



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

NOTICE OF MEETING

**City of Lake Elmo Parks Commission
3800 Laverne Avenue North
November 19, 2018 6:30 PM**

AGENDA

1. Call to Order
2. Approve Agenda
3. Approve Minutes
 - a) September 17, 2018
 - b) October 15, 2018
4. Budget update from Sallay Manzara Nature Center
5. December 17, 2018 Meeting Agenda
6. Communications
7. 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 September 17, 2018

Members Present: Commissioners Ames, Frick, Mayek, Nelson, Nuenfeldt, Olinger, Steele, Weeks and Zeno

Members Absent: None

Staff Present: City Planner Prchal

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

Approval of Agenda

Amess made a motion to approve the agenda, seconded by Zeno. Motion passed.

Approval of Minutes

Olinger made a motion to approve the minutes with the correction on the Commission members abstaining from the vote to approve the minutes to Mayek and Olinger, motion seconded by Nuenfeldt. Motion passed. Ames, Frick, and Zeno abstained from the vote since they were not present at the meeting.

Little Library

Prchal stated that the previous Little Library was for Pebble Park and the new request for is for the Savona neighborhood. The application was submitted by Kristen Chandley to install a Little Library. The applicant will take on the maintenance of the Little Library, will supply the books, and will monitor what other books are donated.

Public Works would like to see a 6 foot distance from the curb to the post to allow for grass mowing and a 3 foot or greater distance from the path to the post to allow for plowing the path.

Weeks asked if there has been any opposition or negative feedback regarding Little Libraries. Prchal answered that there has been none in Lake Elmo. Olinger added that the only thing negative she has heard is that people wished there were more books in the Pebble Park one. Steele asked if there was any information about meeting ADA requirements for the Little Library to make it accessible to all people. Prchal said he has already informed the applicant that staff would like her to keep reach heights in mind when constructing the post.

Frick mentioned that it would be nice to provide recognition in the Fresh for people that construct Little Libraries and other contributions. Zeno suggested that maybe there should be guidelines on what we would like to see in the construction of Little Libraries and provide a streamlined process, instead of waiting for a meeting.

Ames made a motion to approve the Little Library as proposed. Seconded by Frick. All in favor

Communications

Prchal provided an update on the Village Preserve and Wildflower Park. Staff sent out information regarding 3 play structure options that do not exceed the budget or size limits of the park to Drew Cavallaro, the resident that attended a previous meeting as a neighborhood representative. Staff is looking for feedback by September 24th so that the information can go to Council for approval and in time to submit a grant request to GameTime by October 31st.

Ames asked about follow up on the trail connection between Legacy at North Star and Hamlet at Sunfish Lake. Prchal said he could bring an update to the October meeting.

Frick asked about the grant submittal for Buckthorn removal at Sunfish Lake Park. Prchal asked if he could bring an update to the October meeting after discussing with the Public Works Director.

Prchal said that the 45th Parallel marker was approved. He also said that Council approved the lighting for Tablyn Park and the park will be discussed again at the next Council meeting.

Ames inquired about the prairie planting and the prescribed burn at Sunfish Lake Park. The Commission would like to receive an update on if it was approved and why it has not happened. Prchal said he could bring an update to the October meeting.

Zeno asked about the progress of Lion's Park regarding the drainage. Prchal asked if he could bring an update to the October meeting after discussing with the Public Works Director.

Meeting adjourned at 6:51 p.m.

**Respectfully Submitted,
Tanya Nuss**

MINUTES

City of Lake Elmo Parks Commission October 15, 2018

Members Present: Commissioners Frick and Olinger

Members Absent: Commissioners Ames, Mayek, Nelson, Nuenfeldt, Steele, Weeks and Zeno

Staff Present: City Planner Prchal

Quorum was not met, no meeting was held.

**Respectfully Submitted,
Tanya Nuss**



PARKS COMMISSION COMMUNICATION

DATE: November 19, 2018

REGULAR

ITEM #: 4

MOTION

AGENDA ITEM: Sally Manzara Interpretive Nature Center – Budget Update

SUBMITTED BY: Ben Prchal, City Planner

REVIEWED BY: Kristina Handt, City Administrator
Rob Weldon, Public Works Director

BACKGROUND:

Per the lease agreement that was established for the nature center, the Friends are required to provide the City with a detailed budget to ensure that annual operating expenditures do not exceed annual operating revenues.

ISSUE BEFORE COMMISSION:

Does the commission have any comments or questions pertaining to the budget of the nature center?

ATTACHMENTS:

- None at this time