



*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
June 21, 2021 6:30 PM**

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approve Agenda
4. Approve Minutes
 - a) April 19, 2021 minutes
5. Public Comments
6. Deer Hunting in Sunfish Lake Park – Washington County Presentation
7. Capital Improvement Plan (CIP)
8. Sunfish Lake Trail Reroute
9. Bike Repair Station – 2nd Location
10. Communications
11. 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.*

City of Lake Elmo Parks Commission Minutes

April 19, 2021

Members Present: Commissioners - Weeks, Ames, Schumacher, Nightingale, Hoelscher, Kastler, and Rivera

Staff Present: City Planner - Prchal, Public Works Director - Powers

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

Approval of Agenda

Agenda was unanimously approved as presented 7-0.

Approval of Minutes

Weeks motioned to approve the February 17th, 2021 Parks Commission Minutes, Ames provided a second; discussion. Unanimously passed with the discussed typo correction 7-0. The March 2021 Meeting was cancelled.

Public Comments

Ann Bucheck at 2301 Legion Ave: This spring one of the trees fell over in Legion Ave Park and is now floating in the standing water. You can access this park from Legion Lane and recommend the Parks Commission view the park in its current state. Thank you.

Mike Zeno – Lions Park Volleyball Court Courtesy Rules Discussion.

Mike Zeno at 4860 Jerome Ave N – Mr. Zeno is requesting the Parks Commission consider a courtesy rules sign for the volleyball courts at Lions Park. Residents in the area provided a list of courtesy rules for commission review at a later date. They would also like to see lights and another volleyball court constructed.

Discussion followed regarding the current lights by the court, requirement of a new sign and sign placement, court usage, court locations, reservations, common courtesy rules, and possibly adding courts to the CIP for future consideration.

Ames motioned to have staff look into verbiage for a sign, Rivera provided a second.

(Discussion: Hoelscher would like to see it follow park policy. Kastler recommends the rules be more specific to volleyball. Not parking on the grass is already a park regulation.) **Unanimously passed 7-0.**

Sunfish Lake Park

Ami Voeltz-Schakel at 9905 Tapestry Rd, Park Usage Community Group Representative for Sunfish Lake Park, provided a presentation on user experience, concerns, and solutions focusing on safety and clarifying user confusion.

Matt Orest at 7650 31st St N: Activity at the park has grown. Trails are bi-directional and users are allowed to use all trails. (Orest went into detail about the safety issues and proposed trail changes. Discussion followed inquiring about cost, number of days the work would take to complete, volunteer opportunity, and if the Landtrust required removing trails to be able to add trails.) Voeltz-Schakel recommended designated hiking and skiing trails in the winter.

Mary Frick at 2773 Lisbon Ave N: Dogs running off leash is an ongoing safety concern. (Frick commented on the groups concerns and incidents with the dogs.) The city ordinance for a dog running at large is stated as a misdemeanor, which is up to a \$1000 fine or 90 days in jail. We suggest placing doggie bag holders with leash law signs in the park. (Discussion

about the Sherriff's Department having no reports of hikers bitten in the park in the last 5 years and the need to make a report of any incidents.)

Voeltz-Schakel: Last thought is to update all the signage to reflect user guidelines for winter and summer, and noting that we would love to see the option of having sandwich signs and post signs.

Weeks questioned the conditions set in the contract with the Landtrust about the trails. (The Commission discussed the contract, trail maintenance, signs, and bringing a discussion to the Landtrust regarding potential trail changes.)

Public comments were heard by Tony Manzara located at 5050 Kirkwood, Mary Frick at 2773 Lisbon Ave N, Tim Wegner of Rosemont, Ann Bucheck at 2301 Legion Ave, Peter Sullivan at 1050 Tapestry Bend, Mike Zeno at 4860 Jerome Ave N, Susan Dunn at 11018 upper 333rd St N, and Trina Joyce of Minneapolis regarding the Landtrust contract, thanking Ami for bringing people together for a respectful discussion, ordinance, sign budget, trail location and measurements, who should be responsible for trail cost and how much, Mr. Wegner volunteering, questions on when users were allowed to be on the same trail and when bikers started being allowed in the park, importance of proper signage, trail erosion and maintenance, any reported accidents, welcoming the new parks commission members and thanking them for their service, the importance of the park continuing to be a nature preserve, and the consensus that trails should not be multi-user trails for the safety of everyone.

Ames mentioned that the commission is only a recommending body and the City Council has final vote.

Weeks motioned for Ames to be liaison to the group, Hoelscher provided a second; unanimously approved 7-0.

Ames motioned to recommend designated user trails to improve safety and minimize conflict to the City Council, Schumacher provided a second; discussion. Commission felt the motion was premature - motion withdrawn.

Kastler motioned for the group to continue to work with Ames and focus in on the concepts provided, Ames seconded; Ames amended the motion to direct city staff to research the groups presented topics that will allow the commission to address safety concerns, Schumacher provided a second; Commission would like to see something solid before presenting it to Council and the Landtrust. Unanimously approved 7-0.

Communications

- a) May 6th APWA member's community service day. Powers found a few things that could be done.
- b) County Deer Hunt. County completed a fly over and it met the threshold for a hunt. Dan McSwan from Washington County is getting his material together to see if any cities want to join together for a hunt. The presentation would be this calendar year, most likely August in preparation for the fall deer hunt.
- c) Bee Keeping in Sunfish has been approved and the hives are set up.
- d) CIP: Schumacher has been selected to serve on that committee.
- e) Concession stands are now open.

Meeting adjourned at 8:44 PM

**Respectfully Submitted,
Rebecca McGuire, Deputy Clerk**



STAFF REPORT
DATE: 6-21-2021

ITEM: Hunting in Sunfish Lake Park
SUBMITTED BY: Ben Prchal, City Planner
REVIEWED BY: Marty Powers, Public Works Director

BACKGROUND:

In February of 2021 the City Council amended the hunting ordinance for Lake Elmo to allow hunting on City owned property. The amendment states the City can allow hunting on City owned property with the intentional passing of a resolution containing the dates, times, and conditions of the hunt. That same month, Washington County conducted a fly over of the Lake Elmo Park reserve as well as Sunfish Lake Park to estimate the deer population in the area.

ISSUE BEFORE THE PARKS COMMISSION:

Staff is asking the Parks Commission to review the possibility of allowing hunters to hunt deer in Sunfish Lake Park.

REVIEW AND ANALYSIS:

A flyover done by Washington County provided data suggesting there were enough deer per square mile to warrant a hunt. Performing controlled population management within urban areas is very helpful in maintaining a healthy deer population as well as limiting the number of accidents between deer and cars. Washington County will be using Metro Bow Hunters to manage two hunts in Lake Elmo Park Reserve for a period of three days each in October and November. During this time Lake Elmo would be closing Sunfish Lake Park from the public on off days. Meaning Monday – Thursday with no weekend hunts.

Code Section 130.15 Use of Firearms; Hunting

“...There shall be no hunting on City-owned property unless otherwise determined by the City Council by resolution. Should the City council decide to allow hunting on City-owned property, the resolution adopted by the City Council will outline the dates, times and conditions of the hunting activities that may occur and will include a map of the authorized location(s).”

The City Council will need to pass a resolution supporting the hunt.

FINANCIAL IMPACT

The City insurance provider has not stated that hunting on City lands should not occur and it does not appear coverage would need to change to allow hunting on public lands. The City is not expecting a financial impact at if deer hunting is allowed.

RECOMENDATION:

If the Commission would like to recommend hunting within Sunfish Lake Park Staff is suggesting the following conditions as part of the approving resolution:

- Only approved bowhunters selected by Metro Bow hunters are allowed to hunt within the park.
- Sunfish Lake Park will be closed to the public from October 25th to 27th, 2021 and November 8th to 10th, 2021. Only City Staff and individuals selected for the hunt by Metro Bow hunters will be allowed into the park.
- Hunters may not sit within 100 ft. of the property line as identified on the 2021 hunt map.
- The City must be listed as an insured on the Metro Bowhunters liability insurance before being allowed to hunt.

“Motion to recommend approval of the Deer hunt with recommended conditions.”

ATTACHMENTS:

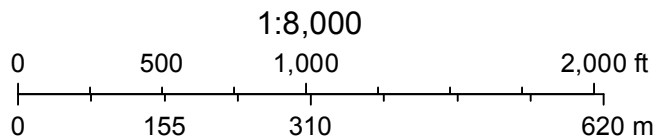
- Hunt Map
- Deer Survey Map (Produced by Washington County)

Washington County, MN



May 27, 2021


Represents areas where hunting is not allowed, 100 ft. from the proeprty line.



Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.

2021 Lake Elmo Park Deer Survey

Legend

 Deer Survey Area
(2515 acres, excludes
196 ac of development
or 3.92 square miles)

Total Deer Counted 104
(72 LEPR, 32 Sunfish Lake)

Calculations

Total Square Miles of habitat (3.92)

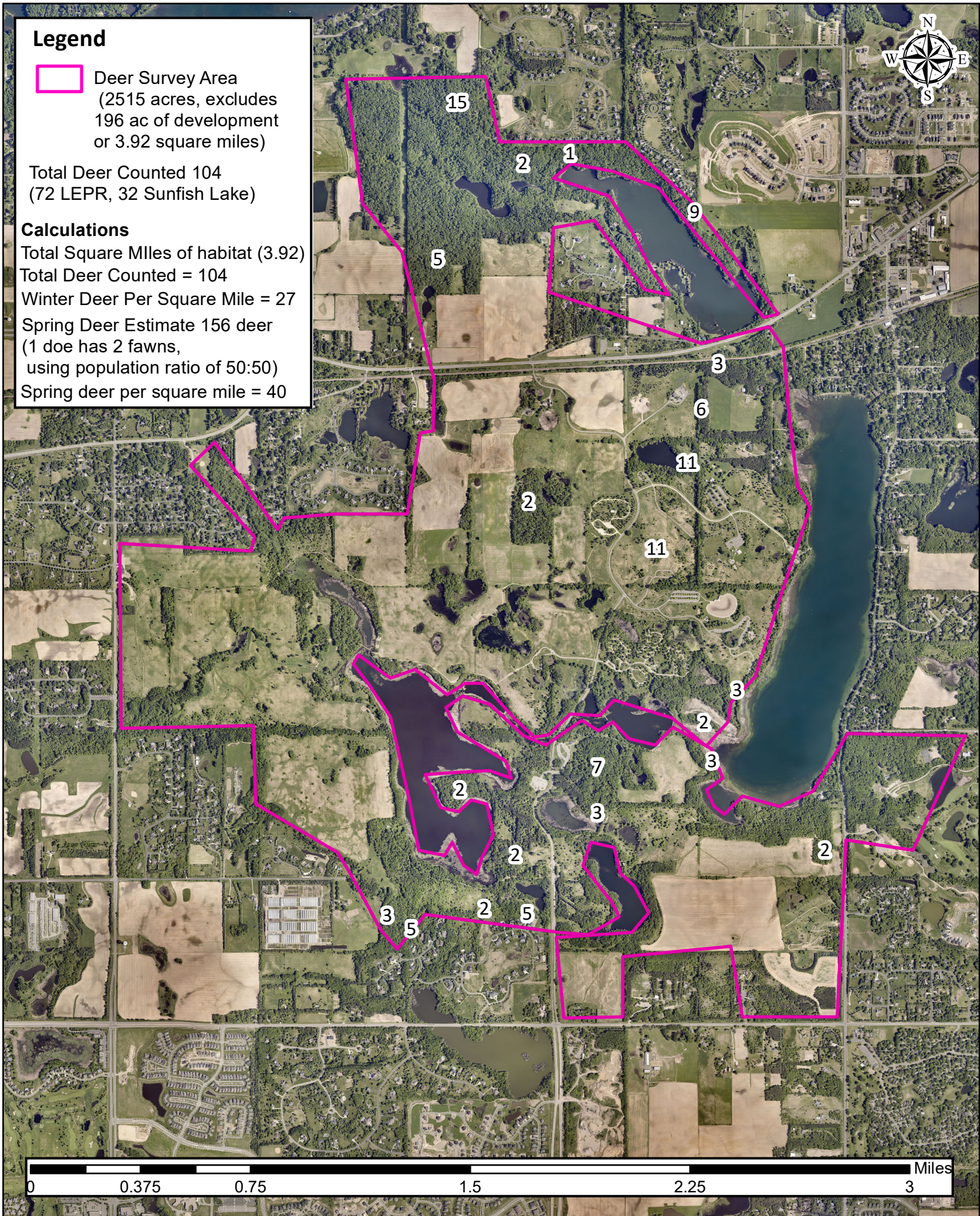
Total Deer Counted = 104

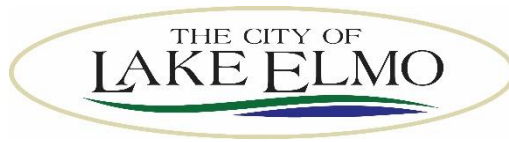
Winter Deer Per Square Mile = 27

Spring Deer Estimate 156 deer

(1 doe has 2 fawns,
using population ratio of 50:50)

Spring deer per square mile = 40





STAFF REPORT

DATE: June 21, 2021

ITEM #:

TO: Parks Commission
FROM: Ben Prchal, City Planner
AGENDA ITEM: Items for 2022-2026 Parks CIP
REVIEWED BY: Ken Roberts, Planning Director
Marty Powers, Public Works Director

BACKGROUND

A Capital Improvement Program, or CIP, is a multi-year (typically 5 years) capital expenditure plan for a City's infrastructure (such as streets, parks and utility systems), and equipment and public buildings. The CIP identifies the major projects needed and desired by the community, their potential costs and how they would be financed. A project or purchase identified and budgeted through the CIP does not commit the City to that project. The City Council must specifically authorize each one and the associated funding for the expenditure before any project may proceed. When the CIP is reviewed (ideally annually, in conjunction with the budgeting process) projects may go forward as planned, advance ahead of schedule, be removed entirely, or new projects may be added. These adjustments are dependent upon changes in circumstances and priorities.

The Minnesota Land Planning Act requires that the implementation plan portion of the Comprehensive Plan include a CIP for major infrastructure needs (transportation, wastewater, water supply, parks and open space) for a five-year time period. Cities often expand the scope of their CIPs to include other capital needs (major equipment replacements, for example) and sometimes look beyond the five-year time period, up to 20 years in the future for some projects. Such projects represent more of a "wish-list" that can be evaluated each time the plan is updated.

As a part of the Comprehensive Plan, the CIP has some legal standing. Minnesota Statutes Chapter 473.865 provides that "a local governmental unit shall not adopt any official control or fiscal device which is in conflict with its comprehensive plan." A fiscal device includes a budget or bond issue; so it is important that the plan and CIP be kept up to date and in synch with city budgets.

The primary benefit of a CIP is as a financial planning tool, to help the City plan for the impact of capital needs on future budgets and property taxes, and to help forecast the need for borrowing to undertake major projects. The information developed as part of the capital planning process can help document the need for various projects and help the City Council sort out competing priorities.

Lake Elmo's CIP includes all capital projects that cost at least \$25,000 and have a useful life span of five years or longer.

ISSUE BEFORE COMMISSION

What park improvements would the Commission like to have in the 2022-2026 CIP? When should they be completed?

PROPOSAL DETAILS/ANALYSIS

For the 2021 construction season there are no park projects planned and the only expected expenditure is for a grant that does not meet the threshold for a CIP item.

The commission should also consider putting a place holder in the CIP for improvements needed for other city trails/parks throughout the community.

Other Items? Fortunately Staff has been able to put together a park inventory which was reviewed at the February 2021 meeting. Comments from this meeting were used to put together this year's CIP review. If there are other items that the Parks Commission would like to see in the 2022-2026 CIP they should be identified at this time. The Commission should also assign a priority to each project based upon the following framework:

1. Critical or urgent, high-priority projects that should be done if at all possible; a special effort should be made to find sufficient funding for all of the projects in this group.
2. Very important, high-priority projects that should be done as funding becomes available.
3. Important and worthwhile projects if funding is available; may be deferred to a subsequent year.
4. Less important, low-priority projects; desirable but not essential.
5. Future Consideration.

When determining a project, the Commission should keep in mind the requirements set out in the City Code.

Section 154.15 (F) Park Dedication Fund

(1) A cash contribution paid to the City shall be placed in a special fund. The money shall be used only for:

- (a) The acquisition and development or improvement of parks, recreational facilities, playgrounds, trails, wetlands or open space based on the approved park systems plan;*
- (b) Redevelopment or rehabilitation of existing park facilities or sites; or*
- (c) Debt service in connection with land previously acquired or improvements thereto previously constructed.*

(2) No funds shall be used for ongoing operation or maintenance of existing parks recreational facilities or sites or City vehicles.

Based off of the February Parks Commission meeting Staff has identified three trail connections that the City should peruse.

1. Connection of Hamlet on Sunfish to Tapestry. (Estimated length 335 ft. - \$26,298)
 - The City has an easement over Outlot F that could be used for the connection. The outlot sits between 4258 Kindred Way and 4236 Kindred Way.
2. Connection between the Inwood Development and paving of Stonegate trails (Ivywood Park and Stonegate Park). (Estimated length into Stone Gate Park 750 ft. - \$58,875)(Estimated length of Stonegate Trails 2,309 ft. - \$181,257) Total length and cost 3,059 ft. - \$240,132
 - This is likely the easiest connection to complete. Though, it would be the most expensive.
3. Connection from Wildflower into Tana Ridge. (Estimated length 525 ft. - \$56,213)
 - This would create a nice connection but depending on the chosen path there are multiple properties (public, private, and or HOA) that the trail may have to cross over. Because of this Staff suspects full implementation may take more time.

Additional projects in the CIP are park development/redevelopment.

1. Pebble Park – The equipment is aging and is not expected to stay useable for many more years. (\$130,000)
 - The tennis courts are also showing age and it is recommended that they be repainted/repared as wither tennis court or pickle ball courts. (\$85,000)
2. Demontreville Park – The equipment is aging and a decision needs to be made to either replace it or remove the amenity all together. (\$130,000)
3. Tablyn Park – Resurfacing of tennis court, either tennis or pickle ball. (\$75,000)

As a reminder the CIP will include other projects and purchases which are not directly related to development. Though it needs to be understood that the purchase are for park maintenance or implementation of park activities. These expenditures are not covered by park dedication funds but are still discussed through the CIP.

FISCAL IMPACT

Staff has reached out to more than one resource and a response was not provided to help estimate a cost per foot to construct an 8 ft. asphalt trail. Because of this numbers from a 2019 report have been used and increased by

3% per year to adjust for price increases. The 2019 report noted a \$74 per lineal foot cost, which leads to a projected cost of \$78.5 per lineal foot today (2021).

Items Scheduled for 2021. There are no projects/expenses scheduled for 2021.

Expected Funds in 2021:

Legacy at North Star	\$224,000 (Phase 4)
Bruggerman OP-PUD	\$34,625 (Estimate)
Union Park 2 nd & West	\$398,200
Total	\$656,825

Park Dedication Fund Balance as of 12/31/2020

\$1,193,853 (*This does not include "Expected Funds"*)

OPTIONS AND RECOMMENDATION

- 1) Commission can remove or identify additional projects to add to the 2022-2026 City CIP.
- 2) If no further projects are identified, the listed projects will move forward for final approval.

"Motion to recommend approval of the Parks CIP as presented."

ATTACHMENTS:

- 2022-2026 *Draft* Capital Improvement Plan for Parks
- Potential Trail Connections and Maps

City of Lake Elmo, Minnesota
Capital Improvement Plan - 2022 - 2026

2022 thru 2031

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Parks and Recreation												
Central Greenway Regional Trail	PR-009		220,000									220,000
New or Refurbished Ballfields	PR-017			1,000,000								1,000,000
Dog Park	PR-019		25,000									25,000
Utility Vehicle/Trail Groomer	PR-020			37,000								37,000
Neighborhood Trail Connections	PR-021	322,643										322,643
Pebble Park Playground Replacement	PR-022		130,000									130,000
Demontriville Park Playground Replacement	PR-023		130,000									130,000
Tablyn Park Court Resurfacing	PR-024				75,000							75,000
Pebble Park Courts	PR-025			85,000								85,000
Trail Seal Coat	PR-026	65,000										65,000
Parks and Recreation Total		387,643	505,000	1,122,000	75,000							2,089,643
<i>Grants/Donation</i>				1,000,000								1,000,000
<i>Park Dedication Fund</i>		387,643	505,000	85,000	75,000							1,052,643
<i>Vehicle Replacement Fund</i>				37,000								37,000
Parks and Recreation Total		387,643	505,000	1,122,000	75,000							2,089,643
Grand Total		387,643	505,000	1,122,000	75,000							2,089,643

Capital Improvement Plan - 2022 - 2026

2022 *thru* 2026

City of Lake Elmo, Minnesota

Department Parks and Recreation

Contact City Administrator

Project # PR-009
Project Name Central Greenway Regional Trail

Type Improvement

Useful Life 25 years

Category Park Improvements

Priority 3 Important

Status Active

Description

Central Greenway Regional Trail beginning at CSAH 19 and I-94, traveling through Lake Elmo Park Reserve, east along Stillwater Blvd to Manning Ave and then north to TH36.

2023 potential segments include in front of Hagbergs and near Keats/CSAH 10 (if a road project is funded).

Justification

Trail would address the following community needs:

- Deliver students safely to school
- Bring people to our downtown
- Bring people to our parks
- Provide safe recreation
- Trail Diversity-Provide feel of Lake Elmo
- Omit need to bike down Hwy 5/CSAH 14
- Compatibility with public grant opportunities
- Compatibility with private funding opportunities

Feasibility of land acquisition will be a consideration

Trail likely to be built in segments in conjunction with county road projects and as funding allows through Met Council or other state grants

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance		220,000				220,000
Total		220,000				220,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park Dedication Fund		220,000				220,000
Total		220,000				220,000

Budget Impact/Other

Additional trails to maintain-labor and materials for snow removal if desired by city

Trail construction cost may be as high as \$12 million. City would expect cost share with county as well as grants to offset costs.

2023 costs are for trail through new roundabout at CSAH 19 and CSAH 10 and trail extension abutting Hagebergs

Future costs will be added as they are known

Capital Improvement Plan - 2022 - 2026

2022 *thru* 2026

City of Lake Elmo, Minnesota

Department Parks and Recreation

Contact City Administrator

Type Improvement

Useful Life 40 years

Category Park Improvements

Priority 1 Critical

Status Active

Project # PR-017

Project Name New or Refurbished Ballfields

Description

New ballfields to be constructed or refurbished after Tartan ball fields are no longer used by the public

Justification

Replacement of some of the fields at Tartan Park lost to development of Royal Oaks Golf Course Community

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance			1,000,000			1,000,000
Total			1,000,000			1,000,000

Funding Sources	2022	2023	2024	2025	2026	Total
Grants/Donation			1,000,000			1,000,000
Total			1,000,000			1,000,000

Budget Impact/Other

Funding to be provided from developer in development agreement with Royal Golf. Funds to be used for acquisition of land, if necessary, and buildidngor refurbishing of (a) new ballfield(s).

Capital Improvement Plan - 2022 - 2026

2022 *thru* 2026

City of Lake Elmo, Minnesota

Department Parks and Recreation

Contact Public Works Director

Type Improvement

Useful Life 25 years

Category Park Improvements

Priority 4 Less Important

Status Active

Project # PR-019

Project Name Dog Park

Description

Parks commission recommended the search and planning for a dog park somewhere near the denser developments

Improvements would be minimal such as fencing

Justification

Residents on small lots in denser developments need a place to take their dogs for exercise.

By providing a dog park those who let their dogs run off leash in other parks can be redirected

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance		25,000				25,000
Total		25,000				25,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park Dedication Fund		25,000				25,000
Total		25,000				25,000

Budget Impact/Other

Capital Improvement Plan - 2022 - 2026

2022 *thru* 2026

City of Lake Elmo, Minnesota

Department Parks and Recreation

Contact Public Works Director

Project # PR-020
Project Name Utility Vehicile/Trail Groomer

Type Equipment

Useful Life 10 years

Category Vehicles

Priority 3 Important

Status Active

Description

Replaces 2014 Kubota

Justification

End of Useful Life

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings			37,000			37,000
Total			37,000			37,000

Funding Sources	2022	2023	2024	2025	2026	Total
Vehicle Replacement Fund			37,000			37,000
Total			37,000			37,000

Budget Impact/Other

Capital Improvement Plan - 2022 - 2026

2022 *thru* 2026

City of Lake Elmo, Minnesota

Department Parks and Recreation

Contact Public Works Director

Project # PR-021
Project Name Neighborhood Trail Connections

Type Improvement

Useful Life 40 years

Category Park Improvements

Priority 2 Very Important

Status Active

Description

Parks Commission request to develop trail connections between neighborhoods. May be spent over 2021-2023.

Installing a trail connection between Wildflower & Tana Ridge. 525 feet \$56,213.00 in 2023

Installing a trail connection between Inwood Park and Stonegate Park. 750 feet \$58,875.00 Improving the Stonegate trails with Pavement 2,309 ft - \$181,257 in 2022

Installing a trail connection between Hamlet on Sunfish and Tapestry. 335 feet \$26,297.50 in 2022

Justification

The Parks Commission indicated trail connections were a priority throughout the city.

Expenditures	2022	2023	2024	2025	2026	Total
Land Acquisition	15,000					15,000
Construction/Maintenance	307,643					307,643
Total	322,643					322,643

Funding Sources	2022	2023	2024	2025	2026	Total
Park Dedication Fund	322,643					322,643
Total	322,643					322,643

Budget Impact/Other

Would result in additional trail miles to maintain in the future.

Capital Improvement Plan - 2022 - 2026

2022 *thru* 2026

City of Lake Elmo, Minnesota

Department Parks and Recreation

Contact Public Works Director

Project # PR-022
Project Name Pebble Park Playground Replacement

Type Improvement

Useful Life 20 years

Category Park Improvements

Priority 2 Very Important

Status New Recommendation

Description

Replace Pebble Park Playground Equipment

Justification

The main playground equipment is over 30 years old. Two slides and one cat walk have been removed due to failure/sfety issues. The coating on metals are deteriorating and creating sharp safety hazards. Public Works does not recommed spending funds to maintain this equipment

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance		130,000				130,000
Total		130,000				130,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park Dedication Fund		130,000				130,000
Total		130,000				130,000

Budget Impact/Other

Capital Improvement Plan - 2022 - 2026

2022 *thru* 2026

City of Lake Elmo, Minnesota

Department Parks and Recreation

Contact Public Works Director

Type Improvement

Useful Life 20 years

Category Park Improvements

Priority 2 Very Important

Status New Recommendation

Project # PR-023

Project Name Demontriville Park Playground Replacement

Description

Replacing the existing 30 year old playground equipment at Demontriville park

Justification

The slide was removed and capped off. The Coatings on the metal are deteriorating creating sharp hazards

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance		130,000				130,000
Total		130,000				130,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park Dedication Fund		130,000				130,000
Total		130,000				130,000

Budget Impact/Other

Capital Improvement Plan - 2022 - 2026

2022 *thru* 2026

City of Lake Elmo, Minnesota

Department Parks and Recreation

Contact Public Works Director

Type Improvement

Useful Life 20 years

Category Park Improvements

Priority 3 Important

Status New Recommendation

Project # PR-024

Project Name Tablyn Park Court Resurfacing

Description

Resurface the existing tennis courts

Justification

The court surface is failing, cracking and is unlevel

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance				75,000		75,000
Total				75,000		75,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park Dedication Fund				75,000		75,000
Total				75,000		75,000

Budget Impact/Other

Capital Improvement Plan - 2022 - 2026

2022 *thru* 2026

City of Lake Elmo, Minnesota

Department Parks and Recreation

Contact Public Works Director

Type Improvement

Useful Life 20 years

Category Park Improvements

Priority 3 Important

Status New Recommendation

Project # PR-025

Project Name Pebble Park Courts

Description

Full depth reclamation on court surface, pave, stripe for either picklball or tennis, add new posts and nets, change out electrical cabinet, improve sidewalk, resurface basket ball court

Justification

The exsiting court surfaces are failing, cracking and is unlevel. Tennis is a less desirable sport so picklball would see more use

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance			85,000			85,000
Total			85,000			85,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park Dedication Fund			85,000			85,000
Total			85,000			85,000

Budget Impact/Other

Capital Improvement Plan - 2022 - 2026

2022 *thru* 2026

City of Lake Elmo, Minnesota

Department Parks and Recreation

Contact Public Works Director

Type Improvement

Useful Life 5 years

Category Park Improvements

Priority 2 Very Important

Status New Recommendation

Project # PR-026

Project Name Trail Seal Coat

Description

Seal coating 49,000 sq yards of city owned park trails

Justification

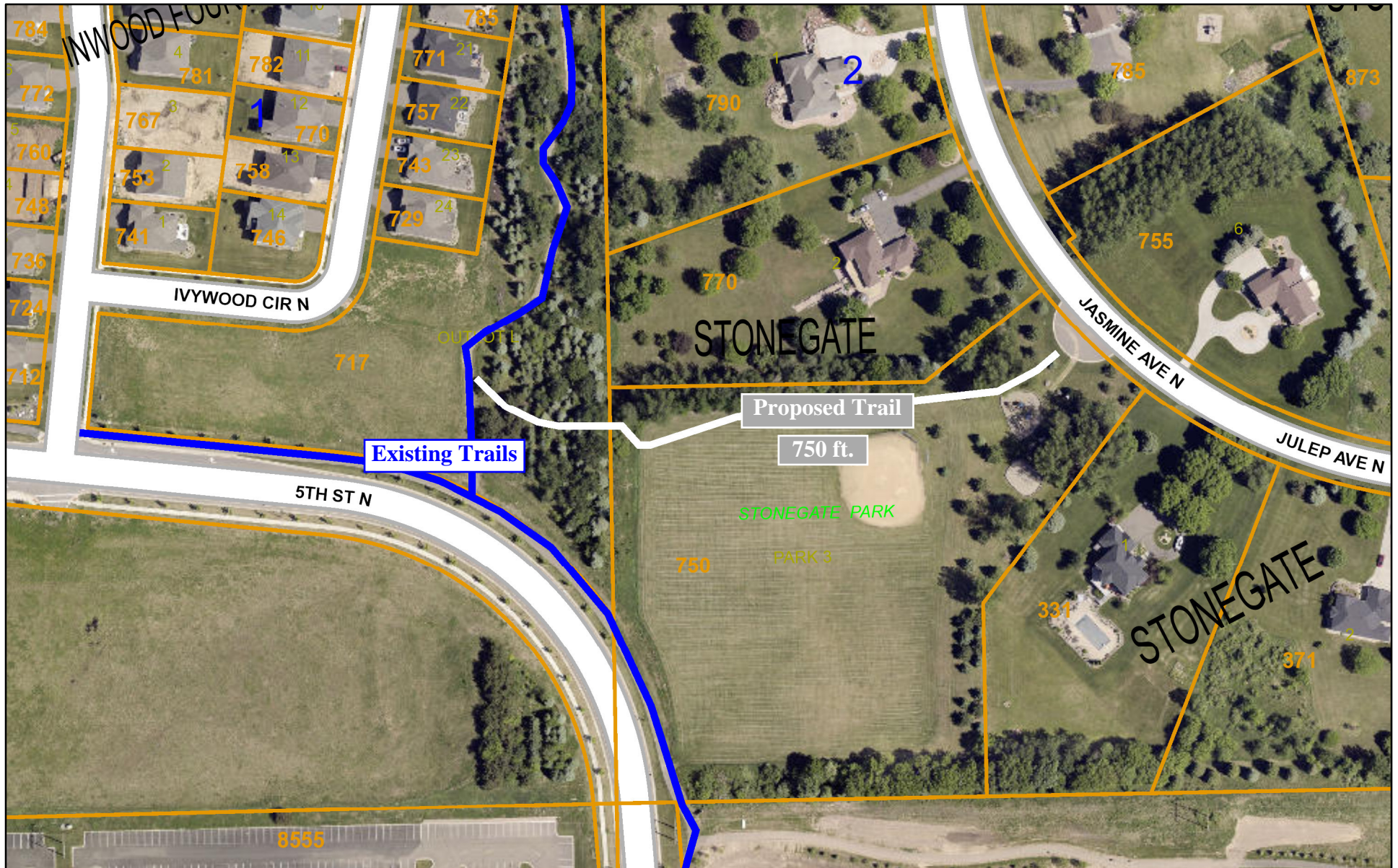
Little maintenance has been completed on most of the city owned trails. Crack filling of selected trails is being completed in 2021 with intentions of seal coating the same trails in 2022. This maintenance will likely add 5-6 years of life

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance	65,000					65,000
Total	65,000					65,000

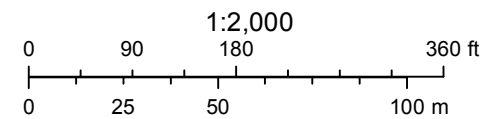
Funding Sources	2022	2023	2024	2025	2026	Total
Park Dedication Fund	65,000					65,000
Total	65,000					65,000

Budget Impact/Other

Washington County, MN



May 25, 2021



Stonegate Walking Trails

10th St N

Jasmine Ave N

Julip Ave N

Trail Classification(s)

Public Walking Trail Unpaved

Public Walking Trail Paved

Lake Elmo Roads

2,334 ft. of public unpaved walking trail.

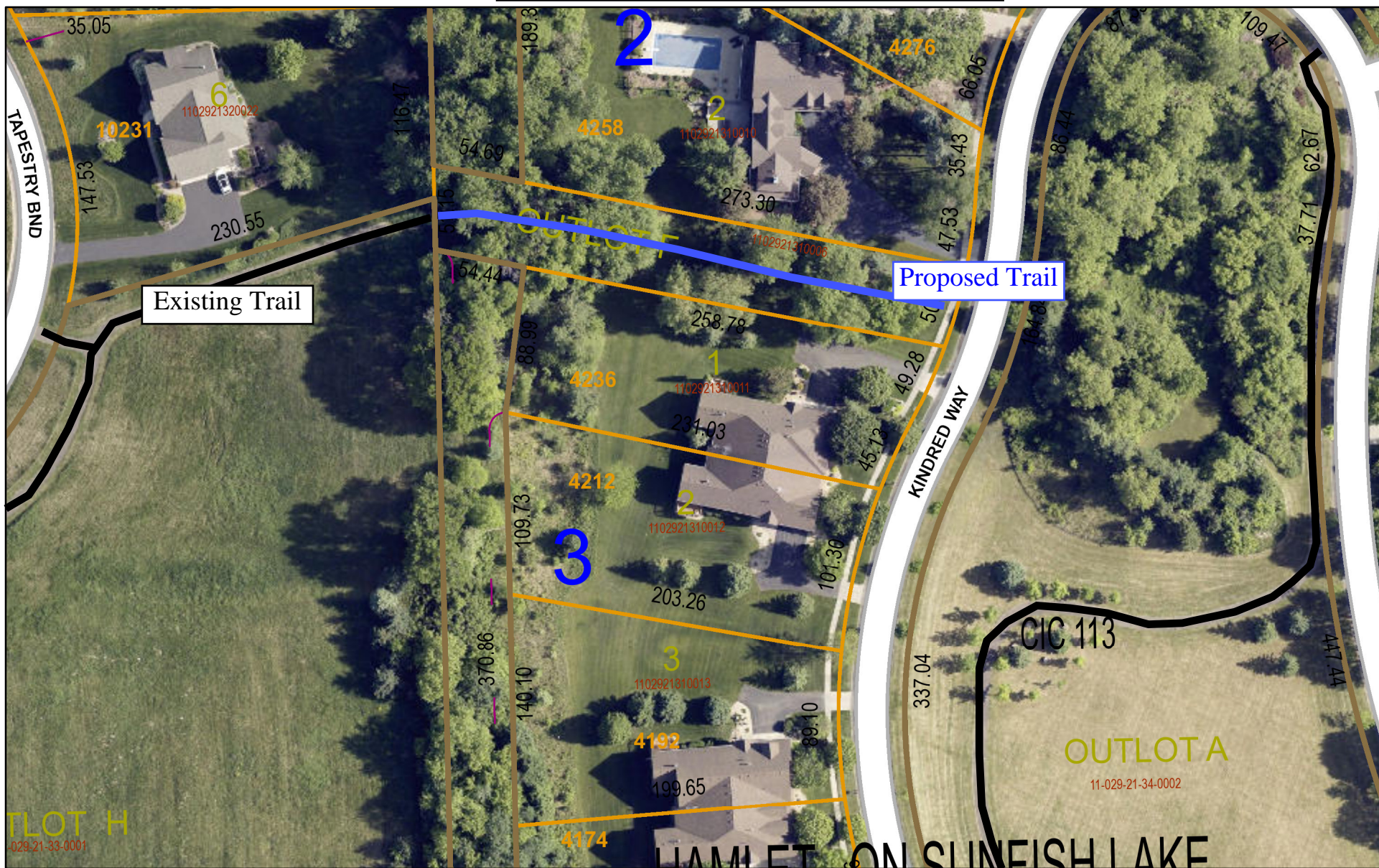
Measurement does not include Paved Trail.

0 205 410 820 Feet

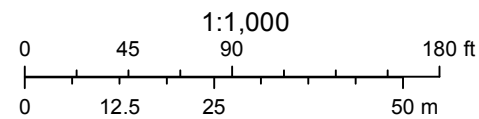
Map Date: May 2021
Created By: Planning Department



Tapestry - Hamlet Connection



June 17, 2021



Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.



STAFF REPORT

DATE: 6/21/2021

REGULAR

TO: Parks Commission
FROM: Ben Prchal, City Planner
AGENDA ITEM: Reroute of Trails within Sunfish Lake Park
REVIEWED BY: Marty Powers, Public Works Director

BACKGROUND:

In the summer of 2020 mountain bike trails were completed within Sunfish Lake Park. With the completion of the trails the number of users within the park has increased, primarily mountain bikers. The addition of the new trails has generated some growing pains. The initial trail was designed to mitigate the number of interactions between different users. Though the majority of the trail system achieves this goal, a Community User group has identified an area(s) that could be reworked to further improve the usability of the park. At the April 19th 2021, Parks Commission meeting the user group presented their concerns and provided some recommendations as to how the City could best remove the identified issues.

ISSUE BEFORE THE PARKS COMMISSION:

Does the Parks Commission believe trails should be rerouted and reworked to further reduce trail user interaction?

PROPOSAL DETAILS/ANALYSIS:

The Community group has been very active in identifying issues with the trails and has produced recommendations as to how the City should address them. In this particular discussion the group has done their due diligence and found volunteers and funding to fully cover the costs of the proposed trail project.

Tim Wegner, who initially built the mountain bike trails has volunteered his time to run equipment and build the trails with the help of MORC (*Who has a maintenance agreement for the bike trials*), and volunteers. They have also secured grant funding to cover the costs of construction and to replace/amend signage within the park.

Re-route Proposal:

Aspects of the Trial:

The work is intended to correct issues with the trails at the entrance(s) of the park. From the parking lot all trail users are forced to share +/- 600 ft. of trail before they get onto their respective trails. It is this section of trail that spurred the need to make corrections. Walkers and bikers with the proposed amendment will be separated from the parking lot.

The reroute will also help eliminate a section of trail that has been prone to erosion since its inception. By removing activity from the hill it will allow vegetation to grow in and hopefully curb the continuation of gullies.

Comments from Minnesota Land Trust:

Staff has reached out to the Land Trust for two reasons. To first inform them that the discussion is happening and secondly to understand if the design/redesign of the trails would follow the same process as the original trail build. The proposed re-route discussed later in the report has not been reviewed by the Land Trust. However, I was informed that the total trail length within the park cannot increase. This stipulation is likely the most impactful in terms of design and figuring out which trails need to be "closed." With that in mind Staff incorporated the suggested layout from the Sunfish Park Community Group and began reworking the trails so that there would not be a net gain in overall trail length.

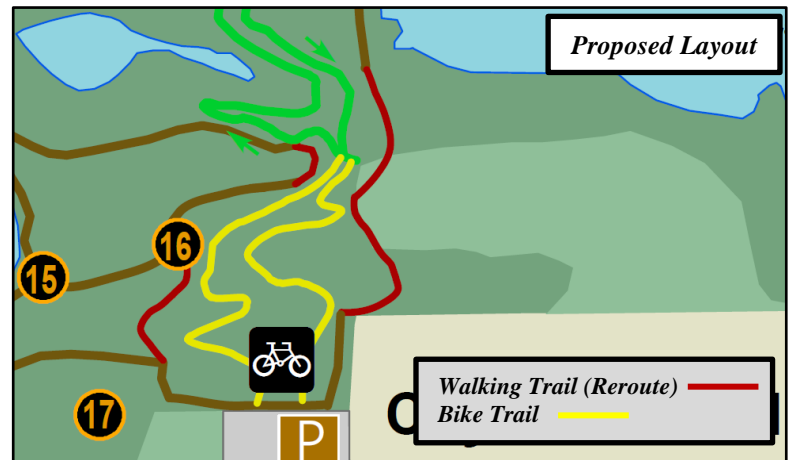
Regarding the construction of the trail, the requirements of the original RFP will be used. Also, the builders of the original mountain bike trails will also be involved with the re-route and build of the newer trails.

Signage:

With the addition/reconfiguration of trails it will force a change of signage within the park. The Community Group asking for the trail changes stated to Staff that there is also a sign budget to make corrections to signage within the park.

Recommended Re-Route:

The primary focus is to separate bikers from certain walkers/hikers within the park. With that in mind, the recommendation is to remove two sections of walking trail and add in two new sections of bike trail so that a designated entrance and exit can be established. From there a new but short walking trail segment will be installed so that walkers/hikers can still access the trails. The proposed trail re-route and addition comes out with a net change of zero.



The bike trail is estimated to add 1,989 ft., the rerouted trails comes to 1,214, and the removed walking trail comes to 3,220 ft. Based on the requirements of the Land Trust the proposal has a high likelihood of being accepted. Staff has included an exhibit to further explain the math and method used to calculate the figures.

FISCAL IMPACT (Estimated):

Staff is not expecting a fiscal impact to the City. At this time there is not money budgeted to make additional corrections to the park. However, the community group along with MORC has secured a grant to perform the work.

OPTIONS:

The Parks Commission may:

1. Recommend approval of the trail reconfiguration in Sunfish Lake Park.
2. Direct Staff to make amendments and then recommend approval.
3. Recommend denial of the trail reconfiguration.

RECOMMENDATION:

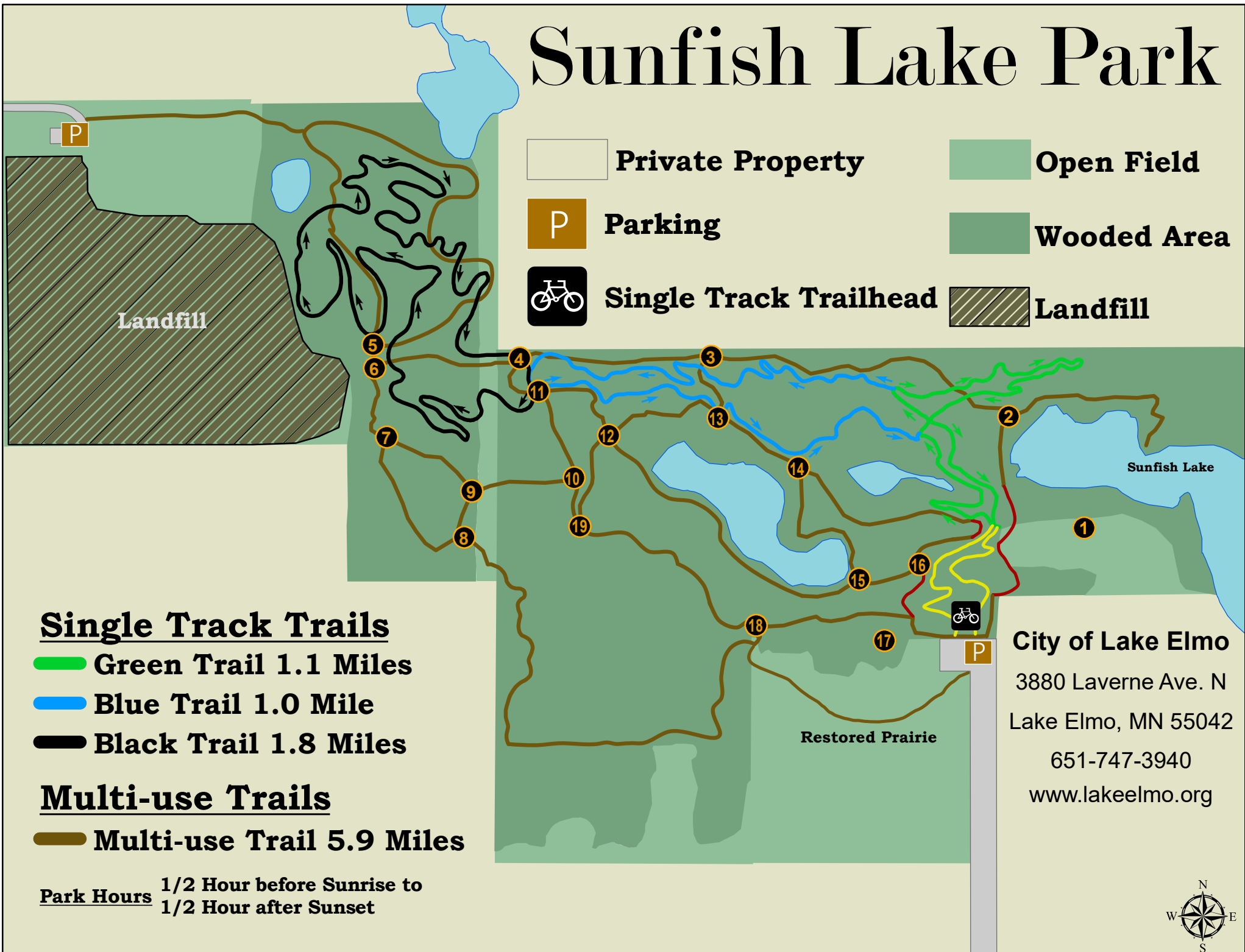
Should the City not move forward with the trail reconfiguration Staff is likely to suggest placing a barrier on top of the sledding hill to push bikers east on the desired route. Walkers would be able to easily move around the barrier but it would be cumbersome require an intentional action for a biker to do so. Otherwise, if the Commission recommends approval of the reconfiguration Staff will suggest requiring financial sureties from the group for the trails and updates to the signage. With funding being secured and money available to create new maps, Staff believes this is a good opportunity for the City to accept assistance to change the trails.

"Motion to recommend approval of the trail reroute."

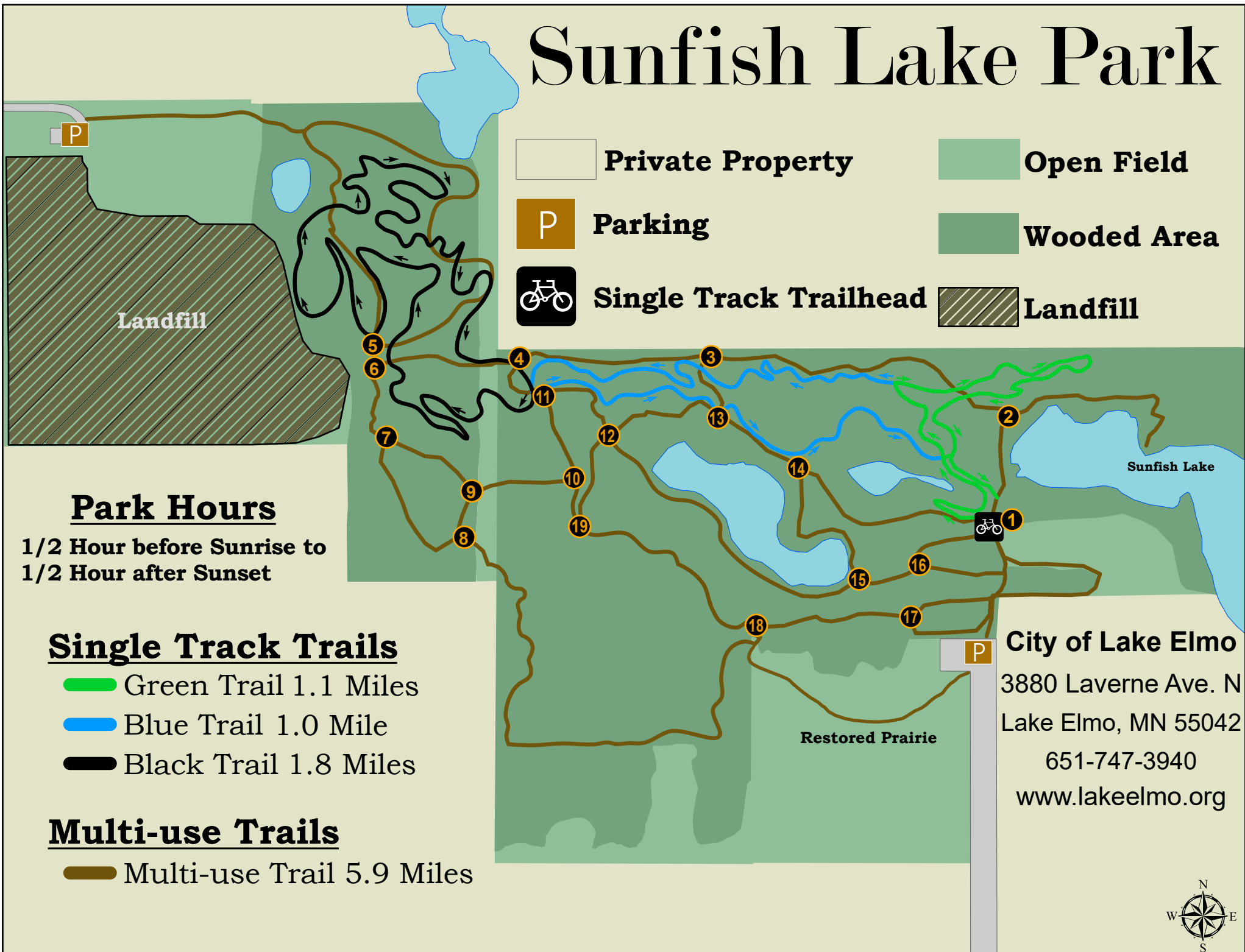
ATTACHMENTS:

- Draft Trail Map.
- Exhibit for Trail Lengths

Sunfish Lake Park



Sunfish Lake Park



Trail Length Calculations

Staff Started the trail review by adding in the proposed layout from the Community group to understand the length of trails that would need to be removed/reduced. With the re-route and new bike trails the length would increase by .61 miles or 3,203 ft. Staff then removed the trails running east/west, as recommended by the community group. This alone was not enough so the trail which loops to the east was then removed to meet the zero net gain requirement.

Existing Trail Lengths	Miles	Feet
Walking Trail	5.9	31,152
Bike Trail	3.8	20,064
Totals	9.7	51,216
Trails Removed		
Removed Walking Trails	.61	3,220
Amended Trails		
Rerouted Walking Trails	.23	1,214
New Bike Trail	.38	1,989
Totals	.61	3,203

Should the Commission attempt to keep the trail that loops to the east and then turns back west; a length within the network will need to be removed elsewhere so the park does not exceed the allowed limit.



STAFF REPORT

DATE: June 21, 2021

AGENDA ITEM: Statewide Health Improvement Partnership (SHIP) Grant Request
SUBMITTED BY: Ben Prchal, City Planner
REVIEWED BY: Marty Powers, Public Works Director
Ken Roberts, Planning Director

BACKGROUND:

Washington County approved the SHIP grant for the City to purchase two bike repair stations. It was confirmed to Staff that one repair station should be placed in Sunfish Lake Park. However, during the time of discussion the Commission did not confirm where the second repair station should go.

ISSUE BEFORE THE PARKS COMMISSION:

Staff is requesting the Parks Commission to identify the second location for the repair station.

PROPOSAL:

For the grant it was initially determined that the second station should be located in the Ivywood Park or Hammes Park due to the volume of home/trail users in the area. However, the Commission had recommended placing it in the downtown area.

FISCAL IMPACT:

The project is funded through the SHIP grant with a partial match from the City.

OPTIONS:

- 1) Recommend approval of the second location.
 - 2) Direct Staff to select the second location.
-

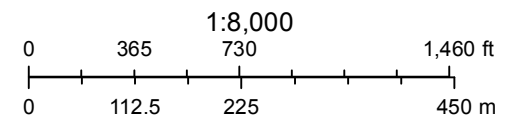
ATTACHMENTS:

- Maps of:
 - Ivywood Park - Hammes Park
 - Downtown

Washington County, MN



May 28, 2021



Washington County, MN



June 16, 2021

