



*Our Mission is to Provide Quality Public Services in a Fiscally Responsible Manner in Partnership with our Community.*

## **NOTICE OF MEETING**

**City of Lake Elmo Parks Commission  
3880 Laverne Avenue North  
June 17, 2024  
6:30 p.m.**

### **AGENDA**

1. Call to Order
2. Pledge of Allegiance
3. Approve Agenda
4. Approve Minutes
  - a) May 20<sup>th</sup>, 2024
5. Public Comment
6. Sand Volleyball Courts
7. Lions Multi-use Court
8. Communications
9. 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**  
**May 20, 2024**

**Members Present:** Commissioners Kastler, Elam, Hoelscher, Esch, Bloyer, Barrett, and Sturtz

**Absent:** none

**Staff Present:** Assistant Public Works Director Swanepoel

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

**Approval of Agenda**

**Barrett motioned to approve the agenda, Hoelscher provided a second; no discussion. Motion approved 7-0.**

**Approval of Minutes**

**Elam motioned to approve the April 15, 2024 Parks Commission Minutes, Hoelscher provided a second; no discussion. Motion passed 6-0-1, Kastler abstained.**

**Public Comments**

Diane Polasik at 14400 N 94<sup>th</sup> Street in Stillwater and Mark Wetzel at 4880 39<sup>th</sup> Ave. S. in Minneapolis, provided comments regarding the benefits of community centers and proposing the potential development of one in the area. They also promoted the benefits of the Cimarron Community Garden for interested residents.

**Parks Master Plan**

Anna, Boulton and Menk representative, provided background information and presented the Master Plan. The Commission had questions, provided comments and proposed edits.

**Barrett moved to recommend the Parks Master Plan draft to the City Council for approval, Hoelscher provided a second; discussion. Motion passed unanimously 7-0.**

**Lions Park Ice Rink**

Assistant Public Works Director Swanepoel presented the current conditions of the court and options for repair. Commission questioned rink materials and possible use in other park locations.

**Hoelscher motioned to table the ice rink for two meetings and directed staff to bring back other options, in addition to the two listed, including the use of maintaining the multipurpose with the liner and with the possibility of including the pleasure rink or putting these in other locations, Bloyer provided a second; discussion. Motion passed unanimously 7-0.**

**Capital Improvement Plan (CIP)**

Assistant Public Works Director Swanepoel presented. The Commission had questions, provided comments and suggested edits.

**Hoelscher motioned to approve the 2025-2034 Capital Improvement Plan with the addition of the multiuse park for \$100,000 in 2026, the baseball multi-sport facility in 2029, and new pavilions to be named later in 2026, 2027, 2028, 2029, and 2030; Barrett proved a second. Discussion. Esch friendly amended the motion to add a line item for Invasive Species Management for \$25,000 in 2026, Hoelscher provided a second; amendment passed 6-0-1, Bloyer abstain. Discussion. Motion passed 6-0-1, Bloyer abstained.**

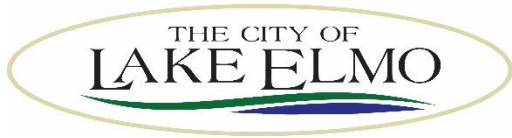
**Communications**

- a) Pickleball court update.
- b) Dog park grand opening invite.

- c) Tablyn Park parking lot update.
- d) Barrett inquired about lighting, the fence gap, nets, and parking at Pebble Park.
- e) Bloyer resignation in August.

**Kastler adjourned the meeting at 9:06 PM**

Respectfully Submitted  
Rebecca McGuire, Deputy Clerk



## STAFF REPORT

DATE: 06/17/2024

### **Motion**

**TO:** Parks Commission  
**AGENDA ITEM:** Sand Volleyball Courts  
**FROM:** Adam Swanepoel, Assistant Public Works Director  
**REVIEWED BY:** Marty Powers, Public Works Director

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### **BACKGROUND:**

As part of a solution to the lack of sand volleyball courts in 2021, the parks commission added additional sand courts to the 2024 CIP. With Lions Park being the only park in the system with sand courts, the courts are used often and reserved throughout the summer months.

### **ISSUE BEFORE THE COMMISSION:**

Would the parks commission like to recommend to council new sand volleyball courts be added to the park system?

### **PROPOSAL DETAILS/ANALYSIS:**

Staff has reviewed the areas available in city parks which would be suitable of having sand volleyball courts. Some of the site conditions considered were open space up to 80 feet x 80 feet, flat area, minimal leafed trees, and parking. These conditions were considered in order to provide options for two courts, reduce vegetation growth within the courts and having parking access for its users.

Construction of the courts would be completed by public works staff. Current soil from the potential area would be removed up to 20" deep. That material depending on location would remain on site or be moved offsite. Staff would install drain tile to eliminate water from sitting inside the play area. Staff would then backfill the area with course mason sand which would be purchased from a local vendor. Nets and poles would be purchased and installed by staff for the completion of the project. Any fencing would be contracted out and installed by a vendor.

Available sites for sand volleyball include:

Option 1: Pilot Park – capable of 1 or 2 courts on the North – East corner of the park. Staff would suggest to include a fence on two sides of the court to prevent the game ball from leaving the park and onto the street.

Option 2: Ivywood Park – capable of 1-2 courts which would sit east of current pavilion. With this location staff would suggest a fence on the south side of the courts to prevent the game ball from entering the street.

Option 3: Carriage Station – capable of 1 court in-between the current basketball court and pavilion.

Court size is correlated with the type of park. Pilot and Carriage Station are determined neighborhood parks while Ivywood is being considered as a community park. Staff would suggest 1 court at a neighborhood park and consider two courts at a community park

Cost analysis of the project would consists of:

Nets /Poles - \$2000 per court

Sand – 200 cu. yd. per court - \$12,000 per court

Fencing - \$40 per foot - \$3,200 per side/court

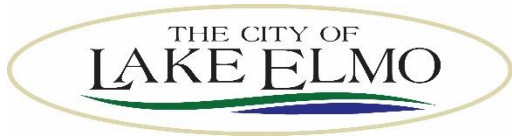
**FISCAL IMPACT:**

The addition of sand volleyball courts has been outlined in the 2024 CIP. As part of the CIP \$30,000 was budgeted for the courts which would come directly from the Parks Dedication Funds.

**RECOMMENDATION:**

Staff recommends the following motion:

Move to recommend to City Council the addition of 1 sand volleyball courts at Pilot Park and 1 sand volleyball court at Carriage Station.



## STAFF REPORT

DATE: 06/17/2024

### **MOTION**

#### **AGENDA ITEM: Lions Park – Multiuse Courts**

**TO:** Parks Commission

**SUBMITTED BY:** Adam Swanepoel, Assistant Public Works Director

**REVIEWED BY:** Marty Powers, Public Works Director

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#### **BACKGROUND:**

At the May 2024 Parks Commission meeting, the discussion of the Lion's Park multi-use courts was tabled to provide additional location options for an ice rink or pleasure rink. Additional ice rinks in the city are not being considered at this time by staff. Current staffing conditions would not support the labor needed to maintain an additional rink within the city. The city is being directed to reduce water usage throughout the year and adding an additional rinks would not show our efforts in water conservation. If the Parks Commission chooses to remove the hockey rink from this location they could still consider a pleasure rink in Lions Park

As part of the March 19, 2018 Parks Commission Meeting a proposal was brought forward and discussed with the recommendation of the Parks Commission to transform the existing tennis court area into a multi-use Pickle Ball and Hockey Rink with boards which encompassed the area. This proposal was approved by City Council and construction was completed in 2019.

In the past two years staff have had an increase in the number of complaints regarding the conditions of the pickle ball courts at Lions Park which included cracking of the surface and peeling of the color coating. In April, 2024 staff removed one of the playing nets from the area due to the surface causing a tripping hazard. Staff noticed under the surface layer of paint was also a deteriorating layer of asphalt. C&H Sport Surfacing provided the city with a review of the courts. It was noted, deterioration of the asphalt will likely continue and resurfacing the courts with paint would not hold up.

Using the area as an ice rink in the winter and pickle ball courts in the summer has created issues with the pickle ball surface and underlying asphalt. The freeze and thawing action of the ice during our winter months causes the current cracks to become larger and more define in a short period of time. In order to hold water in the rink, the center drain is plugged in the winter months. This causes the water to sit on the surface longer and go through the freeze/thaw cycle for an extended period of time. Staff suggests using the area for only one sport to minimize court damage.

#### **ISSUE BEFORE THE COMMISSION:**

What would the parks commission recommend to do with the multi-use area?

#### **PROPOSAL DETAILS/ANALYSIS:**

The pickle ball courts at Lions Park were heavily used since their install in 2019 and the sport has seen a large increase in the amount of players. The city currently has one pair of pickle ball courts in Ivywood Park and 10 additional courts in Pebble and Tablyn Park for the public use at no cost. A private indoor court is currently also available for the public near the intersection of Lake Elmo Ave and Hudson Blvd. Benefits of keeping pickle ball in Lions Park is the ability to have lighting in early summer and fall and its proximity to the downtown area. Pickle ball courts have minimal maintenance for staff. Set up and removal of the nets in the spring and fall along with weekly garbage pickup. Courts should be resurfaced every 5-7 years, cost to resurface the area could cost \$10,000-\$14,000 .

Currently Lions Park is the only city owed ice rink within our parks system. In the past staff has flooded an additional areas near the hockey rink to make for an additional pleasure rink. Benefits of keeping the Lion's Park rink is the lighted area and Dasher Boards for the use of hockey. Keeping the area as an ice rink has more associated maintenance cost. Flooding of the rink takes up to several days of staff time in the early mornings to establish good ice and then routine flooding a few times a week to maintain a smooth top layer of ice for skating. Each year staff can use 10,000 gal of water to fill the rink for its first use. Snow removal from the rink is normally completed 1-2 days after a snowfall and depends on staff availability, weekends/ holidays, the season temperatures and snow fall totals. Public Works currently does not have an overtime budget for park related tasks.

In the past a pleasure rink has been created in addition to the hockey rink at the Lion's Park location. Staff has not seen a demand for the pleasure rink and with unexpected winter conditions elected not to continue flooding the area. Staff could consider bringing back the pleasure rink in at Lions Park location if the demand for additional rink was warranted.

### **FISCAL IMPACT:**

Costs of utilizing the court for one sport may vary over time. Commissioners should consider future funding to resurface the area as soon as 2025 if the intent is to keep it for pickle ball use. If the intention is to keep the area hockey, Public Works would be making changes in 2025, which would include PW labor and equipment, disposal of the existing asphalt, eliminating the center drain, the use of our existing millings stock pile and some additional class 5 lime rock on the surface to lessen the dark color that the sun would use to melt ice. Estimated cost for this would not exceed \$5000 and would be funded from Public Works Operating Expenses. Keeping the area for pickle ball only or for both pickle ball and hockey, could cost up to \$75,000 the first year and an additional \$10,000 - \$14,000 every 7 years. Due to the challenges the center drain creates with warmer air rising (melting the ice) staff recommends removing the drain and re-grading the court so it sheds off the court to the outer perimeter.

### **OPTIONS:**

Option 1: Utilizing the area as an Ice Rink Only.

Making use of the area as an ice rink only will eliminate the cost of repaving the area and then resurfacing the area every 5-7 years. Staff would cap the center drain, remove the asphalt and fill the area flat with aggregate material. This will provide a flat area to make ice and eliminate the soft spot which is created by the drain.

Option 2: Resurface for Pickle ball only

Utilizing the area for pickle ball only will reduce staff ice making and snow removal time along with reducing water use. Staff would eliminate the drain, raise the center with millings and contract a firm to, repave the courts followed by resurfacing and painting the area for pickle ball.

Option 3: Reconstruct the surface for both Hockey and Pickle ball

PW staff would eliminate the drain, raise the center with millings and contract a firm to repave the area followed by resurfacing and painting the courts for pickle ball. PW would also purchase a liner to minimize any future water and ice from penetrating into the asphalt due to flooding for ice, which causes the premature cracking and surface failure.

**RECOMMENDATION:**

***“Recommend to City Council Option “\_\_\_\_” for the multiuse area at Lions Park.***