



Staff Report

DATE: 7/5/2022

REGULAR

AGENDA ITEM: Portable Toilet Policy
SUBMITTED BY: Ben Hetzel, City Planner
REVIEWED BY: Marty Powers, Public Works Director

BACKGROUND:

The City of Lake Elmo has a well-established reputation for exceptional parks and recreation intrinsic to the City's landscape. Each of these parks provides distinguishable characteristics and amenities making Lake Elmo a desirable place to live, work, and recreate. As the city continues to grow, there will be an increased concentration of people drawn to city parks with a need to add basic amenities. The City of Lake Elmo remains dedicated to enhancing the park and recreation experience for all visitors.

The Parks Commission has requested staff develop a Parks Portable Toilet Policy to act as a decision making tool to determine which parks could receive portable toilets. Creating a portable toilet policy was added to the 2022 Parks Work Plan. The proposed policy is intended to be useful in determining portable toilet placement in existing parks as well planning for future parks.

ISSUE BEFORE THE CITY COUNCIL:

Would the City Council like to approve adopting the Portable Toilet Policy?

DETAILS AND ANALYSIS:

The Parks Commission asked staff to gather data in order to establish the appropriate need for portable toilets. The data was compiled in a spreadsheet and focused on listing all amenities in each park, whether the park already has portable toilet, and distances to the nearest public toilet. (see attached Parks Data Excel Sheet).

The portable toilet at Stonegate Park will be relocated closer to Ivywood Park after the asphalt trail is constructed later this summer. This will allow users at both parks access a toilet within 500 feet.

Staff utilized the data above to create the Park Justification Criteria as shown below. All three criteria shall be met before a park can qualify for the placement of a portable toilet. The amenities listed below were selected for the ability to attract a congregation of park visitors.

- 1) **The park may not already have a restroom.**
- 2) **The park must have at least two of the following amenities:**
 - a. **Shelter**
 - b. **Playground**
 - c. **Athletic Field**
 - d. **Sports Courts**
 - e. **Educational center**
 - f. **Future recreational amenities that result in a congregation of park visitors**

OPTIONS:

1. Approve adopting the Proposed Parks Portable Toilet Policy.
2. Amend and approve the Proposed Parks Portable Toilet Policy.

FISCAL IMPACT:

Portable toilets are funded through the Public Works Operation and Maintenance Budget. The current cost for an ADA toilet per month is \$115.00. The current cost for a regular portable toilet is \$75.00 per month. Changes to the budget must be planned for in advance.

RECOMMENDATION:

The Parks Commission recommends the following motion:

“Move to approve adopting the Parks Portable Toilet Policy as presented.”

ATTACHMENTS:

1. Parks Portable Toilet Policy
2. Parks Data Excel Sheet



Parks Portable Toilet Policy

Purpose

The City of Lake Elmo has a well-established reputation for exceptional parks and recreation intrinsic to the City's landscape. Each of these parks provides distinguishable characteristics and amenities making Lake Elmo a desirable place to live, work, and recreate. As the city continues to grow, there will be an increased concentration of people drawn to city parks with a need to add basic amenities. The City of Lake Elmo remains dedicated to enhancing the park and recreation experience for all visitors. This policy is intended as a guiding tool for existing parks and the planning of future parks when determining the need for a portable toilet.

Park Policy for Existing Parks

A request involving an existing park must be in the form of a written statement and must address the items listed below:

- a) What is the nature of the request?
- b) What park?
- c) What is the justification for a portable toilet at this park? Justification must address the Park Justification Criteria outlined below.
- d) Will the lack of a portable toilet hinder you from visiting this park in the future?

Park Justification Criteria

Existing and future parks shall meet all three criteria below in order to be eligible for a portable toilet.

- 1) The park may not already have a restroom.
- 2) The park must have at least two of the following amenities:
 - a. Shelter
 - b. Playground
 - c. Athletic Field
 - d. Sports Courts
 - e. Educational center
 - f. Future recreational amenities that result in a congregation of park visitors

