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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
November 20, 2017 6:30 PM**

AGENDA

1. Call to Order
2. Approve Agenda
3. Approve Minutes
 - a) October 16, 2017
4. Wyndham Village Sketch Plan
5. Legacy at North Star Preliminary Plat and PUD
6. Washington County Landfill Land Use
7. Mountain Biking in Lake Elmo Parks – Update and responses from 3rd parties
8. Multi use trails in Sunfish Lake Park – Winter Use
9. 2018 Work Plan
10. December 2017 Meeting Agenda
11. Staff Reports & Commission Update
12. Adjourn

****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 October 16, 2017

Members Present: Chair Frick, Commissioners Ames, Mayek, Nelson, Olinger, Pearce, Steele, and Zeno

Members Absent: Commissioner Nuenfeldt

Staff Present: City Administrator Handt, Public Works Lead Worker Colemer, Planning Director Becker, City Planner Prchal

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

Approval of Agenda

Motion by Olinger to approve the agenda as amended, seconded by Frick. Motion passed.

Approval of Minutes

Frick requested that there be a change to the minutes, to add 'motion passed', in the Village Park Preserve section. Frick also suggested that a change to the Staff Reports section regarding the Sunfish Lake Park Guide not the Sunfish Forest Management that was previously approved. Steele requested a change to the Village Park Preserve section to remove expressed from his comments.

Motion by Frick, seconded by Olinger to approve the minutes with the changes suggested.
Motion passed.

Recognition of Shane Weis

Frick stated that the Parks Commission had requested that we provide recognition to Shane Weis for his years and hours of service. Frick mentioned that the Parks Commission is a volunteer board and thanked the Commission for spending the evening volunteering. She also thanked staff for putting the recognition together.

Steele suggested the addition of the Chair and Mayor signing the recognition.

Frick made a motion to approve the Resolution recognizing Shane Weis. Pearce seconded the motion. Motion passed.

Adopt-a-Park Program

Colemer stated that Public Works has decided to take over the Adopt-a-Park Program. They will keep track of who is adopting the parks and recognize them. Three parks within the city have previously been adopted; however, the families are no longer in the city.

Zeno said he is a supporter of the program. He stated that it provides community ownership of the parks. He would also like to see the signs with the names of the individuals that adopted the parks located near the park signs so they are more visible.

Frick asked if it would just be families that would be allowed to adopt parks or if HOA's could. Steele suggested that protocol information is established and added to the City website. Frick made a motion for staff to further explore the program, draft a policy and bring it back before the Commission. Motion passed.

Central Greenway Regional Trail Update

Becker presented that the County selected SRF Consulting from the Request for Proposal to develop routes for the trail. A technical advisory committee will be established and meet 3-5 times to providing updates on the trails and getting feedback from residents. Staff would like to see someone from the Parks Commission on the technical advisory committee.

The study will be completed by December 31, 2018.

Mayek volunteered to be on the committee.

Sunfish Lake Forest Management Plan

Becker stated that at the June 19th Parks Commission meeting the breakdown of the Sunfish Forest Management Plan was discussed. At that meeting two members had volunteered to go out and do an assessment of the park. Frick sent an email to staff mentioning the location of the greatest amount of windfall damage in the north and south in the park. The restoration of the south site and buckthorn removal were recommended.

Frick further explained she is not an arborist and did not identify trees except if obvious, like laying across the trail. She mentioned that she would be happy to send Public Works a map of trees that have fallen along the trail. She described the area in the most need as the north part of the park near the Tapestry neighborhood. It is esthetically displeasing and is likely a fire hazard. She said she identified this section in the north as first priority, then another section in the south, followed by addressing oak wilt. She said that Buckthorn is a huge issue within the park especially to the south and west, however since it is such a large amount, the manual removal methods would take a long time. She suggested that in talking with the Mayor and City Administrator the idea of using goats had been discussed and would likely be the best way to address the issue, but it takes time and planning to rent the goats.

Olinger mentioned that she looked at the park more as a whole. She determined the same location as Frick, near the Tapestry neighborhood, that has the most dry dead wood that should be removed from the park as a starting point.

Handt said that this information could be taken back to the Public Works Director and determine if this work could be handled by staff this winter in January or February. Public Works will have to prioritize snow removal this winter but will work on tree removal when they can.

Colemer requested that Public Works be provided access from Tapestry to do the tree removal in order to cut a lot of time off the project, since that is the location the trees. The City was never given access easement to the park from the neighborhood.

Continental Concept PUD Plan Review

Becker shared that the City has received a Comprehensive Plan Amendment and a Concept Plan Review for a PUD for a 300 unit multifamily development. There are no parks planned within the development and no trail is designated along the future road. The trail plan does indicate a trail should be installed there. The City would require a trail along the street that connects 5th Street to Hudson Blvd.

The Planning Commission requested that the Parks Commission review this application to determine if there is a need for a private Tot Lot within the development, maintained by the Property Management. And have it be a condition of approval, provided the development moves forward.

Continental provided statistics on their typical demographics within the state with 9% of residents being between the ages of 0-17.

Continental is providing amenities including a dog park, pool, clubhouse, fitness center, outdoor bbq.

Frick made a motion to support staff recommendation to approve a trail over a sidewalk and that we would not recommend the need for a Tot Lot or land dedication, but accept the park dedication fee

Zeno stated that if the trail is constructed along the road, it will be used as a sidewalk and not a trail. He recommended that it would be safer for bikers to have a lane on the road, not a trail next to the road.

Steele asked if it was unrealistic to request that the road be 6 ft. wider and a sidewalk be installed.

Staff stated that the motion did not get seconded and the motion failed.

Steele made a motion to approve an extra 3 ft. wide striped shoulder lane on each side along the road for bikes and approve a 6 ft. wide sidewalk for pedestrians, that the City would accept the fee for the Parkland Dedication, and not require a Tot Lot. Mayek seconded the motion.

Pearce said he agrees with the staff recommendation of a trail for consistency with the area. The motion failed with a vote of 3 to 4.

Pearce made a motion to approve staff recommendation of a trail instead of a sidewalk, that the City would accept the fee for the Parkland Dedication, and not require a Tot Lot. Frick seconded the motion. Motion passed 4 to 3. Dissenting were Zeno, Steele, and Mayek.

Fire Arm Hunt in Sunfish Lake Park

Colemer stated that he has received a number of calls from hunters regarding hunting in Sunfish Lake Park, wanting to know if it will be happening again this year. Colemer said staff is considering allowing bow hunting instead of firearm.

Frick mentioned that archery season is longer than firearm season.

Zeno asked if the park would be closed during hunting season.

Colemer stated that the City in the past couple years has followed the dates the County allows hunting in the park reserve.

Discussion about the number of deer in the area, the need for the hunt, if data was available to support the need, how many hunters would be allowed, type of hunt. Discussion to table or deny the hunt in Sunfish Lake Park due to lack of data to support the need. Additional discussion about timing and if it would need Council approval and be past the firearm season.

Motion passed to deny the two-day hunt in Sunfish Lake Park.

Sunfish Lake Park Biking

Handt mentioned that this item was scheduled for the September meeting, which was cancelled and that the Council has been discussing the Sunfish Lake Park Development and Usage Plan at their workshops. The Council gave direction to staff to contact the MN Land Trust to let them know the City would be looking at different usage of the park. Last week at the Council Workshop, the Council gave the direction of staff to work with the Parks Commission to develop a plan to allow mountain biking on separate trails from walkers, runners, and horseback riders in the park. There is information in your packet discussing biking and in 1992 was prohibited. There was a recodification of the City ordinances in 2007 and there is nothing in there prohibiting mountain biking. After meeting with the MN Land Trust, there is nothing that prohibits mountain biking in the conservation easement, but they did point out that there are erosion control requirements.

Frick stated that in 1994 Council voted to ban mountain biking in Sunfish Lake Park.

Handt explained that when the City recodifies the City Code that they repealed the old code and adopted the new code, verified by the City Attorney. If it is not included in the current code, that means that ordinance no longer exists.

Frick asked about how this may affect the CIP.

Handt stated that council will have the last say on the CIP. She mentioned it just came out of the Finance committee last week and will go to the Planning Commission in November and to the Council in December. If it is something the Council wants to pursue, then they could amend the CIP in December for which year they want to allow for it.

Pearce asked if there are any mountain biking parks.

Handt said she thought the County Park Reserve allows mountain biking, but none in City parks.

Steele stated that he feels there is a 25 year precedent of there not wanting mountain biking in Sunfish Lake Park and that the council has decided to not consult the Parks Commission in the decision to move forward with the ability to mountain bike in the park. Steele feels it is a larger issue that the Council went around a volunteer body of residents and not able to provide public feedback. Steele is concerned about the rush on the process. He is also concerned with maintaining the park.

Frick stated that there has been some residents expressing concern about being left out of meetings and not having their opinions heard. Frick also mentioned that there was not a formal decision regarding mountain biking in Sunfish Lake Park, there has been no public input on this decision despite years of an understanding that there is no biking.

Rolf Larson, mentioned this process is moving quickly and something that isn't being discussed, but should be considered is that a portion of the park is currently reserved for wildlife habitat. If a trail is run through the middle of this section it will ruin the protected habitat.

Zeno suggested that a moratorium be placed on bikes using Sunfish Lake Park at least until May strictly on an erosion control perspective. He would like feedback on the soils at the park. Zeno feels the park is already dense with trails and adding more for separate mountain biking trails takes away from the park. Zeno enjoys mountain biking and would like to see a park in the city, but does not feel this is the park for the trails.

Mayek said he feels the trails were designed for multi-use. He feels a lot of the erosion comes from equestrian use. He also feels the trails were poorly designed for Nordic skiers, the hills are too steep and curves are too sharp. If these were smoothed out it would also cut down on the erosion happening in the park and would cut down on the need for maintenance.

Frick said that she is a trail runner and frequents Sunfish Lake Park, county, and regional parks. She feels that she experiences the same level of traffic in all of the parks she frequents and is concerned there is a desire to increase the usage of Sunfish Lake Park, partially due to safety reasons since visibility in the park is lower than some of the other trails she uses.

Olinger said that although we do have a tradition of no biking in Sunfish Lake Park, there have been other things that have changed over the last 25 years. There has been growth and change within the community. Olinger also mentioned that since this topic keeps coming up over the years, there is clearly a population that is interested in this. She stated that it is something she feels obligated to thoughtfully consider, including taking safety, habitat, and other issues into consideration. Olinger said she would like to see the Commission move forward on developing a plan and not focus on whether they agree or approve of the use.

Zeno would like to take the focus of putting bike trails into Sunfish Lake Park and put the effort into installing mountain biking trails into Lake Elmo.

Frick made a motion for the City Staff to solicit Trail Source and other appropriate trail experts to provide advice on mountain bike trail areas within the City, looking at potential parks and providing analysis of our options. Steele seconded the motion. Motion passed.

Pickleball

Frick stated that John Ames had read an article in the Pioneer Press and asked if the Parks Commission should reconsider putting Pickleball courts in our parks. Frick said she thought this would be more of a discussion than adding it to the 2020 plan.

Handt stated that in the 2020 plan that it was kept generic to allow the construction of a new park, not a specific location, type, or what it would entail. This could be rolled into that funding.

There was discussion that Pickleball was discussed for the Wildflower development briefly.

Frick said that an Inwood neighborhood resident has mentioned there is interest within their neighborhood for a Pickleball court.

Mark Ruppert, an Inwood resident discussed that Pickleball is one of the top fastest growing sports in the country, especially for the 50+ demographic. Ruppert said that he had developed a program in Oakdale where he lived previously, including teaching Pickleball. He also stated that he would like to help with the development of the park near Inwood.

Steele mentioned it would be good to know where existing Pickleball courts are located in the area. Handt replied that Becker included a list of them in the staff report to the Commission.

Colemer said that he thinks putting Pickleball in Lion's Park would be a good use of the seldom used tennis courts.

Zeno stated that he loves the idea of Pickleball courts. Zeno would like to stripe some of the existing tennis courts to allow for Pickleball.

Handt said that restriping courts with good surfaces could be considered maintenance on the park and would not need to go through the CIP process. Anything that is \$25,000 or more goes into the CIP approval process.

No motion needed on this item.

November Meeting

Preliminary Plat for Gonyea West

A development southwest of the Northport development

Work plan for 2018

Staff Reports and Commission Update

Handt gave an update on the Royal Golf Park Dedication fee. Handt stated that the fee was increased to over \$600,000.

Handt reported that Savona Park is being graded where the playground equipment will be located.

Colemer reported that the rubber mulch was installed at Easton Village and that there will be minor restoration to do at the park due to equipment being used to install the mulch.

Colemer stated that mulch was delivered for Ridge Park.

Handt mentioned that Lions Park is on track to be completed by next month so that it can be ready for spring to complete.

Meeting adjourned at 9:11 p.m.

**Respectfully Submitted,
Tanya Nuss**



STAFF REPORT

DATE: 11/20/17

REGULAR

AGENDA ITEM:

TO: Parks Commission

FROM: Emily Becker, Planning Director

ITEM: Wyndham Village Subdivision Sketch Plan Review

REVIEWED BY: Ben Prchal, City Planner

BACKGROUND:

The Parks Commission is being asked to review and make recommendation on the proposed sketch plan for Wyndham Village and provide feedback.

REVIEW/ANALYSIS:

Park Dedication. The proposed development is to the east of Reid Park. With recording of the Northport plat, the City received approximately an additional 12.5 acres of parkland for an extension of Reid Park. The Neighborhood Park Search Area map of the Comprehensive Plan's Parks and Recreation Plan does not identify this area for a neighborhood park. Therefore, Staff would not recommend that parkland be dedicated within this development and that the City accept fees in lieu of parkland dedication. Per the City's Subdivision Ordinance, 10% of the fair market value of the land will need to be paid as the parkland dedication fee. The fair market value of the land is determined by current market data, if available, or by obtaining an appraisal from a licensed real estate appraiser, and the subdivider is required to pay for the appraisal. In this case, if the owner of the property will be selling the land to the Applicant to be developed, there will be current market data available. If the owner is not selling the land, an appraisal to determine the fair market value will likely be required in order to determine the amount of parkland dedication the City will receive. The Parks Commission will review the proposed sketch plan on November 20, 2017.

Trails. No trails are being proposed within the development, only a sidewalk on the west side of Liberty Court North. There is already a trail along the south of 30th Street, and the developers of Northport will be constructing a segment of a trail from the southern edge of that development off Liberty Court North. This trail segment will not connect to the existing trails in Reid Park, however, as approved by Council. The City may extend this trail through to the existing trails in Reid Park in the future. The City's trail plan indicates a trail along 30th Street North, which already exists on the south side of the street.



FISCAL IMPACT:

The developer would be required to pay 10% of the assessed value of the land, which would go to the park dedication funds.

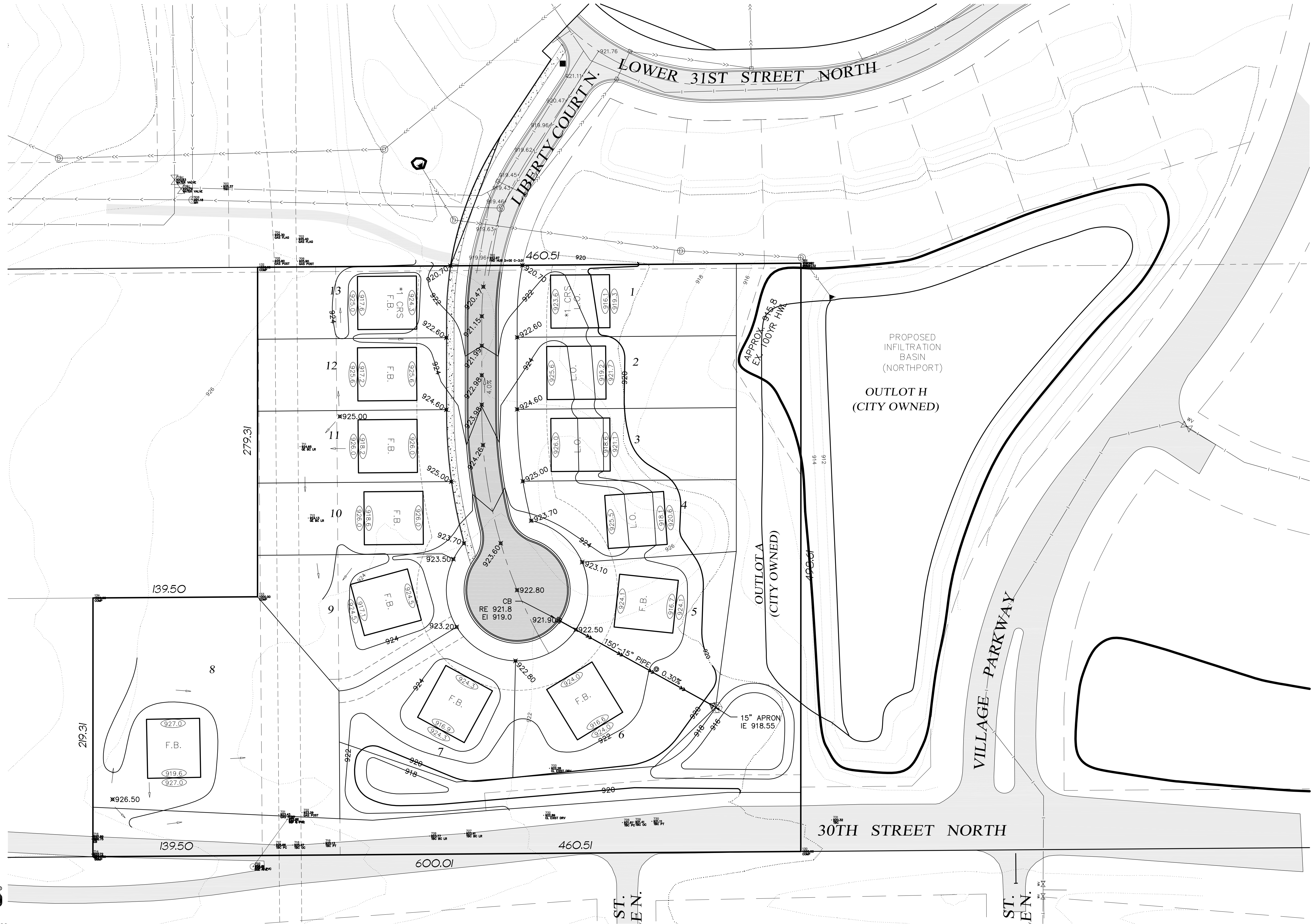
ATTACHMENTS:

1. Subdivision Sketch Plan

S:\Projects\Lake Elmo\Drawings\17-1724 LAKE ELMO RESIDENTIAL\17-1724 CAD\17-1724 BASE 1.dwg 10/12/2017



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PRELIMINARY GRADING & DRAINAGE PLAN
LAKE ELMO RESIDENTIAL

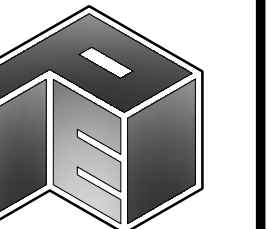
DRAWN BY: C.M. DESIGN BY: C.W.P.
CHCKD BY: C.W.P. PROJ. NO. 17-1724
ORIGINAL DATE: OCTOBER 13, 2017

DATE	REVISION DESCRIPTION

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Charles W. Plowe
CHARLES W. PLOWE LIC. NO. 16227
DATE: 10.13.2017

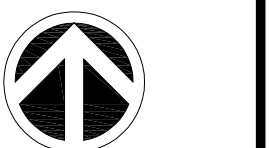
LAKE ELMO RESIDENTIAL
LAKE ELMO, MINNESOTA
PRELIMINARY GRADING
& DRAINAGE PLAN

PREPARED FOR:
J.P. BUSH HOMES



SITE PLANNING
& ENGINEERING
PLOWE
ENGINEERING, INC.
6776 LAKE DRIVE
SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210
FAX: (651) 361-8701

NORTH



0 20 40
1 INCH = 40 FEET

C2

STAFF REPORT



PARKS COMMISSION

DATE: 11/20/2017

ITEM #: __

TO: Parks Commission
FROM: Emily Becker, Planning Director
AGENDA ITEM: The Legacy at North Star Preliminary Plat and Planned Unit Development (PUD) Plans
REVIEWED BY: Ben Prchal, City Planner

BACKGROUND:

GWSA Land Development is requesting Preliminary Plat and Development Stage (Preliminary) Planned Unit Development (PUD) Plans for a 276 single family residential development on +/- 98.9 acres (net).

ISSUE BEFORE THE COMMISSION:

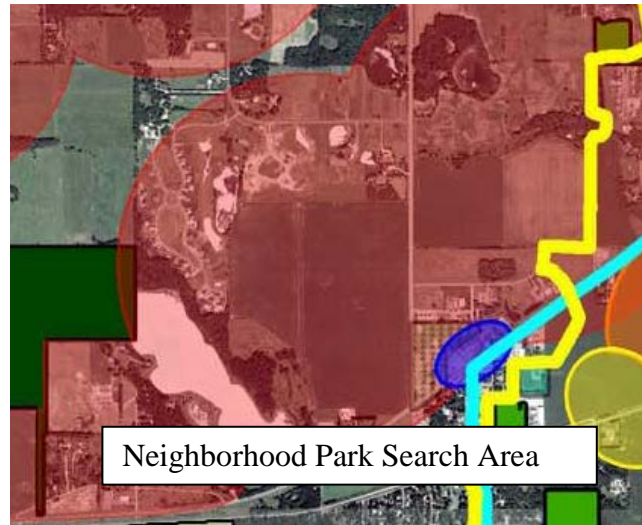
The Commission is respectfully being requested to review and provide feedback to the developer, and make a recommendation on proposed parkland to the City Council for the Preliminary Plat and Planned Unit Development to be called Legacy at North Star.

PROPOSAL DETAILS/ANALYSIS:

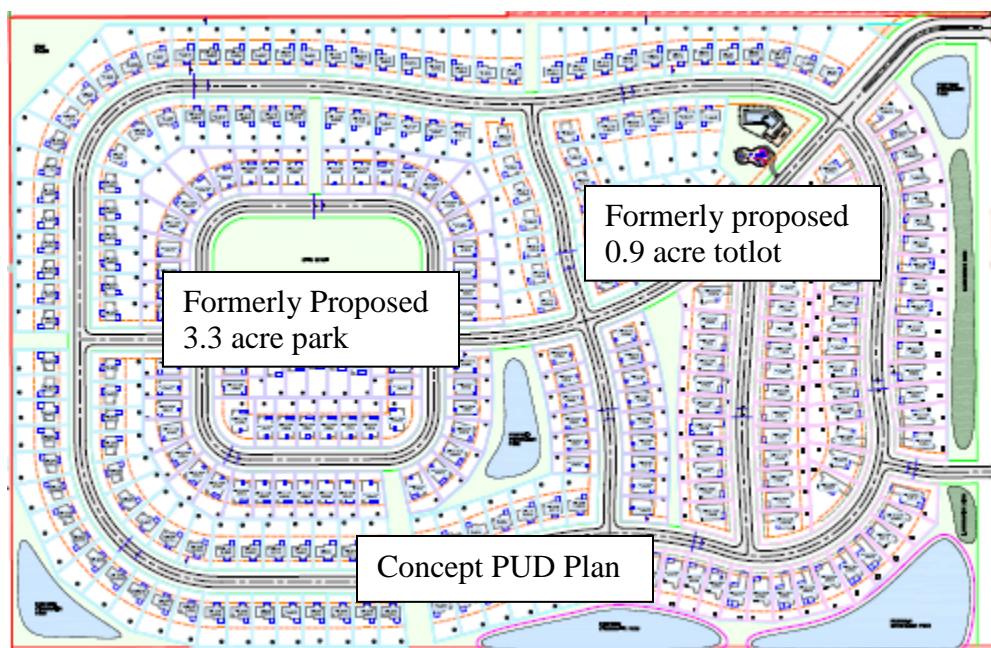
Parks.

- *Park Dedication Requirement.* The park dedication requirements for a 98.93 acre development is 9.893 acres of parkland, or a combination of parkland or fees in lieu of parkland.
- *Park Dedication Partially Satisfied.* With the recording of the Northport plat, the developer will deed over Outlot D of that plat. The City entered in to a Memorandum of Understanding that allowed the developer to receive park dedication in the amount of 6.51 acres (the net acreage of Outlot D) for the subject development. Therefore, the developer is still responsible for 3.383 acres of park dedication.
- *Neighborhood Park Search Area.* The Comprehensive Park Plan identifies a neighborhood park search area over the proposed development area.
- *Parks Commission Review of Concept PUD Plan.* The Parks Commission reviewed the Concept PUD Plan on May 15, 2017, and while knowing that the proposed development is within a Neighborhood Park Search area (see below), voted 6-1 to recommend that the City accept fees in lieu of parkland dedication for the development. The Parks Commission was in favor of the proposed park as presented with the Concept PUD Plan (as shown below

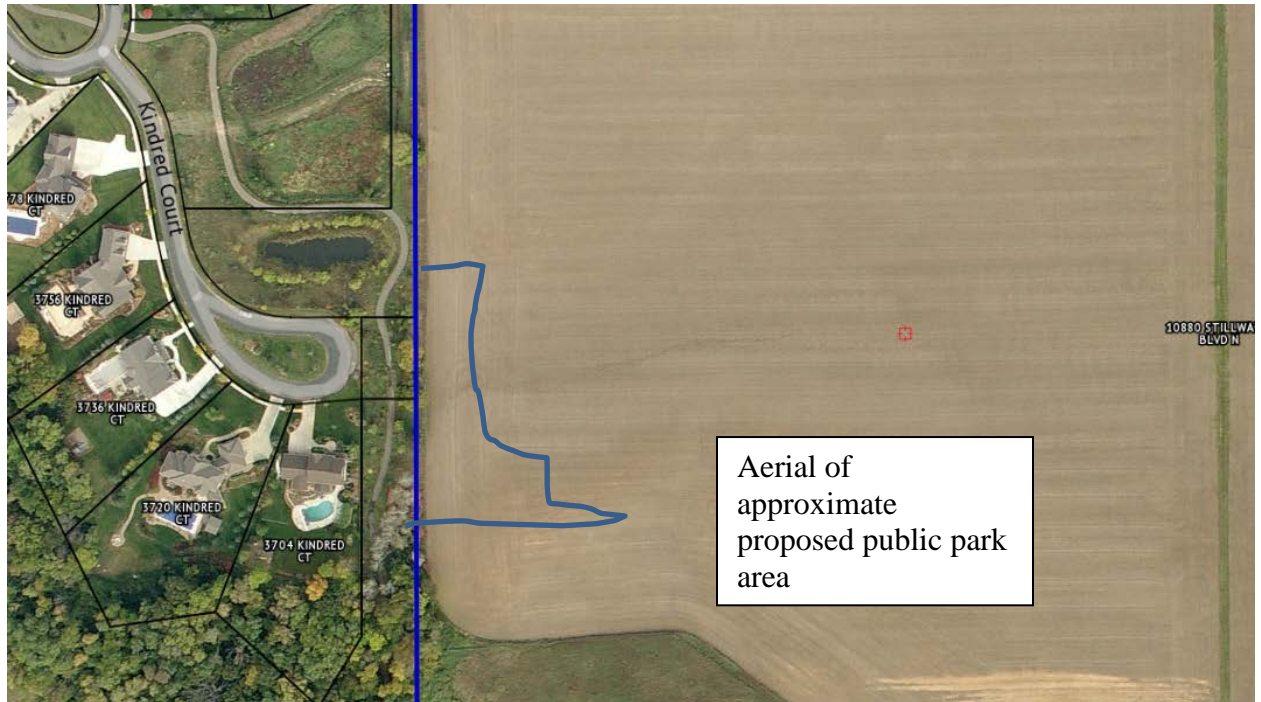
the map of the Neighborhood Park Search area) but was concerned about the number of neighborhood parks the City already has and the increased maintenance the addition of another neighborhood park would create. They recommended that the park proposed in the Concept PUD Plan be a private park and HOA-maintained.



- *Changes since Concept Plan.* With the Preliminary Plat and PUD Plan application, the applicant has removed the park that was near the center of the development and replaced a previously 3.3 acre proposed public park area in the southwest corner. Additionally, the previously 0.9 acre totlot area has been moved from the northeastern area of the development to the southeastern corner. The sizes of the proposed park areas have also increased as explained below.



- *HOA Park.* With the Preliminary Plat and PUD Plan, the developer is proposing a 4.85 acre site with a small playground, swimming pool, sport court, and clubhouse near the northeastern entrance to the development to be Homeowners' Association (HOA) owned and maintained. The park is screened with a landscaping berm but is near a stormwater pond. The applicant should provide some sort of fencing or something of that nature to protect children from wandering in to this pond. There is parking proposed within the park, as this was a condition of approval of the Concept PUD Plan. However, this parking lot will need to be screened as explained further in the Landscaping and Tree Preservation section of this report.
- *Proposed Public Park.* The developer is also proposing a 4.24 acre park/open space area on the southwest portion of the site. This land includes stormwater ponding for the development. Staff does not recommend that the developer receive credit for all of this land because the stormwater pond is required to retain the stormwater for the development. Additionally, this park is located in the shoreland district. The City's shoreland ordinance does indicate that outdoor recreational facilities for use by owners of lots in the subdivision and general public, but it may not include road rights-of-way, or land covered by roads, structures, or parking surfaces and would need to adhere to the open space maintenance and administration requirements which require deed restrictions, covenants, permanent easements or other instruments that prohibit future vegetative and topographic alterations other than routine maintenance, construction of buildings or storage of vehicles and other materials, and ensure preservation and maintenance of open space. If the City took this space on as parkland, the City would need to provide these instruments, but if the park was HOA-maintained, the developer would need to provide it. Additionally, Staff feels that the park proposed in the Concept Plan was much more desirable for the development because of its central location. If the City wishes to accept this park as parkland, Staff recommends that the developer still not receive credit for parkland dedication and provide the parkland as an amenity in exchange for PUD flexibility. Additionally, the stormwater pond should be fenced for safety.



Trails. The Comprehensive Trails Plan identifies a needed trail along the north edge of the development to connect to the private Sunfish Ponds HOA trail and an east-west trail connecting Lake Elmo Avenue near 39th Street east to the private Hamlet on Sunfish Lake HOA trails on the north side of Sunfish Lake.

Note: According to City records, the Hamlet HOA trails were paid for by the City and were supposed to have been dedicated to the City when the plat was recorded. The Hamlet HOA currently maintains the trails.



- *Parks Commission Review of Concept PUD Plan.* At its May 15, 2017 meeting, the Parks Commission stated (with a vote of 7-0) that they would like to see the trails connecting to the private Sunfish Ponds trail and to the private Hamlet on Sunfish Lake trail, provided the City is able to obtain ownership and maintenance responsibility for those trails. The Parks Commission indicated they would put forth an effort in helping obtain this ownership. Commissioner Ames has made some progress on this, but Staff has not heard an update since before August of 2017.
- *Trail to Hamlet on Sunfish Lake.* The developer has proposed a trail that will connect Lake Elmo Ave N to the Hamlet on Sunfish Lake Development trail, however, approval has not been obtained from the Homeowners' Association as of yet. If this trail is still desired and if the City does not wish to accept the southwest corner park as park land dedication and still desires the trail connection to Hamlet, park dedication credit would be given for the value of the land under which the trail is located (30-foot wide corridor) and the construction of the trail, unless the developer is willing to provide this as an amenity.
- *Trail Along CSAH 17.* The Planning Commission should also consider the need for a trail along CSAH 17 to provide safe pedestrian connectivity from this development to developments north and to the Village area to the south. The Washington County Comprehensive Plan 2030, Planned Trail System, does not identify a trail along this section of CSAH 17; however, future plans and county road projects may incorporate trails.
- *Safe Routes to School.* The development will connect to 39th Street, which would loop across and connect to Stillwater Blvd N, which does not currently have an off-road trail. A pedestrian ramp should be required to get safely across Lake Elmo Ave, possibly with some sort of pedestrian crossing signal to get kids across safely.

OPTIONS:

The Commission may:

- Recommend the public park on the southwest corner of the site be dedicated to the City and that the developer receive credit for the value of this land to satisfy the remaining 3.383 acre requirement of parkland dedication.
- Recommend the public park on the southwest corner of the site be dedicated to the City and that the developer not receive credit for the value of this land to satisfy the remaining 3.383 acre requirement of parkland dedication and pay fees in lieu of park land dedication for the value of these remaining acres.
- Recommend the public park on the southwest corner of the site not be dedicated to the City and that the developer pay fees in lieu of park land dedication for the value of the remaining 3.383 acre requirement of parkland dedication.
- Recommend the public park on the southwest corner of the site not be dedicated to the City and that the developer pay fees in lieu of park land dedication for the value of the remaining 3.383 acre requirement of parkland dedication, less the value of the land under and cost of construction of the trail.

The Commission should also recommend whether or not there should be a trail connecting the development to the Hamlet on Sunfish Lake Development.

RECOMMENDATION:

Staff recommends the Parks Commission review the proposed Preliminary Plat and PUD Plans and make recommendation to Council, choosing one of the options listed above.

ATTACHMENTS:

1. Preliminary Plat and PUD Plans
2. Parks Commission meeting minutes from Concept PUD Plan review (May)

Gonyea West Plat

Becker shared that the City has received an application for a development called Gonyea West. It is located west of Lake Elmo Avenue, across from Village Preserve. They are proposing 279 units. They will need to dedicate 10% of the land or about 10 acres. However they also have preliminary plat approval for land south of Easton Village and have proposed 15 acres for a Reid Park extension. They are being given a credit for this development of approximately 6 acres for this development. They are proposing a neighborhood park of .9 acre that will not be maintained by the City and a 3.4 acre open space. The park land dedication fund would not be receiving any additional funds for this development.

Becker said staff is looking for feedback regarding this concept plan. Staff would like feedback regarding the proposed parks and trail that will connect to the Hamlet at Sunfish Lake neighborhood, where the trails are private. This development falls within a neighborhood park search area and this is also called out as needed trail connection. Your feedback could go to Planning Commission and City Council.

Ames asked about the other development they want credit for, did we approve that?

Becker answered that the other development received preliminary plat approval with the additional land for future credit.

Ames asked about the land near the pool. Would that be land that they are counting toward park land?

Becker answered that it would not be dedicated land and would not count. Since they are looking at doing a Planned Unit Development, that area may account for amenity points toward this type of development. Becker said that they are requesting this a Planned Unit Development and they are required to have 20% open space.

Ames asked for clarification on the location of the trail connection. Ames recalls that Sunfish Ponds was open to some connections to trails if we maintained them. Is there a way to discuss this with the neighborhood?

The mayor said he attended their HOA meeting this year and last year and they have not expressed interest in connecting, but in remaining private. It would be something to discuss with them.

Discussion around park land dedication versus park land fees. They discussed having to maintain the open space proposed within this development and the cost. They talked about the amount they could collect in dedication fees in lieu of land.

The commission voted on whether they supported the developer's proposal for parks and land. The commission voted in favor with the exception of Weis.

The commission voted to support the trail connection if the adjoining neighborhoods to the west would open up their trails for this type of connection. Otherwise no trail connection would be supported. Motion passed unanimously.



STAFF REPORT

DATE: 11/20/17

PUBLIC HEARING

AGENDA ITEM: 4B

TO: Parks Commission

FROM: Emily Becker, Planning Director

ITEM: Creation of new Landfill Land Use Category within the Comprehensive Plan Re-guiding Land Management Area of Washington County Landfill to Landfill Land Use Category

REVIEWED BY: Ben Prchal, City Planner

BACKGROUND:

The Minnesota Legislature, in 1994, adopted a Landfill Cleanup Act (LCA) (M.S. 115B.39-115B.45) which created the Closed Landfill Program (CLP), designating the Minnesota Pollution Control Agency (MPCA) responsible for clean and long term care of 112 closed, municipal, solid waste landfills throughout the state, making it responsible for managing risk to public health and environment associated with landfills. M.S. 115B.412, Subd. 9 requires the MPCA to develop a Land Use Plan for each landfill and that local government units (LGUs) make their land use plans consistent with the MPCA's plan for the site.

The Washington County Landfill within the City of Lake Elmo is subject to the statute that requires the MPCA develop a land use plan with which the governing body's land use plan must be consistent.

ISSUE BEFORE COMMISSION:

Should the fenced off portion of the landfill be guided and zoned consistently with the MPCA's Closed Landfill Use Plan (CLUP) as required per State Statute?

DETAILS/ANALYSIS:

Areas of Concern. The CLUP was created due to the following areas of concern:

- *Groundwater Areas of Concern.* The presence of activities that require use of groundwater may be impacted or precluded by contamination from the landfill or may cause groundwater flow direction to change thereby impacting the user or others nearby.
- *Methane Gas Areas of Concern.* Methane gas is an odorless gas produced when municipal solid waste decomposes, and can be explosive in confined spaces such as basements when mixed with air. Presence of certain activities, such as construction of enclosed structures, may be impacted or precluded by subsurface migration of methane gas.

Current Restrictions to Subject Parcels. Declarations of Restrictions and Covenants for the site already restrict constructing, excavating, placing any structure

What is proposed to be re-guided and rezoned? A lot line adjustment will be processed that will create a parcel that includes *only* the fenced in area of the park. *Only* this parcel will be re-guided and rezoned. The public is not allowed to access this site as it is.

What is it being proposed to be re-guided and rezoned to? A Closed Landfill Restricted category will need to be created in the Comprehensive Plan as well as a Closed Landfill Restricted zoning district. The rest of the area will remain Parks and Open Space/Public and Quasi-Public Open Space and will still be a part of Sunfish Lake Park.

Reason for Comprehensive Plan and Zoning Map Amendment. While the restrictive covenants restrict the property in regards to well installation and the construction of buildings, the MPCA also requires a Land Use Plan to be developed that identifies uses that commensurate with the MPCA's obligations to take care of the landfill and manage risks the landfill poses to the public, as well as to protect the remedial infrastructure the state has invested, including equipment, landfill cover, etc. Public access or recreation is not allowed on its landfills. Designating the entire Land Management Area as Parks and Open Space would give the impression that all of the site was accessible to the public as park, which is exactly what cannot be allowed.

Next Steps - Parkland Conversion. There are four parcels that make up the Washington County Landfill site located in the City of Lake Elmo. In 1978, these properties received a Land and Water Conversion Fund (LAWCON) grant, which is a federal grant used for the development of outdoor recreation facilities. The Department of Natural Resources (DNR) is responsible for tracking compliance of the conditions to which this grant was given. In 1990, the DNR determined the Landfill Park was unavailable for public outdoor recreation use because of landfill remediation systems, specifically spray irrigation system. The City then began with the required conversion process to convert the land to non-recreational uses to find other land to replace it, but the City has yet to complete this process. The City will need to complete this conversion process, and this may be done with future parkland dedicated with development or through a different process (purchasing parkland, designating donated parkland, etc.). The dedicated land must be equal in value to the land that is no longer usable for recreation purposes.

The next step in this conversion process will be to have a federal appraisal completed for Parcel A which will no longer be available for public recreation use. If the expected value is under \$25,000, a waiver valuation can be submitted, but the appraiser preparing the waiver must have sufficient understanding of the local real estate market to be qualified. Staff has received a quote of \$3,000 to perform the appraisal provided the expected value is under \$25,000.

RECOMMENDATION:

Staff recommends that the Parks Commission recommend approval of the re-guiding within the Comprehensive Plan Land Use Plan and the rezoning of the area only within the fence to Closed Landfill Restricted in order to adhere to State Statute Requirements.

ATTACHMENTS:

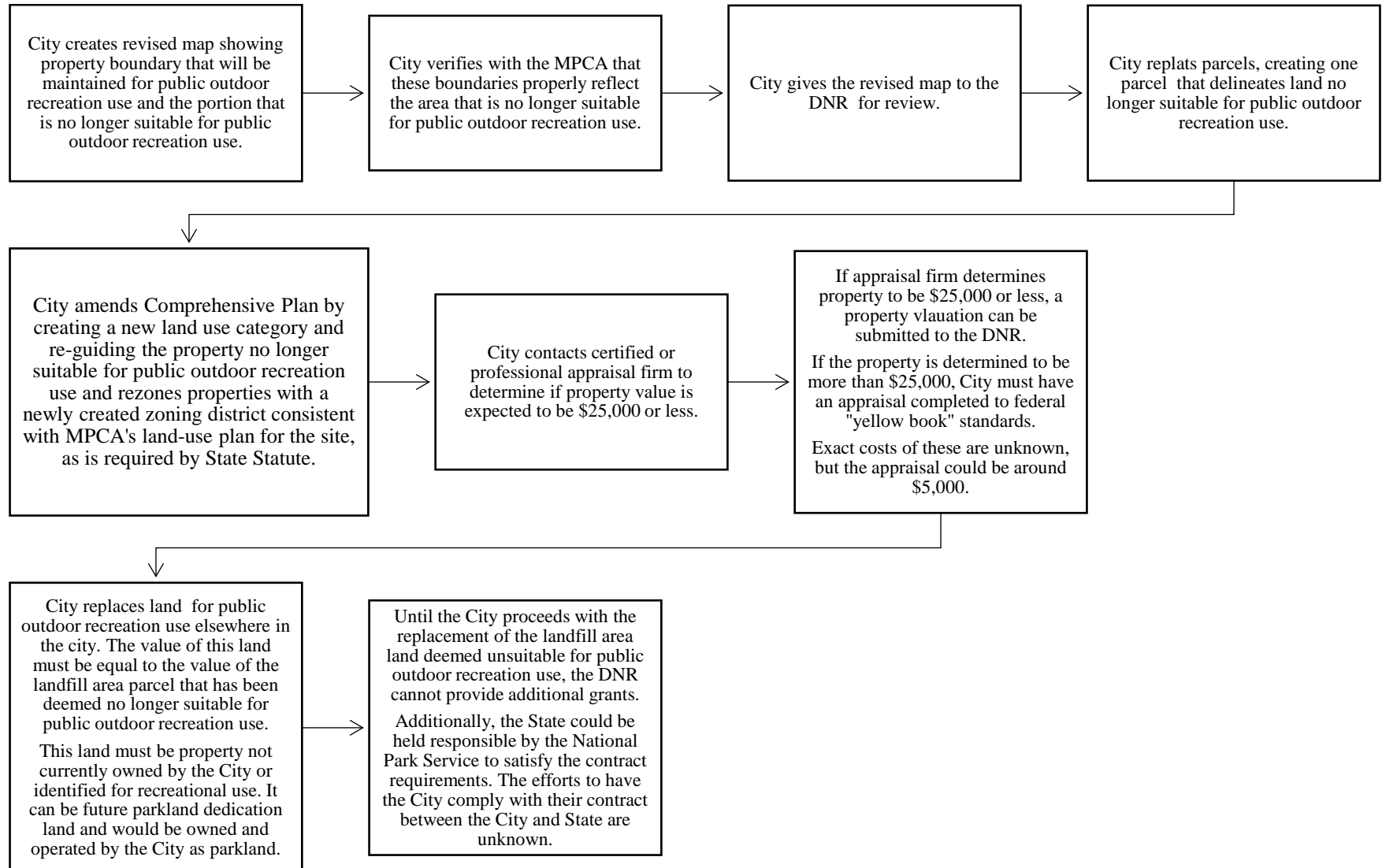
- Aerial of property showing fenced-in area that will be re-guided and re-zoned
- Timeline of events
- CLUP Report

Washington County Landfill Timeline

Year	Event	Details
1969	Landfill permitted.	
1975	Landfill closed.	
1978 & 1979	Land and Water Conversion Fund (LAWCON) grant agreements signed by City and State.	LAWCON is a federal grant that is used for the development of outdoor recreation facilities. The Department of Natural Resources (DNR) is responsible for tracking compliance.
1990	DNR determines Landfill Park unavailable for public outdoor recreation use because of landfill remediation systems, specifically spray irrigation system.	DNR informs City of this determination and recommends the City begin with the required conversion process to convert the land to non-recreational uses and to find other land to replace it.
1993	City Council accepts this determination.	City informs DNR the City will begin appraising new land to replace the Landfill Park.
1994	MN Legislature adopts the Landfill Cleanup Act (LCA) (M.S. 115B.39-115B.45) which created the Closed Landfill Program (CLP), designating the Minnesota Pollution Control Agency (MPCA) responsible for clean and long term care of 112 closed, municipal, solid waste landfills throughout the state.	<ul style="list-style-type: none"> • <i>Mission:</i> Manage risk to public health and environment associated with landfills. • <i>Strategy:</i> M.S. 115B.412, Subd. 9 requires the MPCA to develop a Land Use Plan for each landfill and that local government units (LGUs) make their land use plans consistent with the MPCA's plan for the site. • <i>Issue:</i> Current City of Lake Elmo local land use plan conflicts with MPCA's land use plan.
1995	MPCA takes over responsibility of the Landfill.	An agreement is made with MPCA, Washington County, Ramsey County, and the City entered in to a Landfill Cleanup Agreement (LCA).
1995	DNR informs City the required conversion process is not complete.	Informs the City no further funds will be received until the process is completed.
2010	DNR again requests the City to complete the conversion process.	
2011	City informs the MPCA of the issue for the first time and meeting is held between City Administrator, Engineer, Attorney, Special Projects Assistant and a Parks Board Member, representative from DNR and representative from MPCA.	<ul style="list-style-type: none"> • City claimed the property would remain designated public outdoor recreation use except for the fact that the MPCA has determined a portion of it to be unsuitable for public recreation/use. • MPCA argues that the DNR's determination that the land was unsuitable for public outdoor recreation, as well as City's acceptance of this and its early willingness to begin the conversion, had nothing to do with MPCA's determination and that this determination was made before the Landfill Cleanup Act was enacted.
2013	MPCA drafts a Closed Landfill Use Plan that identifies future land uses that are acceptable to MPCA for the site, or parts of the site.	In addition to closed landfill management, certain areas may be suitable for certain civic uses related to city maintenance, parks or open space, or use as a solar energy farm.
Today	The City has yet to adopt the MPCA land use plan nor has it had the land recently appraised or replaced with other suitable public outdoor recreation use to meet DNR requirements.	

Next Action Steps for City of Lake Elmo: Washington County Landfill

PID#s: 10-029-21-33-0001, 10-029-21-34-0001, 15-292-12-10-0003, 15-292-12-20-0001



CLOSED LANDFILL USE PLAN

WASHINGTON COUNTY LANDFILL

SEPTEMBER 17, 2013

**Minnesota Pollution
Control Agency**



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CLOSED LANDFILL USE PLAN
WASHINGTON COUNTY LANDFILL

INTRODUCTION

In 1994, the Minnesota Legislature adopted the Landfill Cleanup Act (LCA) (Minn. Stat. 115B.39 - 115B.45) which created the Closed Landfill Program (CLP). Under the CLP, the Minnesota Pollution Control Agency (MPCA) is responsible for the cleanup and long term care of 112 closed, municipal, solid waste landfills throughout the State.

The mission of the CLP is to manage the risk to public health and the environment that is associated with these landfills. Landfill gas migration and groundwater contamination can be serious issues at some landfills. These problems can pose a threat to the health and safety of those living or occupying land nearby. In addition, chemicals leaching from landfills can degrade groundwater and surface water resources surrounding them. The MPCA addresses the risk to public health and the environment at the closed landfills by undertaking cleanup actions, operating and maintaining remediation systems (engineered covers, gas-collection and groundwater-treatment systems) and by monitoring groundwater, surface water, and landfill gas.

The risk to public health and safety is also mitigated by implementing land-use controls that minimize public exposure to landfill hazards and protect the state's response action equipment. In other words, future use of land at and around closed landfills needs to be planned carefully and responsibly. Minnesota Statutes 115B.412, Subd. 9 of the LCA requires the MPCA to develop a Land Use Plan for each of these landfills and for local government units (LGUs) to make their local land use plans consistent with the MPCA's plan for the site. Minnesota Statutes 115B.412, Subd. 4 requires the MPCA to provide LGUs certain information about the landfill and to incorporate this information in to their local land use planning. These statutes are provided in Appendix A.

The MPCA considers these statutory requirements, when put together, as a Closed Landfill Use Plan (CLUP). The purpose, then, for preparing a CLUP for each landfill is to:

- protect the integrity of the landfill's remediation and monitoring systems;
- protect human health and public safety at each landfill; and
- accommodate local government needs and desires for land use at the qualified facility with consideration for health and safety requirements.

To meet the requirements of subdivision 9 of the statute, LGUs that have land-use authority must make their land-use plans for the landfill consistent with the MPCA's plan for future use of, and obligations for, the facility. One way to accomplish this is for LGUs to make certain that their land-use designations and/or zoning ordinances are compatible with the MPCA's future responsibilities and uses for the Land Management Area. To meet the requirements of subdivision 4 of the statute, LGUs must consider the information about the landfill's contamination and methane gas migration in its land-use planning and also make this information available to those that want to develop the affected property. Also, LGUs may wish to adopt certain land-use controls in order to better protect public health and safety.

SITE LOCATION AND DESCRIPTION

The Washington County Landfill (Landfill) is located in the city limits of Lake Elmo (City), Washington County, Minnesota (Appendix B). A landfill's Land Management Area (LMA) includes the property described in the Landfill Cleanup Agreement between the MPCA and the landfill owner/operator, and may include adjacent property that contains waste, adjacent buffer property (land acquired for the purpose of restricting use by the public due to landfill gas or groundwater concerns), and adjacent property where response action equipment is located. At a minimum, the LMA will be comprised of the property in the Landfill Cleanup Agreement. In addition, the LMA is the property that is subject to Minnesota Statutes 115B.412, Subd. 9 of the LCA that requires the MPCA to develop a Land Use Plan for the landfill and with which the LGU's land use plan must be consistent. The LMA for the Landfill consists of approximately 129 acres as shown in Appendix C and legally described in Appendix D. The waste footprint is about 24 acres.

The Landfill was permitted in 1969 and closed in 1975. The MPCA took over responsibility of the Landfill in 1995 when the MPCA, Washington County, Ramsey County, and the City entered into a Landfill Cleanup Agreement (LCA) and the MPCA issued the Notice of Compliance. The LMA is divided into four parcels (A, B, C, and D) in the LCA for purposes of describing certain and required remedial response actions (Appendix E shows the location of the LCA parcels). These parcels, in terms of their shape and legal description, are not necessarily the same as the parcels identified by Washington County's property records (i.e. tax parcels). Currently, LCA parcels A, C, and D are owned by the City and parcel B is owned by the State of Minnesota, MPCA.

GROUNDWATER AND METHANE GAS AREAS OF CONCERN

Groundwater Area of Concern

The Groundwater Area of Concern (GWAOC) is defined as the area of land surrounding a landfill where the presence of activities that require the use of groundwater may be impacted or precluded by contamination from the landfill, or may cause the groundwater flow direction to change thereby impacting the user or others nearby. The GWAOC is used to inform the public about the current and potential risks to users of groundwater contaminated by the landfill. In most circumstances this area is not equidistant around the site. The GWAOC is shown in Appendix F.

The surficial aquifer beneath the Landfill consists of glacial sand and gravel. Depth to the water table at the site is approximately 50 feet below the ground surface. The surficial aquifer is contaminated with perfluorochemicals (PFCs) and volatile organic compounds (VOCs) including tetrachloroethene, trichloroethene, and vinyl chloride. The plume of VOCs extends south to the railroad track that is north of Highway 5.

The groundwater area of concern around the Landfill is the Special Well Construction Area (SWCA) established by the Minnesota Department of Health (MDH). The area is defined by the environmental monitoring system that includes 40 monitoring wells and 253 residential wells. This area was expanded by MDH on March 8, 2007 in response to PFC contamination and is approximately 5.3 million square meters. The SWCA includes the plume of mounded groundwater from the Landfill that travels to the

south and southeast and the co-mingled plume to the southwest that includes a plume from the Oakdale Disposal Site through Raleigh Creek and a former plume from the Landfill that discharged to Raleigh Creek from a Tri-Lakes outlet in the early 1990s. The contaminant plume from the Oakdale Disposal Site is identified by PFOS (a type of PFC) that has impacted areas south and west of Raleigh Creek, Eagle Point Lake, the area between Eagle Point Lake and Lake Elmo that is in the Lake Elmo Park Reserve and residential developments that are south of this area to I-94. The bedrock aquifer of the Prairie du Chien and St. Peter Formation are impacted with PFCs to a depth of 200 feet below the ground surface.

Methane Gas Area of Concern

The Methane Gas Area of Concern (MGAOC) is defined as the area of land surrounding a landfill waste footprint where the presence of certain activities, such as construction of enclosed structures, may be impacted or precluded by subsurface migration of methane gas. Methane gas is an odorless gas produced when municipal solid waste decomposes, and can be explosive in confined spaces such as basements when mixed in air. The MGAOC is used to inform the public about the risks to current and future land owners regarding certain uses they may want to consider. The MGAOC is shown in Appendix G.

Soils in the vicinity of the Landfill are generally very well drained sands and gravel with some silty sand. The Landfill waste footprint is about 24 acres and contains approximately 2,000,000 cubic yards of waste. The closest enclosed structure off the LMA is approximately 350 feet west of the waste footprint.

The Landfill has been reconstructed by building a triple lined system to segregate contaminants present in the waste from direct contact with the environment. A geosynthetic cover has been installed and welded to the top of the liner to seal landfill gas and leachate in the waste mass. An active gas extraction system and a leachate collection system have been installed to manage gas and leachate.

The active gas extraction system has 20 vertical gas extraction wells connected to an enclosed blower/flare unit. There are two gas monitoring probe nests currently located on the west side of Jamaca Avenue west of the Landfill. Monitoring of these gas probes has shown non-detectable concentrations of methane before and during the Landfill reconstruction. Additional gas probes are anticipated to be installed during the latter half of 2013 to gather additional methane data.

Based on the waste being sealed within the liner/cover system, but also recognizing the permeable soils in the area, the large mass of waste present in the Landfill, and the potential for gas to migrate under seasonal low permeable (frozen) conditions, the MGAOC extends 200 feet beyond the waste footprint. The MGAOC is within the LMA property boundary except for a small area on adjacent property southeast of the Landfill.

It is important to note that these Areas of Concern can change over time. Therefore, updated information will be provided to the County when the existing information becomes obsolete or misleading.

CURRENT ZONING/LAND USE PLAN FOR THE LMA

LCA parcels A, C, and D are zoned Public and Quasi-Public Open Space (PF) while LCA parcel B is zoned Agricultural (A).

Permitted uses in the Public and Quasi-Public Open Space (PF) district include uses allowed in the zoning code that are in existence within the City at the effective date of the zoning code. Conditional uses in the PF district include: cemeteries, places of worship, government facilities, libraries and museums, public and private schools, and historic sites and interpretative centers. Interim uses in the PF district include: keeping of horses in conjunction with churches.

Permitted uses in the Agricultural (A) district include: agriculture, farm, poultry facilities, farm buildings, farm drainage and irrigation systems, forestry, one farm dwelling per 40 acres not already containing a farm or non-farm dwelling, wayside stands, and joint ownership of property or by association or rental for the purpose of providing private gardens and forest plots. Conditional uses in the A district include: greenhouses, kennels, stables, commercial recreation, agricultural service establishments, open space development projects, and non-agricultural low-impact uses. Interim uses in the A district include: agricultural sales businesses, and agricultural entertainment businesses.

DECLARATIONS OF RESTRICTIONS AND COVENANTS

Three Declarations of Restrictions and Covenants were signed by the City and one by both Washington and Ramsey Counties that restrict certain uses on the four LCA parcels. Each Declaration was recorded with the Office of the County Recorder, Washington County, on December 14, 1995. The Declarations run with the land and are described below.

Document No. 866616; prohibits the City from the following on LCA Parcel A:

- constructing, excavating, or placing any structure, material, personal property, equipment, or any other items on the parcel without the written approval of the Commissioner of the MPCA; and
- installing any drinking water wells on the parcel without the prior written approval of the Commissioner of the MPCA and the MDH.

Document No. 866617; prohibits Washington and Ramsey Counties from the following on LCA Parcel B:

- constructing, excavating, or placing any structure, material, personal property, or equipment on the parcel without the written approval of the Commissioner of the MPCA; and
- installing any drinking water wells on the parcel without the prior written approval of the Commissioner of the MPCA and the MDH.

Document No. 866618; prohibits the City from the following on LCA Parcel C:

- constructing or placing any structure on the portion of the parcel that lies south of a line that is 125 feet south of the north boundary of the parcel without the written approval of the Commissioner of the MPCA; and
- installing any drinking water wells on the parcel without the prior written approval of the Commissioner of the MPCA and the MDH (any approved well installation must follow Minn. Rules 4725.4450).

Document No. 866619; prohibits the City from the following on LCA Parcel D:

- constructing or placing any structure on the portion of the parcel that lies approximately within the west 200 feet of the parcel without the written approval of the Commissioner of the MPCA; and
- installing any drinking water wells on the parcel without the prior written approval of the Commissioner of the MPCA and the MDH (any approved well installation must follow Minn. Rules 4725.4450).

STATE BOND FINANCED PROPERTY

The MPCA used proceeds from the sale of State general obligation bonds for capital costs of environmental response actions that MPCA undertook at the Landfill. As a result of this expenditure of State bond proceeds, the publicly owned property where the environmental response actions were taken became “State Bond Financed Property” as that term is defined by Minn. Stat. § 16A.695. As the owner this State Bond Financed Property, the City and the MPCA are subject to the requirements of Minn. Stat. § 16A.695 and any orders or rules adopted by the Commissioner of Minnesota Management and Budget (MMB) under that statute.

Minn. Stat. § 16A.695 and the MMB Commissioner’s Fourth Amended Order Relating to the Use and Sale of State Bond Financed Property (the Order) impose certain requirements on any sale, mortgage, or other disposition of State Bond Financed Property, or any lease or contract for the use or management of the property entered into by the City or the MPCA Commissioner. The statutory requirements include, but are not limited to, obtaining the approval of the Commissioner of MMB before the City or the MPCA Commissioner enters into any such transaction (sale, lease, etc.) with respect to the property.

In order to assure that the requirements of Minn. Stat. § 16A.695 and the Order are carried out with respect to all State Bond Financed Property, the MMB Commissioner requires that a Declaration be recorded on the property records indicating that any sale of the property may be subject to the MMB Commissioner’s approval. Such Declaration, pertaining to LCA parcel B, was signed by the MPCA and filed with the Office of the County Recorder, Washington County, on February 8, 2011 as document no. 3830248. However, two other Declarations, pertaining to LCA parcels A, C, and D, were sent to the City for signature but have not yet been signed or recorded against the corresponding property.

MPCA'S LAND USE PLAN FOR THE LMA

The MPCA's first and foremost responsibility regarding the Landfill is to manage the risk to public health and safety. It does this by taking response actions, maintaining the Landfill, and working with local governments to assure land use is commensurate with landfill conditions and MPCA's obligations on the LMA, as well as the conditions on the affected land off the LMA. Therefore, land uses associated with the MPCA's obligation to protect public health and safety take precedence over other possible land uses.

The MPCA has identified land uses for the LMA. It has done so by considering the methane gas and groundwater areas of concern, the types and locations of response actions and associated equipment, the amount of the LMA occupied by landfill waste, and local land-use desires. The land uses on either the entire LMA or portions thereof that are acceptable to the MPCA are:

- Closed Landfill Management;
- Civic;
- Parks and Open Space; and
- Solar Energy Farm.

Appendices H through J show where these uses would be allowed within the LMA.

Closed Landfill Management is the use associated with the MPCA's responsibility and obligation to take necessary response actions on the property as provided in Minn. Stat. §§ 115B.39-43. Civic is the use associated with the City's need for building infrastructure related to city maintenance, fire service, public safety, etc.

DISCUSSION / CONCLUSIONS

Land Uses on the LMA

Minn. Stat. § 115B.412, Subd. 9 requires all local land-use plans be consistent with the MPCA's land-use plan for the LMA. The MPCA's future obligations for the LMA conflict with the current local land-use plan; specifically the City's Public and Quasi-Public Open Space and Agriculture zoning ordinances for this property. The MPCA believes that most of the uses within the current zoning for the LMA are not compatible with the MPCA's future responsibilities for the site as well as the risks associated with the Landfill. As a result, the MPCA recommends that the City adopt a new zoning district and ordinance for the LMA. The MPCA recommends the City adopt a zoning district called Closed Landfill Restricted (CLR) with an ordinance similar in form to the one included in Appendix K.

The new zoning, however, should reflect the land uses identified above – Closed Landfill Management, Civic, Parks and Open Space, Solar Energy Farm – and as shown in Appendices H through J. The City may want to consider Closed Landfill Management, Civic, and Parks and Open Space uses as permitted uses

for portions of the LMA while Solar Energy Farm be considered a conditional use (conditioned upon location and plans approved by the MPCA and the City).

Regardless of future land use on the LMA, provisions within the Declarations of Restrictions and Covenants prohibit the construction and placement of structures and other materials as well as the installation of drinking water wells on certain portions of the LMA without prior written approval of the MPCA and/or MDH.

Affected Property off the LMA

Minn. Stat. § 115B.412, Subd. 4(b) requires local units of government to incorporate information about the landfill and associated groundwater contamination and landfill gas migration into any land-use plans and to notify persons applying for a permit to develop affected property of the existence of this information and, on request, to provide them with the information.

Certain land-use controls pertinent to groundwater use and well construction within the GWAOC currently exist to protect public health and safety. First, Minn. Rules Chapter 4725.4450 requires that a water supply well cannot be constructed within 600 feet of the Landfill. Second, MDH has established a Special Well Construction Area south and east of the Landfill that prohibits the installation of wells in this area unless approved by MDH to be constructed in certain aquifers and following certain construction methods.

A majority of the MGAOC is contained within the LMA except for a small portion that is on adjacent property southeast of the Landfill. However, the City's existing zoning ordinance for the adjacent property, upon which the off-LMA MGAOC is present, prohibits structures from being built within 200 feet of the property line. Therefore, based on the monitoring data collected by the MPCA, no specific land-use controls are being recommended for properties outside the LMA.

DISCLAIMER

The MPCA makes no representations or warranties to the user of the accuracy, currency, suitability, or reliability of the data presented in this report. Any recommendations made by the MPCA in this report are based solely on the data it has, or its contractors have, collected, and only from data collected at specific locations and times. Other sources of contamination or methane, unknown to the MPCA, could exist off the Landfill property. The MPCA recommends that any person interested in developing property near the Landfill first consult with an environmental consulting or engineering firm, and/or an environmental attorney, regarding the possible risks associated with the Landfill.

APPENDIX A

Minnesota Statutes 115B.412

Subd. 4. Affected real property; notice.

(a) The commissioner shall provide to affected local government units, to be available as public information, and shall make available to others, on request, a description of the real property described in the original and any revised permits for a qualified facility, along with a description of activities that will be or have been taken on the property under sections 115B.39 to 115B.43 and a reasonably accurate description of the types, locations, and potential movement of hazardous substances, pollutants and contaminants, or decomposition gases related to the facility. The commissioner shall provide and make this information available at the time the facility is placed on the priority list under section 115B.40, subdivision 2; shall revise, provide, and make the information available when response actions, other than long-term maintenance actions, have been completed; and shall revise the information over time if significant changes occur that make the information obsolete or misleading.

(b) A local government unit that receives information from the commissioner under paragraph (a) shall incorporate that information in any land use plan that includes the affected property and shall notify any person who applies for a permit related to development of the affected property of the existence of the information and, on request, provide a copy of the information.

Subd. 9. Land management plans.

The commissioner shall develop a land use plan for each qualified facility. All local land use plans must be consistent with a land use plan developed under this subdivision. Plans developed under this subdivision must include provisions to prevent any use that disturbs the integrity of the final cover, liners, any other components of any containment system, or the function of any monitoring systems unless the commissioner finds that the disturbance:

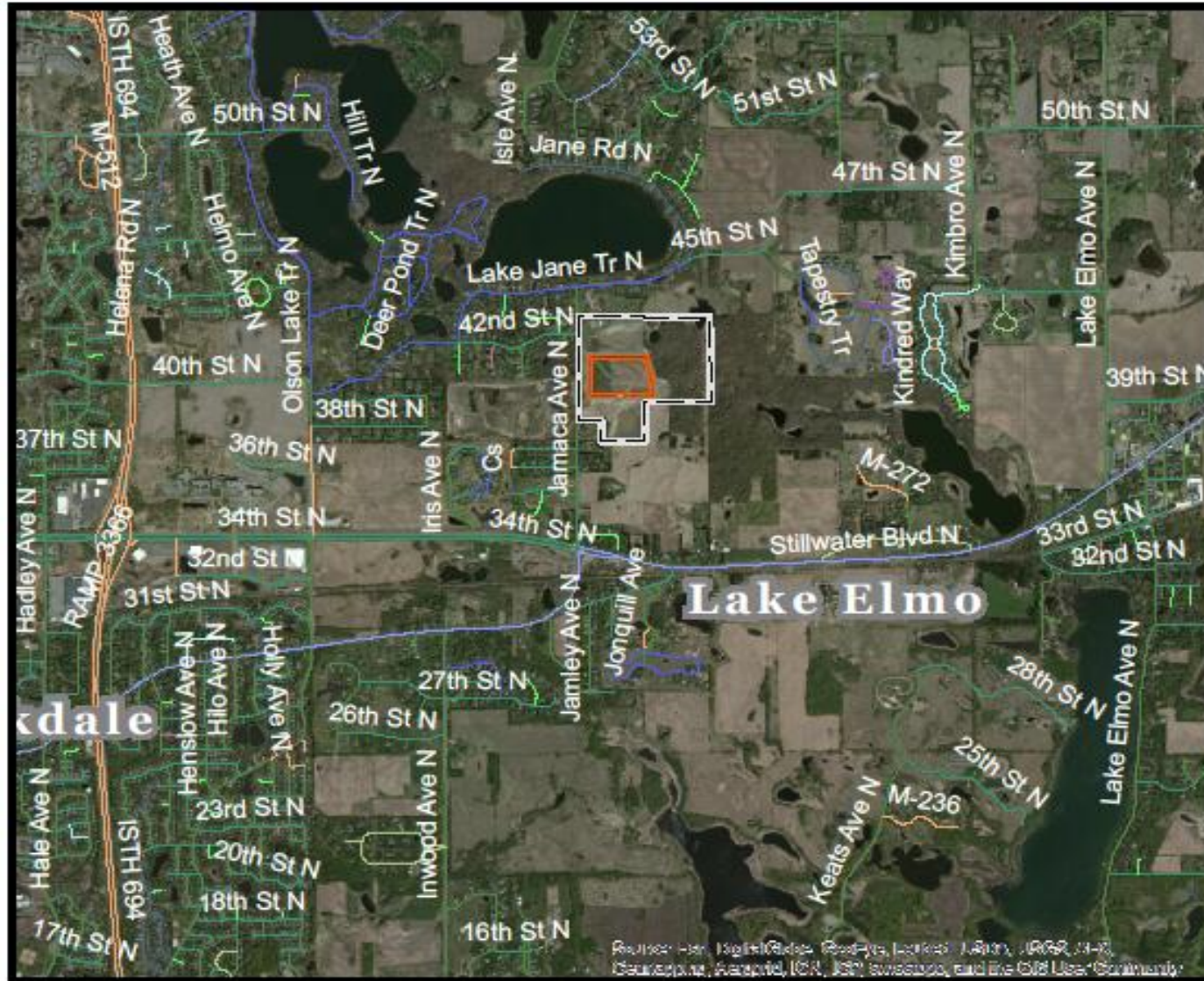
(1) is necessary to the proposed use of the property, and will not increase the potential hazard to human health or the environment; or

(2) is necessary to reduce a threat to human health or the environment.

Before completing any plan under this subdivision, the commissioner shall consult with the commissioner of management and budget regarding any restrictions that the commissioner of management and budget deems necessary on the disposition of property resulting from the use of bond proceeds to pay for response actions on the property, and shall incorporate the restrictions in the plan.

Appendix B: Site Location Map

WASHINGTON COUNTY LANDFILL



Site Contacts

Land Manager: Shawn Ruotsinoja

Engineer: Peter Tiffany

Hydrogeologist: Joe Julik

Site Features

Legend

-  Land Management Area
-  Waste Footprint



1:37,266
Created June 14, 2013

DISCLAIMER: The State of Minnesota makes no representations or warranties to the user as to the accuracy, currency, suitability or reliability of this data for any purpose.



Appendix C: Land Management Area

WASHINGTON COUNTY LANDFILL



Minnesota Pollution
Control Agency

Site Contacts

Land Manager: Shawn Ruotsinoja

Engineer: Peter Tiffany

Hydrogeologist: Joe Julik

Site Features

Legend

-  LandManagementArea
-  Waste Footprint



Source: Esri, DigitalGlobe, GeoEye, AeroGRID, IGN, USGS, USDA,
SwireVision, AeroGRID, IGN, USGS, GeoEye, and the U.S. Department of the Interior

1:6,211
Created June 14, 2013

DISCLAIMER: The State of Minnesota makes no representations or warranties to the user as to the accuracy, currency, suitability or reliability of this data for any purpose.



APPENDIX D

Legal Description of the Washington County Landfill Land Management Area (LCA Parcels)

Parcel A:

All that part of the South 40 acres of Government Lot 5, Section 10, and the Southeast Quarter of the Southwest Quarter of Section 10, and the North 30 acres of the North One-Half of the Northwest Quarter of Section 15, all in Township 29 North, Range 21 West, Washington County, Minnesota, described as follows:

Beginning at the northwest corner of said Section 15, thence South 00 degrees, 18 minutes, 30 seconds West, bearings are based on the Washington County Coordinate System NAD83, along the west line of said Section 15, a distance of 501.27 feet to the south line of said North 30 acres of the North One-Half of the Northwest Quarter of Section 15, thence North 89 degrees, 51 minutes, 00 seconds East, along said south line, a distance of 1808.59 feet, thence North 00 degrees, 02 minutes, 32 seconds West and parallel with the east line of said Northwest Quarter of Section 15, a distance of 501.26 feet to the north line of said Section 15, thence South 89 degrees, 51 minutes, 00 seconds West, along said north line a distance of 105.52 feet, thence North 00 degrees, 53 minutes, 21 seconds West and parallel with the west line of said Section 10, a distance of 650.00 feet, thence South 89 degrees, 51 minutes, 00 seconds West and parallel with the south line of said Section 10, a distance of 200.00 feet, thence North 00 degrees, 53 minutes, 21 seconds West and parallel with the west line of said Section 10, a distance of 656.24 feet, to a point on the north line of said Southeast Quarter of the Southwest Quarter of Section 10, thence South 89 degrees, 45 minutes, 24 seconds West, along said north line, a distance of 193.17 feet to the northwest corner of said Southeast Quarter of the Southwest Quarter, thence North 00 degrees, 42 minutes, 39 seconds West, along the east line of said Government Lot 5, a distance of 29.52 feet to the northeast corner of said South 40 acres of Government Lot 5, thence South 89 degrees, 51 minutes, 00 seconds West, along the north line of said South 40 of Government Lot 5, a distance of 706.92 feet, thence South 00 degrees, 53 minutes, 21 seconds East and parallel with the west line of said Section 10, a distance of 200.00 feet, thence South 50 degrees, 54 minutes, 08 seconds West, a distance of 127.25 feet, thence South 89 degrees, 51 minutes, 00 seconds West and parallel with the north line of said South 40 acres of Government Lot 5, a distance of 500.00 feet to the west line of said Section 10, thence South 00 degrees, 53 minutes, 21 seconds East along the west line of said Section 10, a distance of 1055.45 feet to the point of beginning, containing 65.9 acres, more or less.

Parcel B:

The Northwest Quarter of the Northwest Quarter (NW $\frac{1}{4}$ of NW $\frac{1}{4}$) of Section 15, Township 29, Range 21, except the following described parcels: EXCEPTION 1: The North 501.5 feet of the NW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of Section 15, Township 29 North, Range 21 West, being the northerly 15 acres thereof. EXCEPTION 2: The North 220.0 feet of the South 396.00 feet of the West 330.00 feet of the NW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of Section 15, Township 29 North, Range 21 West, containing 1.33 acres, more or less. All subject to a road easement for Jamaca Avenue over the West 33.00 feet thereof. EXCEPTION 3: The South 176.00 feet of the west 330.00 feet of the Northwest Quarter of the Northwest Quarter (NW $\frac{1}{4}$ of NW $\frac{1}{4}$) of Section 15 (15), Township Twenty-nine (29) North, Range Twenty-one (21) West, containing 1.33 acres, more or less.

Parcel C:

All that part of the South 40 acres of Government Lot 5, Section 10, Township 29 North, Range 21 West, Washington County, Minnesota, described as follows:

Commencing at the southwest corner of said Section 10, thence North 00 degrees, 53 minutes, 21 seconds West along the west line of said Section 10, a distance of 1055.45 feet to the point of beginning, thence continuing North 00 degrees, 53 minutes, 21 seconds West along the west line of said Section 10, a distance of 280.00 feet to the northwest corner of said South 40 acres of Government Lot 5, thence North 89 degrees, 51 minutes, 00 seconds East along the north line of said South 40 acres of Government Lot 5, a distance of 600.00 feet, thence South 00 degrees, 53 minutes, 21 seconds East and parallel with the west line of said Section 10, a distance of 200.00 feet, thence South 50 degrees, 54 minutes, 08 seconds West, a distance of 127.25 feet, thence South 89 degrees, 51 minutes, 00 seconds West and parallel with the north line of said South 40 acres of Government Lot 5, a distance of 500.00 feet to the point of beginning, containing 3.8 acres, more or less.

Parcel D:

All that part of the Southeast Quarter of the Southwest Quarter of Section 10, and the North 30 acres of the North One-Half of the Northwest Quarter of Section 15, all in Township 29 North, Range 21 West, Washington County, Minnesota, described as follows:

Commencing at the northwest corner of said Section 15, thence South 00 degrees, 18 minutes, 30 seconds West, bearings are based on the Washington County Coordinate System NAD83, along the west line of said Section 15, a distance of 501.27 feet to the south line of said North 30 acres of the North One-Half of the Northwest Quarter of Section 15, thence North 89 degrees, 51 minutes, 00 seconds East, along said south line, a distance of 1808.59 feet to the point of beginning, thence North 00 degrees, 02 minutes, 32 seconds West and parallel with the east line of said Northwest Quarter of Section 15, a distance of 501.26 feet to the north line of said Section 15, thence South 89 degrees, 51 minutes, 00 seconds West, along said north line a distance of 105.52 feet, thence North 00 degrees, 53 minutes 21 seconds West and parallel with the west line of said Section 10, a distance of 650.00 feet, thence South 89 degrees, 51 minutes, 00 seconds West and parallel with the south line of said Section 10, a distance of 200.00 feet, thence North 00 degrees, 53 minutes, 21 seconds West and parallel with the west line of said Section 10, a distance of 656.24 feet, to a point on the north line of said Southeast Quarter of the Southwest Quarter of Section 10, thence North 89 degrees, 45 minutes, 24 seconds East along said north line, a distance of 1113.64 feet to the northeast corner of said Southeast Quarter of the Southwest Quarter, thence South 00 degrees, 31 minutes, 57 seconds East, along the east line of said Southeast Quarter of the Southwest Quarter a distance of 1307.98 feet to the southeast corner of said Southeast Quarter of the Southwest Quarter, thence South 00 degrees, 02 minutes, 32 seconds East, along the east line of said Northwest Quarter of Section 15 a distance of 501.26 feet to the south line of said North 30 acres of the North One-Half of the Northwest Quarter of Section 15, thence South 89 degrees, 51 minutes, 00 seconds West, along said south line, a distance of 800.00 feet to the point of beginning, containing 39.5 acres, more or less.

Appendix E: LCA Parcels

WASHINGTON COUNTY LANDFILL



**Minnesota Pollution
Control Agency**

Site Contacts

Land Manager: Shawn Ruotsinoja

Engineer: Peter Tiffany

Hydrogeologist: Joe Julik

Site Features

Legend

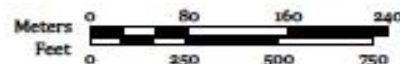
 LandManagementArea

Source: Air Photo and Aerial Photo, 1980, USGS, D-4,
Cincinnati, Ohio, U.S. G.S. 1:50,000, and the USGS User Community

1:5,695

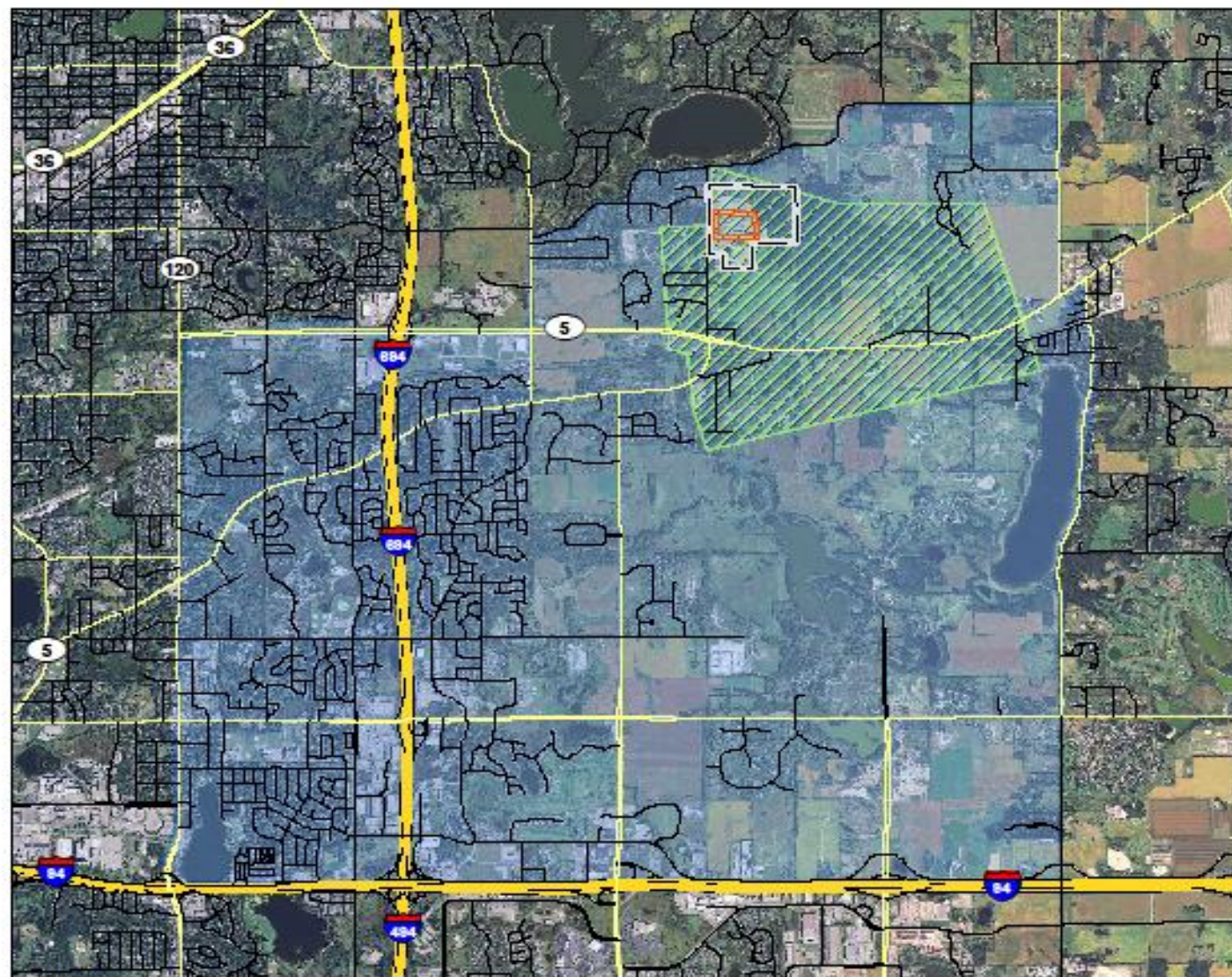
Created June 19, 2013

DISCLAIMER: The State of Minnesota makes no representations or warranties to
the user as to the accuracy, currency, suitability or reliability of this data for any purpose.



Appendix F: GWAOC

WASHINGTON COUNTY LANDFILL



DISCLAIMER: The State of Minnesota makes no representations or warranties to the user as to the accuracy, currency, suitability or reliability of this data for any purpose. This map depicts a reasonable approximation of impacts from the landfill only and makes no inference about impacts from other potential sources.

Created 6/19/2013 by CLP Hydrogeologist Ingrid Verhagen

1:58,190
Meters 0 790 1,580 2,370
Feet 0 1,900 3,800 5,700



Minnesota Pollution Control Agency

Site Contacts

Land Manager: Shawn Ruotsinoja

Engineer: Peter Tiffany

Hydrogeologist: Joe Julik

Site Features



Waste Footprint



Land Management Area

Designates the property that is under the responsibility and control of the MPCA.



Groundwater Plume

Approximate area of the subterranean contaminated groundwater plume.



Groundwater Area of Concern

An area where the groundwater may be affected by landfill contamination.



Appendix G: MGAOC

WASHINGTON COUNTY LANDFILL



Minnesota Pollution
Control Agency

Site Contacts

Land Manager: Shawn Ruotsinoja

Engineer: Peter Tiffany

Hydrogeologist: Joe Julik

Site Features



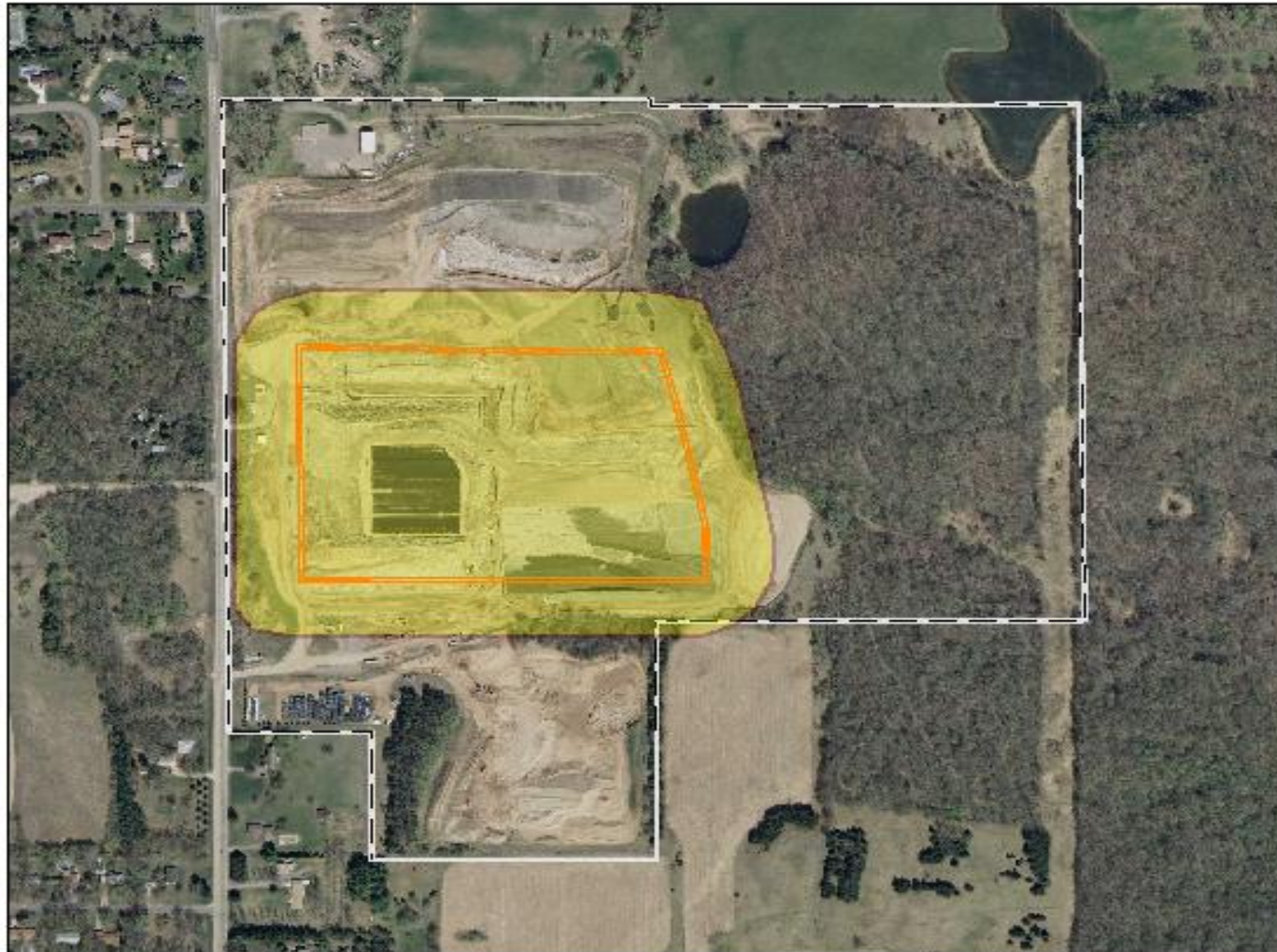
Waste Footprint



Land Management Area
*Designates the property that
is under the responsibility
and control of the MPCA.*



Methane Area of Concern
*Area surrounding the landfill
that may be impacted by
subsurface migration of
methane gas.*



DISCLAIMER: The State of Minnesota makes no representations or warranties to the user as to the accuracy, currency, suitability or reliability of this data for any purpose. This map depicts a reasonable approximation of impacts from the landfill only and makes no inference about impacts from other potential sources.

Created 6/19/2013 by CLP Engineer Peter Tiffany

Meters 0 80 160 240
1:6,180 Feet 0 280 560 840

Appendix H: Closed landfill Management Use

WASHINGTON CO. LANDFILL



Minnesota Pollution
Control Agency

Site Contacts

Land Manager: Shawn Ruotsinoja

Engineer: Peter Tiffany

Hydrogeologist: Joe Julik

Site Features



Landfill Management Use



Waste Footprint



Land Management Area
*Designates the property that
is under the responsibility
and control of the MPCA.*



DISCLAIMER: The State of Minnesota makes no representations or warranties to the user as to the accuracy, currency, suitability or reliability of this data for any purpose. This map depicts a reasonable approximation of impacts from the landfill only and makes no inference about impacts from other potential sources.

Created 6/20/2013 by CLP Engineer Peter Tiffany
Meters 0 80 160 240
1:6,170 Feet 0 280 560 840

Appendix I: Civic and Park & Open Space Use

WASHINGTON CO. LANDFILL



DISCLAIMER: The State of Minnesota makes no representations or warranties to the user as to the accuracy, currency, suitability or reliability of this data for any purpose. This map depicts a reasonable approximation of impacts from the landfill only and makes no inference about impacts from other potential sources.

Created 6/20/2013 by CLP Engineer Peter Tiffany
 Meters 0 80 160 240
 1:6,170 Feet 0 280 560 840



**Minnesota Pollution
Control Agency**

Site Contacts

Land Manager: Shawn Ruotsinoja

Engineer: Peter Tiffany

Hydrogeologist: Joe Julik

Site Features

Parks and Open Space

Civic Use

Waste Footprint

Land Management Area
 Designates the property that
 is under the responsibility
 and control of the MPCA.



Appendix J: Solar Energy Farm Use

WASHINGTON CO. LANDFILL



Minnesota Pollution
Control Agency


Site Contacts

Land Manager: Shawn Ruotsinoja


Engineer: Peter Tiffany

Hydrogeologist: Joe Julik

Site Features

 Solar Energy Farm

 Waste Footprint

 Land Management Area
*Designates the property that
is under the responsibility
and control of the MPCA.*



DISCLAIMER: The State of Minnesota makes no representations or warranties to the user as to the accuracy, currency, suitability or reliability of this data for any purpose. This map depicts a reasonable approximation of impacts from the landfill only and makes no inference about impacts from other potential sources.

Created 6/20/2013 by CLP Engineer Peter Tiffany
Meters 0 80 160 240
1:6,180 Feet 0 280 560 840

APPENDIX K

District CLR – Closed Landfill Restricted

A. Purpose

The Closed Landfill Restricted (CLR) District is intended to apply to former landfills that are qualified to be under the Closed Landfill Program of the Minnesota Pollution Control Agency (MPCA). The purpose of the district is to limit uses of land within the closed landfill, both actively filled and related lands, to minimal uses in order to protect the land from human activity where response action systems are in place and, at the same time, are protective of human health and safety. This district shall only apply to the closed landfill's Land Management Area, the limits of which are defined by the MPCA. This district shall apply whether the landfill is in public (MPCA, County, City, Township), Indian tribal, or private ownership.

For purposes of this ordinance, the Land Management Area for the _____ Landfill, a qualified facility under the MPCA's Closed Landfill Program, is described as:

B. Permitted Uses

The following uses are permitted within the CLR District: _____.

C. Accessory Uses

Accessory uses allowed in this district include outdoor equipment or small buildings used in concert with gas extraction systems, other response action systems, monitoring wells or any other equipment designed to protect, monitor or otherwise ensure the integrity of the landfill monitoring or improvement systems. Fences and gates shall apply under these provisions.

D. Conditional Uses

Conditional uses shall be limited to uses that do not damage the integrity of the Land Management Area and that continue to protect any person from hazards associated with the landfill.

Any application for a conditional use must be approved by the Commissioner of the MPCA and the ____ (LGU) _____. Such approved use shall not disturb or threaten to disturb, the integrity of the landfill cover, liners, any other components of any containment system, the function of any monitoring system that exists upon the described property, or other areas of the Land Management Area that the Commissioner of the MPCA deems necessary for future response actions.

The following conditional uses are permitted within the CLR District:

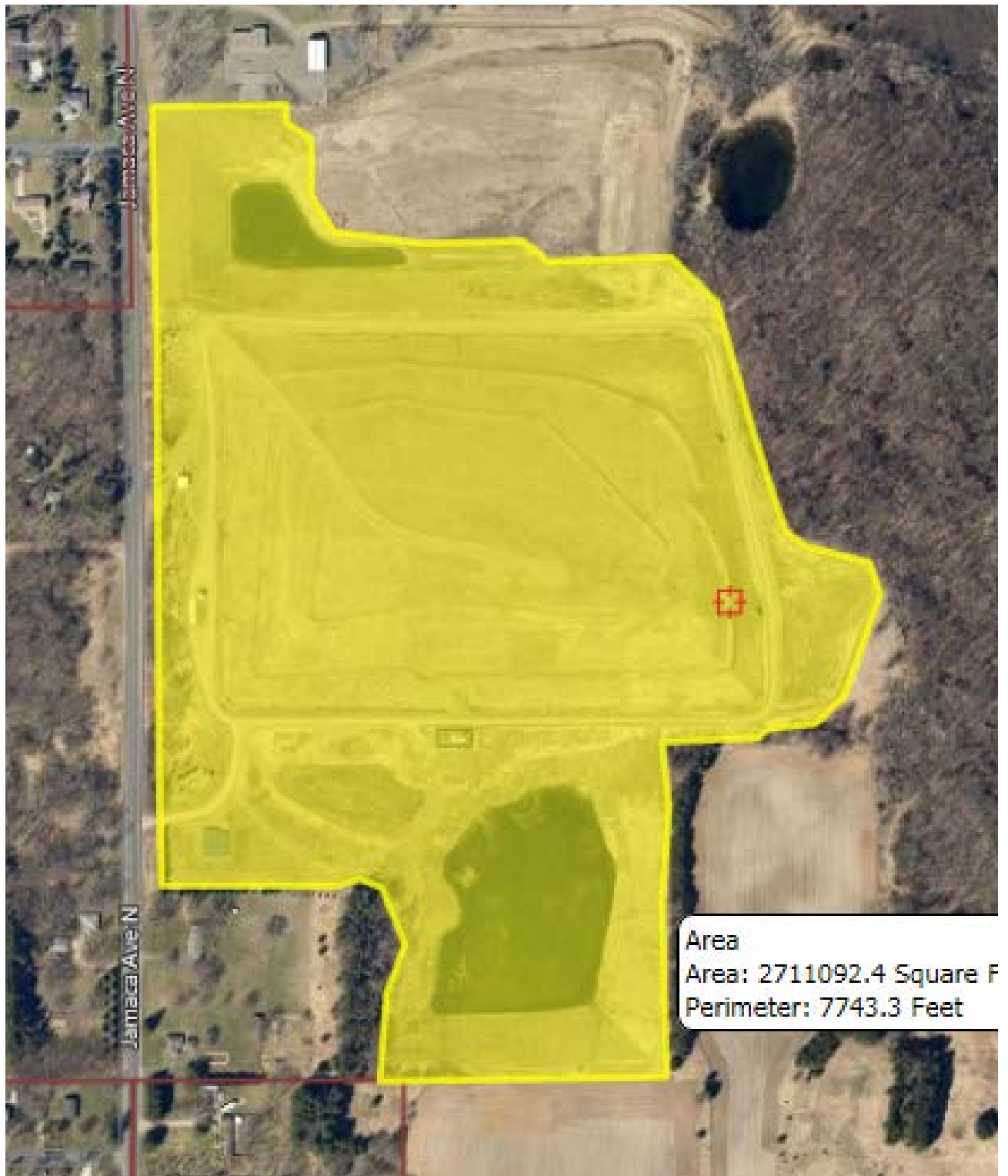
E. Prohibited Uses and Structures

All other uses and structures not specifically allowed as conditional uses, or that cannot be considered as accessory uses, shall be prohibited in the CLR District.

F. General Regulations

Requirements for (parking, signs, area, height) and other regulations are set forth in _____.

G. Any amendment to this ordinance must be approved by the Commissioner of the MPCA and the (LGU).





STAFF REPORT

DATE: 11/20/17

REGULAR

ITEM #: 7

MOTION

TO: Parks Commission
FROM: Ben Prchal, City Planner
AGENDA ITEM: Mountain Biking – Sunfish Lake Park
REVIEWED BY: Emily Becker, Planning Director

BACKGROUND:

Staff was asked to reach out to other organizations, requesting them to perform an assessment of the Lake Elmo Parks system. The assessment was done to determine which, if any of the parks would be suitable for mountain biking. It was recommended by the Minnesota Land Trust that I reach out to MORC (Minnesota Off-Road Cyclists). I also asked Tim Wegner who owns Trail source to perform the same assessment. He was the individual who visited Sun Fish Park with City staff.

ISSUE BEFORE THE COMMISSION:

How would the Parks Commission like to proceed with developing a plan for mountain biking throughout the Lake Elmo Parks?

PROPOSAL DETAILS/ANALYSIS:

Tim suggested that Reid and Ridge Park could support a trail system, but both Tim and Ryan from MORC agreed that Sun Fish had the most to offer the City in terms of mountain bike trail development.

Both assert that Reid and Ridge Park, at less than 30 acres and with programming with ball sports that takes up a considerable amount of space, aren't large enough to support the trail length required for a mountain biking trail. Additionally, Sunfish Lake has great topography, adequate space, soils and location to support a mountain biking system.

RFP. Depending on how the parks commission would like to proceed. The City can send out an RFP requesting consultants to develop a preliminary trail on paper for the commission to further review. Tim from Trail Source said he could recommend other organizations for us to send this request to as well.

FISCAL IMPACT:

Cost of preliminary trail mapping and cost of trail construction and maintenance to be determined through the design and build process.

OPTIONS:

- 1) Begin working with Trail Source on a concept plan showing the layout of possible trail locations
- 2) Develop a Request for Proposals (RFP) for firms to design, build and/or maintain mountain biking trails
- 3) Do not develop a plan for mountain biking trails

RECOMMENDATION:


Staff would recommend starting by sending out an RFP to trail experts to develop a concept plan, or work directly with Tim to develop the plan

ATTACHMENTS:

- Current Trail Map
- Email response from MORC
- Tim Wegner's evaluation

Sunfish Lake Park Trails

KEY

- Lake or Pond
- Open Space
- Wooded Area
- Fence
-  Sledging Hill
- P Parking
- Easiest
- More Difficult
- ◆ Most Difficult

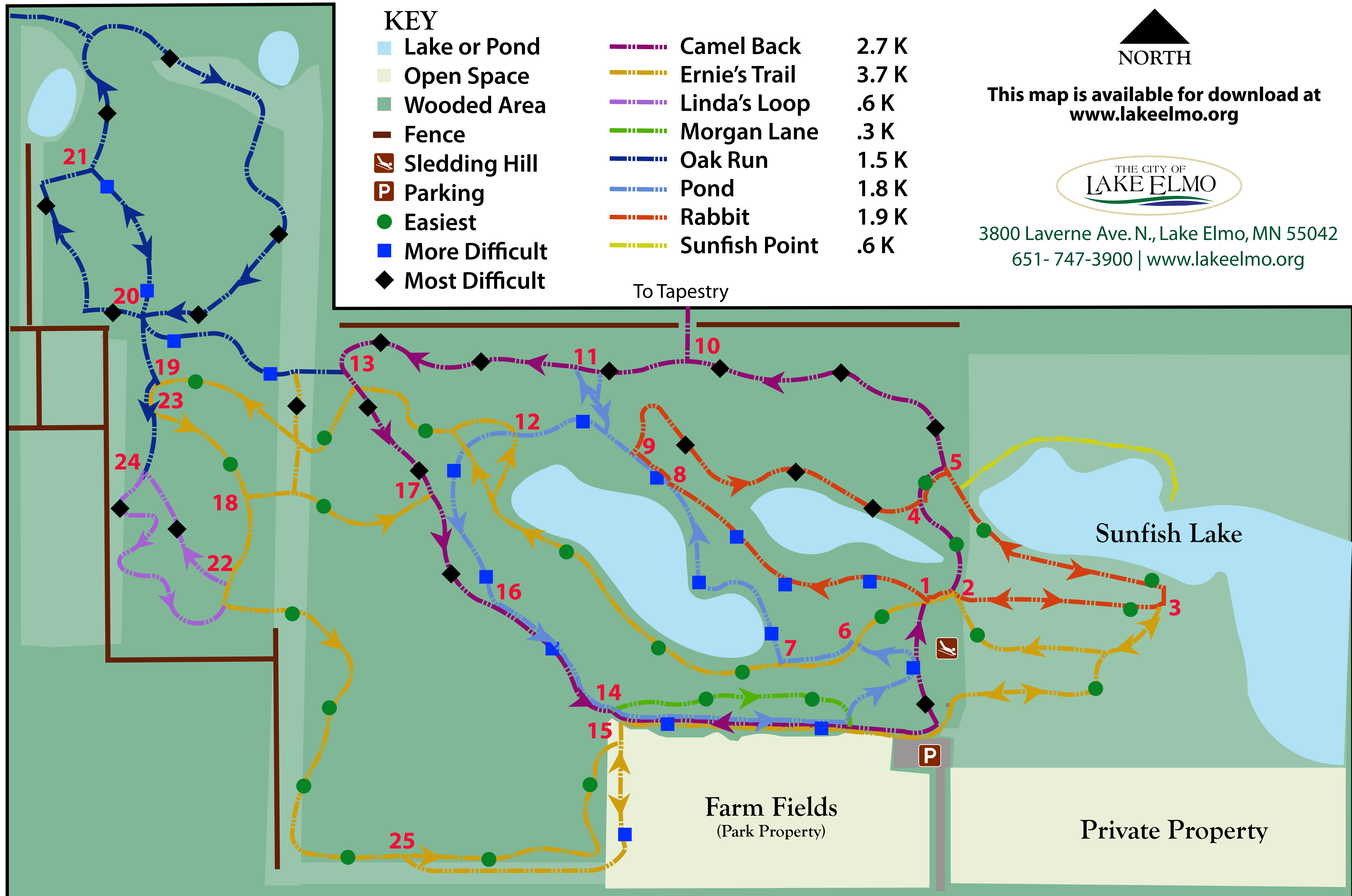
- · — · — · Camel Back 2.7 K
- · — · — · Ernie's Trail 3.7 K
- · — · — · Linda's Loop .6 K
- · — · — · Morgan Lane .3 K
- · — · — · Oak Run 1.5 K
- · — · — · Pond 1.8 K
- · — · — · Rabbit 1.9 K
- · — · — · Sunfish Point .6 K



This map is available for download at
www.lakeelmo.org



3800 Laverne Ave. N., Lake Elmo, MN 55042
651- 747-3900 | www.lakeelmo.org



Tanya Nuss

From: Ryan Lieske <Ryan.Lieske@innovativeblood.org>
Sent: Monday, November 13, 2017 10:52 AM
To: Tim Wegner; Ben Prchal
Cc: ryan lieske; Ryan Lieske (rynolieske@gmail.com)
Subject: RE: Evaluation of Parks

Hi Ben,

I haven't had the first hand viewing of the park that Tim had, but after reviewing the description and map of every Lake Elmo parkland you provided, MORC agrees with Tim, the only park that would have the space to adequately provide for a mountain bike trail is Sunfish Lake. You have two others that are interesting but at less than 30 acres, just aren't large enough to support the trail length required for a trail. Sunfish Lake would not only work, but would be a phenomenal park to build a trail. Thanks Tim for the great evaluation and summary!

Ryan Lieske
MORC Board.

From: Tim Wegner [mailto:twegner50@gmail.com]
Sent: Sunday, November 12, 2017 8:12 PM
To: Ben Prchal <BPrchal@lakeelmo.org>
Cc: ryan lieske <ryan.lieske@lycos.com>; Ryan Lieske <Ryan.Lieske@innovativeblood.org>
Subject: Evaluation of Parks

Please see attached evaluation from Trail Source



Ben Prchal

City planner, Lake Elmo MN.

Ben

Thanks for asking my opinion on which of the city parks would be most appropriate for supporting a mountain bike trail system.

Overall most of the parks are too small to support a trail system that would attract riders. Reid and Ridge park do have some space but they also have some programming with ball sports and that takes up a considerable amount of space. The only park in your system that I believe holds potential for mountain bike trail development is Sunfish Lake Park.

The reasons I believe Sunfish Lake Park offers the greatest potential for the development of trails are as follows:

1. Great topography: During my visit I was impressed with the multiple ridges that run through this park and the elevation change on each of the ridges. The ridges would allow Lake Elmo to build trails that would appeal to a multiple skill level audience. Families could ride together as well as the more experienced riders and all user groups could have a trail that would meet their expectations.
2. Adequate space: The average rider likes to ride for around 1.5-2 hours on local outing. With the average speed of riders being approximately 7 MPH that would mean that you need a trail of approximately 7-10 miles in length. Just for reference Lebanon Hills mountain bike trail is about 12 miles long and is located on a parcel of land that is approximately 120 Acres in size.
3. Soils: I checked the soil types in several locations around Sunfish Lake Park and believe that they would do a very adequate job of supporting properly sustainable trail construction.
4. Location: This location is ideal. It is centrally located, offers space for adequate parking and does not have a lot of developed user areas as of this time.

Summary: Sunfish Lake Park offers all of the parts that could be developed into an above average mountain bike trail system. I believe that the park would support a trail quite easily in the 7-10 mile length which is what most riders would like to ride. Also, with the high school team looking for a location where they can practice this would provide the ideal venue for them to practice in to develop their skills. It is important and I cannot stress this enough that the trails be professionally designed and constructed by a company that has experience building these types of trails.

Thanks for giving me this opportunity to review that parks within the City of Lake Elmo. Please let me know how I can be of further service to you or the City of Lake Elmo.

Sincerely,

Tim Wegner

Trail Source LLC.



STAFF REPORT

DATE: 11/20/17

REGULAR

ITEM #: 8

MOTION

TO: Parks Commission
FROM: Ben Prchal, City Planner
AGENDA ITEM: Groomed Ski Trials – Sunfish Lake Park
REVIEWED BY: Emily Becker, Planning Director

BACKGROUND:

Sunfish Lake Park has been used for walking and skiing in the winter months. There have been some complaints by residents stating that the walkers have been disrupting the groomed portion of the ski trails.

ISSUE BEFORE THE COMMISSION:

How should the Parks Commission address the issue of walking trails and groomed ski trails in Sunfish?

FISCAL IMPACT:

None

OPTIONS:

- 1) Designate certain trails for walking and certain trails for skiing.
- 2) Do nothing and leave the trails as they are.

RECOMMENDATION:

Groom the trails as usual and address the issues as they persist. If walkers continue to disturb the Nordic tracts we can consider designating trails for specific uses.

ATTACHMENTS:

- Email from Mary Frick

Tanya Nuss

From: Kristina Handt
Sent: Tuesday, October 24, 2017 12:19 PM
To: 'Mary Frick'
Cc: Tanya Nuss; Rob Weldon; Ben Prchal
Subject: RE: Walking/Snowshoe and/or Multi-Use Winter Trails in Sunfish Lake Park

Thanks Mary,

I'll let Ben know since he is heading up Parks Commission items as the new planner.

Kristina Handt
City Administrator, City of Lake Elmo
khandt@lakeelmo.org
651.747.3905

From: Mary Frick [mailto:maryfrick@LIVE.COM]
Sent: Tuesday, October 24, 2017 12:14 PM
To: Kristina Handt <KHandt@lakeelmo.org>
Cc: Tanya Nuss <TNuss@lakeelmo.org>; Rob Weldon <RWeldon@lakeelmo.org>
Subject: Walking/Snowshoe and/or Multi-Use Winter Trails in Sunfish Lake Park

Kristina,

I'd like to make a request that the November Parks Commission Meeting agenda address the need in Sunfish lake Park for winter designated multi-use trails or additional trails to accommodate walkers and/or snow shoeing enthusiasts in addition to the groomed ski-trails. I've received a complaint from a resident that walkers are messing up groomed ski tracks and making it difficult for skiers. Many parks with groomed ski-trails are expanding trails or having multi-use trails as an amenity for walkers. This need is included in the "Guidance for the Development and Usage of Sunfish Lake Park", recognizing those non-skiers who want to use the Park during the winter.

Thanks much for this consideration,
Mary Frick



PARKS COMMISSION COMMUNICATION

DATE: November 20, 2017

REGULAR

ITEM #: 9

MOTION

AGENDA ITEM: 2018 Parks Commission Strategic Plan of Work

SUBMITTED BY: Ben Prchal, City Planner

REVIEWED BY: Emily Becker, Planning Director
Rob Weldon, Public Works Director

BACKGROUND:

As discussed at the October 2017 Parks Commission meeting, the Parks Commission is required to develop a work plan each year which includes a list of projects, points of interaction on projects, programs, and goals for the year. This is to be created by/in January of each year and will be discussed during the yearly joint meeting between the Parks Commission and Council.

ISSUE BEFORE COMMISSION:

The Parks Commission is respectfully requested to review the attached, Draft 2018 Parks Commission Strategic Plan of Work. Staff would like to know if there are other priorities which the commission would like to focus its attention on.

ATTACHMENTS:

- Edited Draft 2018 Strategic Plan of Work



2018 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 2018 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"> 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. 	SRF was selected to develop the Master Plan John Mayek – was chosen to represent the Lake Elmo	County has yet to determine hard dates – expected to start in December
Update City Trail Plan	<ul style="list-style-type: none"> 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. Part of Comp Plan 2040 update. 	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"> Work with staff and consultant to gain public input on Parks and Open Space component of Comprehensive Plan. Consider recommendations from Staff and consultant based on community input sessions. Make recommendation to Council on specific changes needed to Comprehensive Plan. 	In Progress per the CPAP meeting on September 27 th	Dependent on consultant timeline
Mountain Biking Within Parks	<ul style="list-style-type: none"> The process of contacting a 3rd party to perform an assessment on Lake Elmo’s 	Communicating with 3 rd party for parks assessment	Ongoing

	parks for Mtn biking/biking – Oct 18, 2017		
Development Review	<ul style="list-style-type: none"> Continue to make recommendations on development applications with a focus on proper equipping of parks and available park funding. 	Ongoing	Ongoing
Development & Equipping			
Begin work on approved projects (those in the Capital Improvement Plan or have received a form of funding approval).			
Project	Specific Tasks	Status	Timeline
Demontreville Park	Requesting \$75,000 to grade existing field and add new back stop	Not yet requested	2018
Hammes Park	<ul style="list-style-type: none"> Review planned equipment/amenities planned for Hammes Park before installation 	Approved 8/21/17	Dependent on construction timeline
Lake Elmo Regional Trail	<ul style="list-style-type: none"> Trail investments for 2021-22 with the City funding an estimated \$398,000 Grants and County participation would be necessary. Spending for 2021 - \$827,316 & 2022- \$765,600 	Regional Greenway trail is in the beginning stages	Unknown
Lions Park Renovation	<ul style="list-style-type: none"> Bids were received – Rachel Construction was the awarded bidder (8.1.17) Phase 2 – add pavilion and tables but only if donated 	Active	To be completed Nov 2017 Phase 2 - 2018
Pebble Park Improvements	<ul style="list-style-type: none"> Obtain quotes for approved improvements in 2017 (restrooms, lighting, and security features). \$72,000 	Approved 4-4-17	Projected start/completion 2019
Reid Park	<ul style="list-style-type: none"> \$50,000 for mountain bike trails (grant or in-kind donation) and widening of trails (Phase 1) \$25,000 for adding multiple amenities- tot lot, outdoor gym, bleachers (phase 2) 	Phase 1 in progress	Phase 1 – 2018 Phase 2 - 2019
Savona Park	<ul style="list-style-type: none"> Funding approved for phase 1 not to exceed \$150,000 	Obtained recommendations from Savona residents	February
Sunfish Lake	<ul style="list-style-type: none"> Improvements – including paving of trails for ADA compliance \$90,000 	Not yet in progress	Projected for 2019
Tablyn Park	<ul style="list-style-type: none"> Address lighting and parking issues - \$55,000 (Phase 1) Install skating rink \$45,000 (Phase 2) 	Not yet in progress	Phase 1 – 2018 Phase 2 - 2019
50 th Street Trail	<ul style="list-style-type: none"> Obtain quotes 		September

Maintenance & Refurbishing			
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"> • Funding approval? • Public works to carry out maintenance. 	Recommended by Public Works	July
Move play equipment at Ridge Park to higher area that does not have standing water.	<ul style="list-style-type: none"> • Funding approval? • Public works to carry out maintenance. 	Recommended by Public Works	July
Replace plastic edging at existing parks with concrete.	<ul style="list-style-type: none"> • Funding approval? • Public works to carry out maintenance. 	Recommended by Public Works	July
Look at options to replace wood chips & remove thistle	<ul style="list-style-type: none"> • Staff to create plan for thistle removal. • Gain input on alternative options for woodchips. • Staff to carry out thistle removal and wood chip replacement. 		July
Pickleball	<ul style="list-style-type: none"> • Refurbish current tennis courts to accommodate pickleball 	In Progress as of 10.16.17	Unknown
Develop a 5-Year Maintenance Plan of parks	<ul style="list-style-type: none"> • Create plan based on necessity 		July
Make recommendations on maintenance priorities.	<ul style="list-style-type: none"> • Establish standards to follow when a park adoption takes place 	In progress	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"> • Break down plan in to measurable goals Phase 1 north and Phase 2 south • Implement plan. 	In motion as of 10.16.17	2019
Sally Manzara Nature Center	<ul style="list-style-type: none"> • Review and make recommendation on Nature Center lease agreement and plans. • Explore opportunities to work with Friends of Lake Elmo on new programs and/or events in Sunfish Lake Park. 	In Progress	Must be completed July 4, 2019 per contract
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"> • Special events, publications, website update, e-blasts • Public input sessions for Comprehensive Plan updates and adding new uses into the current parks 	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"> • Reassess funding priorities as needed. 	As needed	Ongoing
Formal Policy on How Parkland Dedication Should Be Used	<ul style="list-style-type: none"> • Draft and make recommendation on a formal policy on: • How parkland dedication funds should be allocated for new developments. • Sizing of parks within developments. • \$500 per home for a neighborhood park has been used in the past. 	Update as of April 17, 2017 meeting: The Parks Commission did not wish to pursue such a policy at this time.	March
Tablyn Park CIP Amendment	<ul style="list-style-type: none"> • Add rest of Tablyn Park improvements to CIP 	Not included on 2017-2021 draft	May
	<ul style="list-style-type: none"> • 		
	<ul style="list-style-type: none"> • 		