

**PARKS ADVISORY COMMITTEE
MEETING MINUTES
OCTOBER 11, 2011**

1. CALL TO ORDER

Chair Nau opened the meeting at 6:02 p.m. Committee Members present: Katrine Nau, Janae Stern, Eugene Earney, Denise McDowall Seyko, Planning Commission Liaison Scott Marotz and City Council Liaison Mike Wallen. Also Present: Public Works Director Michael Goebel, Senior Planner Katie Larsen, Dave Owen from Xccent Park and Recreation and Mike Schneider of Homestead Multi-Family Development Corporation. Those Absent: Committee Member Renee Rossman

2. APPROVAL OF MINUTES

Committee Member Stern motioned to accept the September 12, 2011 Meeting Minutes. Seconded by Committee Member Earney, unanimous ayes, motion carried.

A motion was made by Planning Commission Liaison Marotz to change the order of business, moving 6. New Business in front of 3. Old Business. Seconded by Committee Member Stern, unanimous ayes, motion carried.

6. NEW BUSINESS

6A. NORTHERN STAR APARTMENTS CONCEPT PLAN

Senior Planner Larsen introduced Mike Schneider of Homestead Multi-Family Development Corporation. Senior Planner Larsen and Mr. Schneider reviewed the planning report of the Northern Star Apartments Concept Plan. The proposed development will be a 72 unit apartment complex consisting of two 36 unit, 3 story apartment buildings, conjoined by a single story community center. The development is proposed to be constructed in 2 phases on approximately 5.6 acres. The project location is the southeast corner of Forest Road and Station Street in the TOD area near the Big Lake Station. The parcel will need to be rezoned to TOD as part of the Midway Zone. This is the City's first proposed TOD development. Its design and location will be the keystone for future development. Senior Planner Larsen reviewed the City Staff comments on both Concept Plan A & B. Site Plans and pictures were reviewed. The park dedication fees for this complex would be approximately \$180,000.00 in cash with 10% of land dedication. There is a future tot lot that is proposed in this development. Senior Planner Larsen discussed the strip of park land, (50 feet, 60 feet, or 70 feet wide) in the development as possibly being a pedestrian corridor with sidewalks on one or both sides, benches and trees, being a linear park. The primary function of the park would be a walkway. The park development cost was discussed and the possibility of having the developer make the improvements, the costs then would be deducted from the park dedication fees. Maintenance of the park area was discussed and the possibility of including maintenance in the development agreement for a period of time. Public Works Director Goebel noted that the design, specs and inspections of the park improvements

would be done by the Public Works Department. Public Works Director Goebel also noted that the City does not have a large park on the south side of Highway 10 and would like to see the cost kept at a minimal for the linear park. The Park Committee discussed planting trees with a well maintained turf, to have the path wide enough so people can walk, or bike or roller blade next to each other in the park and to keep the rest of the cash in the reserves for the future. It was discussed on having the linear park approximately 25 feet wide, with a 10 foot wide trail, with 7 ½ feet on either side. As needs arise in the future with benches and trash receptacle they can be added.

6B. 2011 DEVELOPMENT COSTS STUDY

Senior Planner Larsen presented a Development Costs Study created by the City of Ramsey aimed to understand how different cities evaluate the costs of new development. The survey depicts a city-to-city cost comparison of 11 communities in the region based on 4 different scenarios of development; Single Family, Townhome, Multifamily/Apartment and Industrial. Costs include applicable trunk fee, park dedications, traffic signs and street lighting, landscape requirements and building permit fees. Senior Planner Larsen reviewed the Park Dedication fees study with the Committee. Compared to 11 surrounding communities, Big Lake's Park Dedication Fees rank 3rd highest based on 120 Unit Single Family Residential Development. In addition to Park Dedication fees, some cities charge a separate Trail Fee that is not included in their park dedication dues. The City of Big Lake does not collect a separate Trail Fee. The City of Big Lake does not charge park fees for industrial development whereas 8 out of the 11 surrounding communities do. Discussion followed.

3. OLD BUSINESS

3A. DISCUSS OUTDOOR EXERCISE EQUIPMENT

Mr. Dave Owen from Xccent Park and Recreation presented a quote for fitness equipment for Lakeside Park. Xccent Park and Recreation is located in Wyoming, Minnesota and manufactures their equipment in Minnesota. Various fitness equipment pieces were presented with their features. Xccent will deliver at no charge and all equipment arrives from the factory fully assembled. The quote presented include 4 pieces; tru elliptical, air stride, arm press, leg press and an information sign for \$6,738.47 not including installation. Discussion followed. Committee Member McDowall Seyko made a motion to recommend to City Council to purchase four pieces of outdoor exercise equipment from Xccent Park and Recreation at a cost of \$6,738.47. There are a few different options for installation with one being the Public Works Department installing the equipment if time allows. If not, the Park Board recommends Xccent Park and Recreation install the equipment at a cost not to exceed \$4,314.78. Seconded by Committee Member Earney, unanimous ayes, motion carried.

3B.DISCUSS MCDOWALL TREE PLANTING PLAN AND FUTURE IMPROVEMENTS

Public Works Director Goebel met with Gina Hugo from Sherburne Soil Water Conservation District regarding acorn planting in McDowall Park and also discussed future tree planting of native hardwood trees in the grassy opening of River Oaks Park and a mixture of pine trees on a small upland island that is sandwiched between river bottom and forested wetland. The Sherburne Soil Water Conservation District will coordinate with Elk River Cub Scouts Troops to plant River Oaks Park. The date is set

for April 28, 2012 with a rain day set for May 5, 2012. There is a .2 acre area by the County Road that will also be planted with trees. This project is part of the Tree Grant.

4. OTHER BUSINESS

Public Works Director Goebel spoke to the realtor handling the sale of Shady River Campground. There is a strip of land which is 2.6 acres with a value of \$18,800.00 that the Parks Committee will look into before it goes into foreclosure. Discussion followed.

Public Works Director Goebel informed the Committee that Dan Loegering will be meeting with him tomorrow to discuss the airport land for a possible future park and any Parks Committee Members are welcome to meet with them.

5. STAFF UPDATE – None

7. ADJOURN

Committee Member Earney motioned to adjourn at 7:55 p.m. Seconded by Planning Commission Liaison Marotz, unanimous ayes, motion carried.