has 17 city parks maintained by the Public Works Department. These parks include natural areas, trails, playgrounds, tennis courts and ball fields.

**ISSUE BEFORE COMMISSION:** Is the Parks Commission interested in exploring an Adopt-a-Park program beginning in the Spring of 2018?

**PROPOSAL DETAILS/ANALYSIS:** An Adopt-a-Park Program would consist of very minor park maintenance focusing on making parks more appealing. Volunteers would perform tasks such as general spring and fall clean-up to remove debris, flower planting, and weeding. All materials needed would be provided by the city and coordinated through Public Works

Adopt-A-Park is a public service program for volunteers who are interested in cleaning up Lake Elmo's parks. It is an excellent way for residents and organizations to make a personal contribution to the community.

**<u>FISCAL IMPACT:</u>** None. A volunteer program such as this may potentially save the city money as it could reduce the need for public works staff to carry out minor maintenance activities.

**OPTIONS:** Direct Staff to further explore an Adopt-a-Park Program

Direct Staff not to explore an Adopt-a-Park Program

Table for further discussion