



**City of East Bethel
Park Commission Agenda**

7:00 PM

Date: March 12, 2014

Location: City Hall

Meeting Room: Council Chambers

Item

- 7:00 PM 1.0 Call to Order
- 7:01 PM 2.0 Adopt Agenda
- 7:02 PM 3.0 Oath of Office
- 7:03 PM 4.0 Approve – February 12, 2014 Minutes
- 7:05 PM 5.0 Park Financial Information
- 7:10 PM 6.0 Booster Park Cell Tower
- 7:20 PM 7.0 Outdoor Ice Rink
- 7:30 PM 8.0 Parks Capital Improvement Planning
- 7:50 PM 9.0 Council Report and Other Business
- 8:00 PM 10.0 Adjourn



Oath of Office

City of East Bethel
East Bethel, Minnesota

Please raise your right hand and read aloud:

I, _____, do solemnly swear or affirm that I will support the
Constitution of the United States of America and the State of Minnesota,
and faithfully discharge the duties as a member of the City of East
Bethel Park Commission in the County of Anoka and the State of
Minnesota to the best of my ability. So help me God.

EAST BETHEL PARK COMMISSION MEETING

February 12, 2014

The East Bethel Parks Commission met on February 12, 2014 at 7:05 P.M at the East Bethel City Hall for their regular monthly meeting.

MEMBERS PRESENT: Bill Zimmermann Stacy Voelker Kenneth Langmade Sue Jefferson

MEMBERS EXCUSED: Denise Lachinski Tim Hoffman Bonnie Harvey

ALSO PRESENT: Nate Ayshford, Public Works Manager
Heidi Moegerle, City Council

Oath of Office I, Sue Jefferson, do solemnly swear or affirm that I will support the Constitution of the United States of America and the State of Minnesota, and faithfully discharge the duties as a member of the City of East Bethel Park Commission in the County of Anoka and the State of Minnesota, to the best of my ability. So help me God.

Election of Chairperson and Co-Chairperson Ayshford said Lachinski made him promise that we wouldn't nominate her for anything. Moegerle said there isn't any harm in him continuing for one meeting.

Zimmermann nominated Langmade as Chair. Voelker seconded the nomination; all in favor, motion carries unanimously.

Langmade nominated Stacey Voelker as Co-Chair. Jefferson seconded the nomination; all in favor, motion carries unanimously.

Adopt Agenda **Jefferson motioned to adopt the agenda as submitted. Zimmermann seconded; all in favor, motion carries unanimously.**

Approve – January 15, 2014 Meeting Minutes **Zimmermann made a motion to approve the January 15, 2014 minutes as presented. Voelker seconded; all in favor, motion carries unanimously.**

Parks Financial Information & Parks Capital Funds Summary Not much to report at this point. The one item that jumps out is overtime and that is due to snowplowing. Nothing has come out of the budget and the same thing with the capital budget.

Discussion of
Snowmobile
Trails with
Snowmobile
Clubs

Over the past few Park Commission meetings, the commission has been discussing and developing a trail map for the City of East Bethel. The map includes all existing City owned and maintained trails and state snowmobile trails. The purpose of the discussion is to formulate a master plan for trail development and improve recreation activities within the city.

One item they have been discussing are the snowmobile trails in the area and helping to make East Bethel a destination for snowmobilers from the Twin Cities to use as a trailhead to ride on the trails that expand outward from this area. Representatives from the local snowmobiling groups have been invited to attend the Park Commission meeting to have an open discussion on what improvements could be made and how the City can help.

Another thing we also discussed was ATV trails.

Two representatives are here tonight to represent some of the clubs: Kiwi Snowmobile Club – Mike Parker and Snow Ghosts – Zachary Scott.

Ayshford said we have got your snowmobile trails on the map here, Viking Boulevard and Hwy 65 trail. The map also shows the other trails within the City including walking and biking trails. We have some trails that are not part of the road system and are part of the parks.

What do you see for need of improvements in East Bethel when it comes to snowmobiling opportunities?

Scott said snowmobiling is paid from grant-in-aid by the State. Clubs can't get more aid because they are cutting back. Our club would be willing to pitch in and get access to some areas. As long as the access is easy. The Snow Ghosts are based out of St. Francis and they groom all the trails from East Bethel to Isanti on Hwy 65 and it runs west from Hwy 65.

Moegerle said on the other map she doesn't see the trail west of Hwy 65 on Viking. Scott said we don't go west on Viking, but we do go west near the Green Barn.

Zimmermann said near Viking and Round Lake Boulevard near Super America. Scott said our trail goes north there and west from there on County Road 9. Zimmermann said would there be any benefit to making other connectors. Scott said we would have to look for access and also look at the road ditch to see if it would work. He could bring it to the club. They had their meeting last night and asked them to find out who would be willing to do the work. Our grant has been cut by 10% this year. Zimmermann said you had mentioned other areas you would be interested in helping out on. Scott said when we add a trail it is to connect something or get to a destination. What are you looking for trail access in the City? We can put trails wherever. What is a destination? Bar, restaurant, gas station. It has to be a connection or it has to go to a certain place.

Langmade said he noticed there is a lot of traffic around Coopers Corner. There is nothing that goes east from there. Scott said no, you have to go north to Isanti or go down to County Road 22. If you have some areas you have interest in, pick them out and then at a future meeting we review it and we could investigate putting in the trail in that area. We could look at the road ditches and viability. If we are going to put more trail in, or land that City owns and go through land. That is what the trail needs in the city areas. We have expanded our trail with a spur that goes down to the river and the City of Anoka and Ramsey, we have a couple of spurs that go into the river and have access to the City of Anoka. The City has opened up a parking area by the downtown area for Anoka. By Green Barn, we had a couple of miles of trail that went through the woods and they are selling their land and now we can't use it. We now have a little bit of country area by Crown. That is the only land that is non-road trails.

Moegerle asked if the City gave a resolution or could the City council or the park commission help. Scott doesn't see them expanding the grant in aid monies.

Parker said 100% rely on the grant in aid for our trails. The DNR will look at the plan and see what it will do. They won't spend money on dead end trails.

Moegerle asked if they have a special point of contact with the DNR. Both of the representatives said yes. Parker said you have to go to them and it is like petitioning for more trails. Moegerle asked if the DNR liaison would come to the next meeting if it would be helpful. Parker said it can't hurt, the only thing they can say is no. They can say they aren't interested at this time. There is your shot. Ayshford said we hopefully have plans of commercial destination on Hwy 65 at County Road 22. Scott sees County Road 22 as a good destination point.

Snow Ghosts have 70 miles of grant in aid trail routes and another 40 miles of non-grant in aid trail routes. Going up County Road 9 is not a grant in aid trail. Since we can't go through St. Francis. People can run up to the gas station and then they can get back on trail. It is a route. We have a few sections called routes, we brush and sign them. It connects areas. Ayshford asked if you have an agreement with the County. Scott said we have approval to work in any ditch in the County. The only problem with putting in a route is we can put them in, but we don't groom them. You can look for spots for trails and determine anytime of the year if they are good spots for routes. There might be dicey spots, but any road can be that way. Zimmermann said there is nothing from East Bethel going west, until you get up north of Coopers Corners. He knows it takes Oak Grove too, and it opens up access to Anoka.

Scott said they could scout out some areas. If we could get a mile through land, it makes it that much more desirable. There is so much ditch riding around here.

Ayshford asked do you see this as a destination to go north. Parker said you look at our trails, you see a lot of sleds that come out of Wyoming and Forest Lake and come this area. One of our big trails comes down and goes to Coon Lake. That is one of our heaviest parts of our trail. It is off the road and through the woods. Linwood is planning that as an ATV trail as well. 205th is designated as an ATV trail. It is 4 ½ miles long. The difficulty we have is getting out of the road ditches. People want a nice smooth ride. We have a trail around Linwood Lake and around Island Lake. If you can give them a place to ride that is a nice ride. If you make a nice ride and get it off the roads and into the backcountry that is

what they want to ride. Ayshford said around Linwood and Martin is county parks. We have a small spur that cuts across a tree farm. It is a beautiful ride through that area. Carlos Avery the DNR is fond of us there. But 205th is a Linwood City Street and they have provided for the rights for the trail on the road. As close as we are here to the cities, it is perfect. Instead of having to run up to or Duluth, if we could find some way to get off the roads and go in the Country. Jefferson asked where is the land where you want us to get us access. Scott said that getting the farmers to let us run through in the wintertime. We get complaints all the time and go off the road and they yell and scream. We need to find the land and work with the farmers. That is the big part. To get the people to agree with you. He is also the president of the Drift Skippers in Isle. Moegerle said she hears complaints from landowners about tearing up the land. Scott said once you have 8 – 10 inches the land is protected. Once the snow starts melting you need to close off the trails.

Moegerle asked about 221st? You have to look at the bank on the ditch and the climb. We want to keep them as far away from the road as possible. We need to look at the condition of the ditches. Moegerle said we have Wild Rice and Durant that go north and south. Langmade said what about 229th to Fish Lake. How much City property do we own by the Fish Lake? Ayshford said that is all owned by the U of M.

Parker said for this place to be a destination give them a nice scenic ride, you would draw people to come in here. It would be people coming up here for a one-hour drive.

Scott said another idea would be a spot for them to drop off their sleds and park. If you plowed out where the ball fields are, and they can drop their sleds and go. A lot of this is to get together with the landowners. A letter from the Council to the DNR couldn't hurt. If you said we want both of these clubs to add a total of 20 miles of trails. Parker said if the economy gets better our grant in aid money should increase. The one run is over \$200 in fuel. Moegerle said what is the next process? How do we work with the DNR? Process is so important with this. Zimmermann said there is benefit to the City. What can the City do with the grant in aid money? Does this come from the City or the club? Scott said he could call the DNR and see if they are interested. He can then come back in a month and let us know what they hear. He would send out a feeler.

Scott said we didn't come down to solicit to put trails in the City. We were asked to come here and discuss trails in your City and ways to improve snowmobiling and increase visitors. Would we be willing to expand this if we could? We have four groomers that do those trails. Putting more trails in is our time, and we are not paid to do this. If you want to put more trails in here, we can do that. We can bring it to the club. It is a large responsibility. We groom at 6 miles per hour. We are spending some time. Moegerle said where are the fun routes and destination routes. That is her question. If she heard some of that back, it would help. Parker said we do trails; we don't like to put sleds up on creeks and back up on roads. We don't like marshy areas. Scott said it is going to be a joint effort. If there were some areas, we would need to look at it. You guys will have to put in some legwork. This is what has been proposed to us, and see what we come up with. You can say we found some landowners that will allow us to cross over the land. Sometimes when a City calls the landowner it comes across a lot better. We are trying to bring more business into our City. Scott said we would sure do a trail but it will take a lot of work. Moegerle said tomorrow night there will be a meeting about a new development on County Road 22 and how can we work best with you to make that area attractive to you. Scott said it needs to be a nice wide ditch. Parker said when they did the area on County Road 22

and Hwy 65 it made it harder to put in a trail.

Moegerle said should we invite them back to the next meeting. Both gentlemen said they could come back to the next meeting. Scott said if they got the go ahead from the DNR they would start working on it next fall. But they won't get the funding until the next fall (2015).

Moegerle said another road she might be interested in seeing about is Sims Road. Scott said Sims road is pretty tight and the ditch isn't good there.

There are a lot of people want to get off the road and off the ditches. They stay a lot nicer when they are not very close to the road, due to the salt and sand. Once you get out of the ditch, it gets safer for the families.

Scott said the County has been pretty accepting and more willing to work with us. We have a land spur just south of County Road 9 and County Road 22. The first of February we had the Mayor's ride. Six mayors were involved. Our club has bonfire and treats. We had a bunch of people come up. Maybe it is something the Mayor of East Bethel would come to. Langmade said he wishes that Hoffman had been here tonight.

Anoka County Master Trail Plan

The Anoka County Parks Department is in the early process of updating its Master Trail Plan. The stakeholders have been asked to review and provide comment on the initial design and will be provided more information as it becomes available.

The East Anoka County Regional Trail would run along Lexington Ave in the SE corner of the city. It would reenter East Bethel in the NE corner and run along Fish Lake in the Cedar Creek Ecosystem Scientific Preserve.

Once Anoka County develops the Master Plan, funding from the State Legacy Funds would become available to help construct the trails. The funds are applied for and distributed through the Anoka County Parks Department.

They didn't have any details for us, but they will continue to update us. Moegerle said could you go over that process. She thought it was going to be collaborative. Ayshford said they are going to provide us more information. The connection that was added is a spur connecting up Fish Lake. This is a piece we had talked about before as a connection point in the City. At some point if we could get another connection in this area and loop it.

We did look at per footage costs for putting in paved off road trails. It would be \$20 per foot for a paved off road trail, and doesn't include right of way. They did get as high as \$40 per foot in areas that had sewer and water utilities to deal with. He thinks ¼ mile of trail along a road would be \$35,000 with a contractor doing all the work. Previous trails we looked at having the public works staff do some of the work. Jefferson said if you are up at Fish Lake, you are not too far from 35. You are close to the trail in Wyoming. Ayshford said yes, that is correct. Once we get more information we will bring information to the Park Commission. They want to redo the chunk on Lexington. Moegerle said they are still seven years behind. It will be seven years until they start something new. Ayshford said because of their capital planning. Jefferson wanted to know if they would be doing 4 lanes on Lexington. Ayshford said they would be doing

four lanes all the way to Crosstown at some point according to their capital plan. Jefferson wanted to know if they would put snowmobile trails along Lexington.

Tree City
USA

To qualify as a Tree City USA community, a town or city must meet four standards established by the Arbor Day Foundation and the National Association of State Foresters. These standards were established to ensure that every qualifying community would have a viable tree management plan and program.

1. A Tree Board or Department
2. A Tree Care Ordinance
3. A Community Forestry Program With an Annual Budget of at Least \$2 Per Capita
4. An Arbor Day Observance and Proclamation

The hard part of this is number 3 and we will have no problem in reaching that with what we already have in place. What we do in a year, we are probably closer to \$4 per capita. We probably want to decide if we are going to forward, we can't apply until the end of this year. To do so we need to have an Arbor Day celebration. We need to designate a date and then we can have the Cub Scout pack come out and plant the tree. Most cities do it with their spring clean up day.

Langmade motioned Celebrate Arbor Day along with spring clean up day, April 26. Seconded by Voelker; all in favor, motion carries unanimously.

Council
Report &
Other
Reports

Moegerle said the most important for the take away is the development along County Road 22. Viking Preserve is going to be in front of us for a special meeting. The Army Corp wasn't happy with the development. They had fifty homes and now it will be reduced. The Army Corp is taking a much more stringent approach. They want Viking Preserve to do a 180-day process. Now we will be discussing the process tomorrow night. Jefferson said why did they say they have to cut it in half. Moegerle said because of the run off. Basically they want to get away from water running off your land and for it to be filtered on your own land. She is sure we will hear more about that tomorrow night.

She wants to compliment the Commission about talking about East Bethel as a destination. She said what you heard from the gentleman is we can be a destination. It is a good way to start looking at things.

Jefferson asked if you have any more information on the water and how the people in Minneapolis. Moegerle said she didn't have any information. She talked to some people. They are still looking at this. When we had the legislators here, they are following it closely. Minneapolis hasn't done anything on it. The Mayor of Spring Lake Park is very concerned about this. Anoka County is on it. It is winter doldrums and she is sure this spring it will pick up again. The ball is in Minneapolis's court. We are at a stand off at this point.

Lachinski said they are working on a Booster Day fundraiser. They will do a beach party theme with activities for families and kids. Moegerle said is a new event. Ayshford said yes. They are looking at March 22nd. They would have volleyball nets from Ham Lake Lanes, and food and beverages. Langmade said they asked if they had climbing walls. Ayshford said the National Guard has a portable climbing wall.

Adjourn **Voelker motioned to adjourn the February 12, 2014 meeting at 8:15 p.m. Jefferson seconded; all in favor, motion carries unanimously.**

Respectfully submitted by:

Jill Anderson
Recording Secretary

City of East Bethel
Revenue / Expense Statement
Fiscal Year 2014
1/1/14 to 2/28/14

Account Description	Actual - 2/28/14	FY 2014 Budget	YTD as a % of Budget
Public Works - Park Maintenance			
E 101-43201-101 Full-Time Employees Regular	26,164.74	197,900.00	13%
E 101-43201-102 Full-Time Employees Overtime	531.01	1,000.00	53%
E 101-43201-103 Part-Time Employees	-	5,900.00	0%
E 101-43201-105 Employee On Call/Standby Pay	-	3,100.00	0%
E 101-43201-107 Commissions and Boards	-	1,700.00	0%
E 101-43201-122 PERA-Coordinated Plan	1,933.68	14,300.00	14%
E 101-43201-125 FICA/Medicare	2,642.61	19,700.00	13%
E 101-43201-126 Deferred Compensation	800.18	5,900.00	14%
E 101-43201-131 Cafeteria Contribution	8,203.86	44,000.00	19%
E 101-43201-151 Worker s Comp Insurance Prem	8,506.12	8,450.00	101%
E 101-43201-201 Office Supplies	-	100.00	0%
E 101-43201-211 Cleaning Supplies	-	500.00	0%
E 101-43201-212 Motor Fuels	2,633.02	16,000.00	16%
E 101-43201-213 Lubricants and Additives	-	500.00	0%
E 101-43201-214 Clothing & Personal Equipment	131.22	3,000.00	4%
E 101-43201-215 Shop Supplies	-	400.00	0%
E 101-43201-216 Chemicals and Chem Products	-	3,000.00	0%
E 101-43201-217 Safety Supplies	-	700.00	0%
E 101-43201-218 Welding Supplies	-	100.00	0%
E 101-43201-219 General Operating Supplies	815.19	2,200.00	37%
E 101-43201-221 Motor Vehicles Parts	217.00	2,100.00	10%
E 101-43201-222 Tires	-	1,000.00	0%
E 101-43201-223 Bldg/Facility Repair Supplies	-	2,500.00	0%
E 101-43201-225 Park/Landscaping Materials	-	7,000.00	0%
E 101-43201-226 Sign/Striping Repair Materials	-	1,500.00	0%
E 101-43201-229 Equipment Parts	21.78	2,000.00	1%
E 101-43201-231 Small Tools and Minor Equip	60.07	2,000.00	3%
E 101-43201-306 Personnel/Labor Relations	-	300.00	0%
E 101-43201-307 Professional Services Fees	-	600.00	0%
E 101-43201-321 Telephone	197.37	2,500.00	8%
E 101-43201-341 Personnel Advertising	-	200.00	0%
E 101-43201-342 Legal Notices	-	100.00	0%
E 101-43201-381 Electric Utilities	-	6,000.00	0%
E 101-43201-384 Sewer Utilities	-	300.00	0%
E 101-43201-385 Refuse Removal	76.59	1,200.00	6%
E 101-43201-387 Heating Fuels/Propane	-	250.00	0%
E 101-43201-401 Motor Vehicle Services (Lic'd)	-	2,200.00	0%
E 101-43201-402 Repairs/Maint Machinery/Equip	-	3,000.00	0%
E 101-43201-403 Bldgs/Facilities Repair/Maint	-	3,000.00	0%
E 101-43201-405 Park & Landscape Services	-	2,200.00	0%
E 101-43201-415 Other Equipment Rentals	52.00	7,000.00	1%
E 101-43201-422 Auto/Misc Licensing Fees/Taxes	338.18	1,200.00	28%
E 101-43201-431 Equipment Replacement Chgs	-	16,700.00	0%
E 101-43201-434 Conferences/Meetings	180.00	400.00	45%
	53,504.62	393,700.00	14%

PARK CAPITAL FUNDS SUMMARY

February 2014

PARK ACQUISITION AND DEVELOPMENT FUND			
Account #	Description	2014 YTD	Remaining Balance
REVENUES:			
R 404-34791	Park Dedication Fees	-	
R 404-36210	Interest Earnings	2.59	
Total Revenues		<u>2.59</u>	
EXPENSES:			
E 404-40400-201	Office Supplies	-	
E 404-40400-223	Bldg/Facility Repair Supplies	-	
E 404-40400-224	Street Maint Materials	-	
E 404-40400-225	Park/Landscaping Materials	-	
E 404-40400-302	Architect/Engineering Fees	-	
E 404-40400-303	Legal Fees	-	
E 404-40400-307	Professional Services Fees	-	
E 404-40400-322	Postage/Delivery	-	
E 404-40400-342	Legal Notices	-	
E 404-40400-351	Printing and Duplicating	-	
E 404-40400-403	Bldg/Facilities Repair/Maint	-	
E 404-40400-405	Park & Landscape Services	-	
E 404-40400-422	Auto/Misc Licensing Fees/Taxes	-	
E 404-40400-530	Improvements Other Than Bldgs	-	
Total Expenses		<u>-</u>	
December 31, 2013 Balance		26,064.37	
Current Balance			26,066.96

PARK CAPITAL FUND			
REVENUES:			
R 407-36210	Interest Earning	3.73	
R 407-36240	Refunds & Reimbursements	-	
R 407-39201	Transfer from General Fund	-	
Total Revenues		<u>3.73</u>	
EXPENSES:			
E 407-40700-223	Bldg/Facility Repair Supplies	-	
E 407-40700-225	Park/Landscaping Materials	-	
E 407-40700-226	Street & Lot Restriping	-	
E 407-40700-403	Bldgs/Facilities Repair/Maint	-	
E 407-40700-405	Park & Landscape Services	-	
Total Expenses		<u>-</u>	
December 31, 2013 Balance		36,929.30	
Current Balance			36,933.03

PARK TRAILS DEVELOPMENT FUND			
REVENUES:			
R 410-36210	Interest Earnings	14.29	
R 410-34791	Park Dedication Fees	-	
R 410-39201	Transfer from General Fund	-	
Total Revenues		<u>14.29</u>	
EXPENSES:			
E 410-41000-224	Street Maint Materials	-	
E 410-41000-225	Park/Landscaping Materials	-	
E 410-41000-226	Sign/Striping Repair Materials	-	
E 410-41000-231	Small Tools and Minor Equip	-	
E 410-41000-302	Architect/Engineering Fees	-	
E 410-41000-303	Legal Fees	-	
E 410-41000-307	Professional Services Fees	-	
E 410-41000-405	Park & Landscape Services	-	
E 410-41000-415	Other Equipment Rentals	-	
E 410-41000-510	Land	-	
E 410-41000-530	Improvements Other Than Bldgs	-	
Total Expenses		<u>-</u>	
December 31, 2013 Balance		144,088.10	
Current Balance			144,102.39



City of East Bethel Park Commission Agenda Information

Date:

March 12, 2014

Agenda Item Number:

Item 6.0

Agenda Item:

Booster Park Cell Tower

Requested Action:

Discuss possible locations for cell tower site in Booster Park

Background Information:

The City of East Bethel has been contacted by Verizon Wireless for possible locations of a new cell phone tower at or near Booster Park that would help improve the wireless phone and data service in the area and along the TH 65 corridor. They have asked the City if there were any suggested sites that would provide enough space and have an available power supply within close proximity.

Staff has researched possible locations around both Booster Parks with enough room for the tower and support structures, available power supply, and areas that would have the least impact on surrounding homes and park visitors. Four of the possible locations are included in attachment 6.1.

The City of East Bethel restricts cell tower construction to publicly owned lands. The City would receive annual compensation from the telecommunications companies for the use land where the towers are located.

Staff is seeking input from the Park Commission on the possible locations.

Attachments:

- 6.1) Possible Project Locations
- 6.2) Zoning Requirements for cell towers

Fiscal Impact: None at this time

Recommendation(s): Discussion item

Park Commission Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____



GeoMoose Map



Parcel Information

PIN: 043323430001

Acres: 43.79642

Owner Name: E BETHEL CITY OF

Address 1: 2241 221ST AVE NE

Address 2: BETHEL, MN 55011-0000

Site Address 1: 22155 PALISADE ST NE

Site Address 2: EAST BETHEL, MN 55011-9790

Zoning: NATURAL AREA

Shoreland: Y



Legal: UNPLATTED CITY OF EAST BETHEL THE SW1/4 OF SE1/4(EX 1 ACRE MORE OR LESS IN SE COR THEREOF WHICH HAS HERETOFORE BEEN EXCLUDED) & THE S 12 RODS OF NW1/4 OF SE1/4 SEC 4-33-23(SUBJ TO RD RT OF WAY) S EC 4-33-23



SECTION 16. TELECOMMUNICATIONS FACILITIES

SECTION 16. TELECOMMUNICATIONS FACILITIES

- [1. Purpose.](#)
- [2. General standards.](#)
- [3. Interim use permit required.](#)
- [4. Minimum application requirements.](#)
- [5. Required conditions.](#)
- [6. Locational preferences.](#)
- [7. Dimensional standards.](#)
- [8. Development contract.](#)
- [9. Accessory and secondary use antennas.](#)
- [10. Satellite dishes.](#)
- [11. Commercial and public radio and television transmitting antennas, and public utility microwave antennas.](#)
- [12. Fees.](#)
- [13. Severability.](#)

1. Purpose.

The purpose of this section is to establish predictable, balanced regulations for the siting and screening of wireless communications equipment in order to accommodate the growth of wireless communicating systems within the City of East Bethel while protecting the public against any adverse impacts on the city's aesthetic resources and the public welfare.

2. General standards.

The following standards shall apply to all personal wireless service, public utility, microwave, radio and television broadcast transmitting, radio and television receiving, satellite dish and short-wave radio transmitting and receiving antenna.

- A. Structural design, mounting, and installation of the antenna shall be in compliance with manufacturer's specifications and shall be verified and approved by a registered professional engineer.
- B. Potential damage to adjacent properties from tower failure, falling ice, high winds, adverse weather, and other safety hazards is avoided through location, size, height, and development standards and setback requirements.
- C. The number of towers needed to serve the city is minimized through the use of existing and approved towers and buildings to accommodate multiple antennas.
- D. The quality of living is preserved in residential areas that are in close proximity to radio, television, and other broadcast facilities.

SECTION 16. TELECOMMUNICATIONS FACILITIES

- E. If a new antenna support structure is to be constructed, it shall be designed so as to accommodate other users including, but not limited to, other personal wireless service communication companies, local police, and fire and ambulance companies.
- F. Telecommunications facilities are placed in suitable locations which minimize effects on residential land uses.
- [G. Reserved.]
- H. Amateur radio support structures (towers) must be installed in accordance with the instructions furnished by the manufacturer of that tower model. Because of the experimental nature of the amateur radio service, antennas mounted on such a tower may be modified or changed at any time so long as the published allowable load on the tower is not exceeded and the structure of the tower remains in accordance with the manufacturer's specifications.

3. Interim use permit required.

An interim use permit (IUP) is required for telecommunications towers as established in [Section 04](#). Applications and Procedures of this ordinance. All applications for telecommunications facilities shall be prepared and processed according to the provisions established in [Section 04](#). Applications and Procedures. Exceptions to the requirement for the IUP include the following:

- A. Emergency or routine repairs, emergency reconstruction, or routine maintenance of previously approved facilities, or replacement of transmitters, antenna, or other components on previously approved facilities, which does not create a significant change in visual impact or an increase in radio frequency emission levels, and provided that such work does not constitute a clear safety hazard.
- B. Household television antenna extending less than ten feet above the highest point of a residential structure.
- C. Satellite receiving antenna less than two meters in diameter and less than 30 feet in height.
- D. Two-way communication transmitters used on a temporary basis by 9-1-1 emergency services, including fire, police, and emergency aid services.
- E. Radio transceivers, normally hand-held or installed in moving vehicles, such as automobiles, watercraft, or aircraft; this includes cellular phones.
- F. An administrative permit issued by the zoning administrator for antenna or antenna support structures erected temporarily for test purposes or emergency communications. Temporary shall mean that the antenna or support structure is removed within 72 hours following the termination of testing or emergency communication needs.

4. Minimum application requirements.

An IUP application shall incorporate requirements found in [Section 04](#). Applications and Procedures. The city may require additional information necessary to complete the permit review including, but not limited to, the following:

- A[1]. Scaled plan drawings of structure and site.
- [A2.]A description of tower height and design, including cross sections and elevations.
- B. Documentation of height above grade for all potential mounting positions for co-located [collocated] antenna, and minimum separation distances.

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- C. Visual impact demonstrations, including mock-ups and or photomontages, to provide a more accurate depiction of the visual impact.
- D. Landscaping plans including any removal of trees or shrubs currently on site.
- E. Screening and finishing plans.
- F. Description of the tower's capacity, including the number and type of antenna that it can accommodate.
- G. A letter of intent regarding co-located [collocated] uses.
- H. Master plan, including coverage areas, for all related facilities within six miles of the city limits.
- I. Facility design proposal alternatives.
- J. Site analysis showing alternative site locations including alternatives involving multiple tower locations of tower heights.
- K. A plan drawing of the projected energy lobe patterns of the site.
- L. A written statement from the City of East Bethel Fire Department stating that the design of the facility, including access roads, are in compliance with applicable fire codes and reasonable fire regulations for access to the site in emergency situations.
- M. Documentation of the steps the applicant will take to avoid interference with established public safety telecommunications.
- N. Security considerations.
- O. Description of anticipated maintenance and monitoring programs.
- P. Tower maintenance plan.

5. Required conditions.

- A. New telecommunications towers shall be capable of supporting at least two additional telecommunications users. Towers in excess of 149 feet in height shall be capable of supporting at least three additional telecommunications users.
- B. When applicable, proposals to erect new antenna shall be accompanied by any required federal, state, or local agency licenses.
- C. Antenna support structures shall be constructed and finished to reduce visual impact. The city shall determine the type of structure and color to be allowed.
- D. Antenna and antenna support structures must be designed to blend into the surrounding environment through use of color, architectural treatments, landscaping, etc. All locations shall provide the maximum amount of screening from off-site views as is feasible. Existing on-site vegetation shall be maintained or replaced.
- E. All metal towers shall be treated with corrosion resistant material.
- F. Structural design, mounting, and installation shall be in compliance with the manufacturer's specifications. Plans shall be approved and certified by a registered professional engineer. A copy of the plans, including engineer's stamp and registration number and a copy of the manufacturer's installation specifications, will be filed with the local building official before construction begins. An as-built construction plan, certified by a registered engineer, shall be filed with the city within 30 days of the date upon which the facility becomes operational.

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- G. Antennae shall not be artificially illuminated except for FAA-required flashing warning lamps positioned on the towers. When appropriate, the approved design may support light fixtures to illuminate ball fields, parking areas, or other similar areas.
- H. No advertising message shall be affixed to the facility.
- I. All base transceiver stations shall be housed in a permanent structure designed to blend in with adjacent buildings and landscape.
- J. The base of any tower shall occupy no more than 300 square feet.
- K. Permanent platforms, crows' nests, or structures, exclusive of antenna, are prohibited.
- L. Antenna support structures shall not be made of wood or any flammable material.
- M. All equipment and construction regulated by this ordinance shall comply with recognized applicable standards or regulations established by the following:
 - 1) American National Standards Institute.
 - 2) Electronic Industries Association.
 - 3) Federal Communications Commission.
 - 4) Institute of Electrical and Electronic Engineers.
 - 5) Minnesota Building Code.
 - 6) National Fire Protection Association.
 - 7) Occupational Safety and Health Administration.
- N. New antenna support structures shall be constructed, at no cost to the city, to provide space for installation of city emergency/fire sirens in such fashion that they will not interfere with any antenna.
- O. Power transmission lines on the lot where the facility is located shall be buried underground.
- P. Telecommunications facilities shall include security fencing approved by the city.
- Q. Abandoned telecommunications facilities shall be removed within 90 days of abandonment. After facilities have been removed, the site shall be restored to its natural condition.
- R. An IUP will not be required for co-located [collocated] uses on a permitted tower; however, such uses will require site plan review and approval.
- S. Telecommunications towers shall be set back from all property lines or roadway easements at a distance equal to the height of the tower. A lesser setback may be considered if it can be demonstrated that the tower is designed to collapse or bend in a structural failure situation resulting in a fall zone less than the actual height of the tower.
- T. A written statement from the City of East Bethel Fire Department stating the design of the facility, including access roads, are in compliance with applicable fire codes and reasonable fire regulations for access to the site in emergency situations.

6. Locational preferences.

The following sites are identified by the city in the following prioritized order as preferential in location of telecommunications towers:

- A. Antennas located upon public lands or structures, i.e., water towers and public facilities.
- B. Co-location [collocation] on existing antenna support structures.

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- C. Within the easement of high power overhead transmission lines (69 KV or greater).
- D. Central business (B-2), highway business (B-3), and light industrial (I) districts within one-fourth mile of Trunk Highway 65.

7. Dimensional standards.

- A. *Height restrictions.* The height of towers and antenna devices shall be determined by measuring the vertical distance from the tower's point of contact with the ground or rooftop to the highest point of the tower, including all antennas or other attachments. When towers are mounted upon other structures, the combined height of the structure at the tower's point of attachment and tower must meet the height restrictions of this section. Maximum heights for towers are as follows:
 - 1) B-2, B-3, I: 120 feet; P/I: 199 feet.
 - 2) In all residential zoning districts, the maximum height of any antenna device or tower, including all antennas and other attachments, shall not exceed 40 feet, except that the height may be increased by a CUP if the applicant can demonstrate that based upon the topography of the site and surrounding area, siting of the antenna, antenna design, surrounding tree cover, and structures and/or through the use of screening, that off-site views of the tower will be minimized.
- B. *Exceptions to height requirements.* The following are exceptions to the maximum height restriction for towers and antenna devices:
 - 1) In accordance with the preemption ruling PRB1 of the Federal Communications Commission, towers supporting amateur radio antennas that comply with all other requirements of this section are exempted from the height limitations up to a total height of 70 feet, provided that such height is technically necessary to receive and broadcast amateur radio signals.
 - 2) Towers and other antenna devices which are attached to a structure and not freestanding may be located in any district under the following conditions:
 - a) The towers and antenna are located upon existing or proposed structures allowed as principal or conditional uses in the underlying zoning district and/or upon public structures.
 - b) The towers and antennas are limited to a height of ten feet projecting above the structure. The city council may allow, through a CUP, an antenna height of up to 25 feet above the structure if the applicant can demonstrate that, by a combination of antenna design, positioning of the structure and/or by screening erected or already in place on the structure, off-site views of the antenna are minimized to accepted levels.
 - c) Towers cannot be attached to the steeples of places of worship.
 - 3) Public utility structures, including but not limited to, water towers, antennas, lights and signals, power and telephone poles, and poles supporting emergency warning devices.

8. Development contract.

No IUP shall be approved for a telecommunications facility without an executed development agreement by the applicant and the city. The city attorney shall prepare a development contract or recommend approval of one prepared by the applicant. The development contract shall include, but not be limited to inclusion of, the following:

- A. Reimbursement of all city out-of-pocket expenses, administrative costs, inspections, permit fees, and other reasonable costs identified by the city.
- B. Reimbursement to the city of all current and future costs of enforcing the conditional use permit.

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- C. Surety in a form and amount determined by the city to guarantee performance by the applicant.
- D. Liability and property damage insurance requirements to be determined by the city.
- E. City indemnification provisions.

9. Accessory and secondary use antennas.

The following standards shall apply to all accessory and secondary use antennas including radio and television receiving antennas, satellite dishes, TVROs two meters or less in diameter, short-wave radio dispatching antennas, or those necessary for the operation of electronic equipment including radio receivers, federally licensed amateur radio stations and television receivers.

- A. Accessory or secondary use antennas shall not be erected in any required yard (except a rear yard) or within public or private utility and drainage easements, and shall be set back a minimum of 25 feet from all lot lines.
- B. Guy wires or guy wire anchors shall not be erected within public or private utility and drainage easements, and shall be set back a minimum of five feet from all lot lines.

10. Satellite dishes.

- A. *Agricultural and residential district standards.* Single satellite dish TVROs located within agricultural and residential zoning districts of the city shall comply with the following standards:
 - 1) The lot on which the satellite dish antenna is located shall be of sufficient size to assure that an obstruction-free receive window can be maintained within the limits of the property ownership.
 - 2) The satellite dish antenna is not greater than two meters in diameter.
- B. *Business/industrial and public/institutional district standards.* Commercial, private and public satellite dish transmitting or receiving antennas in excess of two meters may be allowed as a conditional use as established in Section 4. Applications and Procedure[s], and shall comply with the following standards:
 - 1) The lot on which the satellite dish antenna is located shall be of sufficient size to assure that an obstruction free transmit-receiving window or windows can be maintained within the limits of the property ownership.
 - 2) The CUP provisions of Section 4 of this chapter are considered and determined to be satisfied.

11. Commercial and public radio and television transmitting antennas, and public utility microwave antennas.

Commercial and public radio and television transmitting and public utility microwave antennas shall comply with the following standards:

- A. Such antenna shall be considered an allowed conditional use within the I-1, limited industrial district, of the city and shall be subject to the regulations and requirements of Section 4. Applications and Procedures.
- B. The antennas, transmitting towers, or array of towers shall be located on a continuous parcel having a dimension equal to the height of the antenna, transmitting tower, or array of towers measured between the base of the antenna or tower located nearest a property line and said property line.

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- C. Unless the antenna is mounted on an existing structure, a fence not greater than eight feet in height with a maximum opacity of 50 percent shall be provided around the support structure and other equipment.

12. Fees.

The applicant shall pay the fees required by the city-adopted fee schedule for processing a request to install, operate, and maintain a tower, public utility structure, pad mount device, a wireless telecommunications facility, or an automatic meter reading system, and/or devices in the city. If deemed as necessary due to the nature of the application, the applicant shall also be required to establish an escrow, in the amount to be determined by the city, to reimburse the city for its cost to retain a consultant to review the requested application and for facility maintenance.

13. Severability.

If any clause, section, or other part of this section shall be held invalid or unconstitutional by any court of competent jurisdiction, the remainder of this section shall not be affected thereby but shall remain in full force and effect.



City of East Bethel Park Commission Agenda Information

Date:

March 12, 2014

Agenda Item Number:

Item 7.0

Agenda Item:

Outdoor Ice Rink

Requested Action:

Discuss future plans for the outdoor ice rink located at the East Bethel Ice Arena

Background Information:

The outdoor ice rink at the East Bethel Ice Arena is a regulation size ice rink that is open to the public for skating during the winter months. Organized teams are only allowed to reserve the indoor rink so that the outdoor rink can be utilized by the public without reservation. During the summer of 2013, a wind event damaged the warming house, fencing and boards, and electrical wiring for the lights. Repairs were made to the boards and fencing but the warming house was not replaced.

Due to the age of the rink, the deteriorating condition of the boards, and the design of asphalt surface, staff is requesting direction from the Park Commission on the future of the outdoor rink. Some concerns about the outdoor rink include the need to replace the boards in the coming years, repairing the outdoor lighting, rerouting the power supply underground, and repairing the fencing around the south end. Another major concern is the unevenness of the asphalt surface and how long it takes to flood the rink to fill in all of the low areas. During preparation flooding, some areas require many inches of ice and hundreds of gallons of water to be built up before the entire rink is flat enough to flood.

Possible plans for the outdoor rink could include:

1. Retrofitting the existing rink
2. Reconstructing the rink with a new asphalt base
3. Maintaining the rink in its current condition
4. Closing the rink

Staff is seeking input from the Park Commission and residents to gauge the need for the outdoor rink and what resources should be dedicated to maintaining or improving the facility.

Attachments:

Fiscal Impact: None at this time

Recommendation(s): Discussion item

Park Commission Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____



City of East Bethel Park Commission Agenda Information

Date:

March 12, 2014

Agenda Item Number:

Item 8.0

Agenda Item:

Parks Capital Improvement Planning

Requested Action:

Begin discussions about the Parks Capital Improvement plan

Background Information:

The Parks Commission prepares a Capital Improvement Plan annually which updates projected projects, evaluates priorities and establishes funding for these works for the coming year and for each of the subsequent years for a five year period. This plan is presented to City Council for their approval and use for preparing the coming year's budget.

Attached is the 2014-2018 Parks CIP. We will discuss those projects that are listed for 2014 and 2015 to determine if they need to stay in their current funding year or be rearranged to reflect any changes in our park priorities. Other projects can be added and existing ones can be deleted if there is a need for restructuring the schedule. With reductions to the General Fund transfer to the Park Capital Fund, the commission and staff will have to adapt the Parks Capital Improvement Plan to reflect those reductions.

Attachments:

8.1) 2014-2018 Parks CIP

Fiscal Impact: None at this time

Recommendation(s): Discussion item

Park Commission Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____

**Parks CIP
2014-2018
Funding Analysis**

PARK ACQUISITION AND DEVELOPMENT FUND	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2014 Beginning Balance	\$0			\$0
Park Dedication Fees-0 @ \$2,500		\$0		\$0
2014 Ending Balance				\$0
2015 Beginning Balance	\$0			\$0
Park Dedication Fees-50 @ \$2,500		\$125,000		\$125,000
Parking Lot and entrance road at Bonde Park			\$35,000	\$90,000
Install irrigation at Bonde Park Soccer Fields			\$60,000	\$30,000
2015 Ending Balance				\$30,000
2016 Beginning Balance	\$30,000			\$30,000
Park Dedication Fees-50 @ \$2,500		\$125,000		\$155,000
Irrigation system and field improvements Anderson Lake Park			\$45,000	\$110,000
Install fence baseball field Anderson Lake Park			\$12,000	\$98,000
Install fence baseball field Norseland Park			\$15,000	\$83,000
Carlisle Park Improvements and Parking Lot			\$18,000	\$65,000
2016 Ending Balance				\$65,000
2017 Beginning Balance	\$65,000			\$65,000
Park Dedication Fees-80 @ \$2,500		\$200,000		\$265,000
Irrigation system at Whispering Aspen			\$25,000	\$240,000
Pavilion at Norseland Manor Park			\$40,000	\$200,000
Irrigation system at Norseland Park			\$35,000	\$165,000
Irrigation system at Carlisle Park			\$25,000	\$140,000
Anderson Lakes and Northern Boundaries Playground Equipment			\$75,000	\$65,000
2017 Ending Balance				\$65,000
2018 Beginning Balance	\$65,000			\$0
Park Dedication fees - 80 @ \$2,500		\$200,000		\$265,000
Walking Trail at Norseland Park			\$80,000	\$185,000
Walking Trail at Eveleth Park			\$30,000	\$155,000
Pavilion at Eveleth Park			\$40,000	\$115,000
Parking Lot at Eveleth Park			\$10,000	\$105,000
Cedar Creek Park Additions			\$40,000	\$65,000
2018 Ending Balance				\$65,000
TOTAL PARK ACQUISITION AND DEVELOPMENT				
FUND SOURCES AND USES		\$650,000	\$585,000	

**Parks CIP
2014-2018
Funding Analysis**

PARK CAPITAL FUND	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2014 Beginning Balance	\$25,000			\$25,000
Transfer From General Fund		\$100,000		\$125,000
Convert Booster West Soccer Field into Regulation Baseball Field			\$110,000	\$15,000
Skateboard equipment for Booster West			\$15,000	\$0
2014 Ending Balance				\$0
2015 Beginning Balance	\$0			\$0
Transfer From General Fund		\$100,000		\$100,000
Playground Equipment Booster East			\$50,000	\$50,000
Irrigation and Soccer Fields Bonde Park			\$40,000	\$10,000
Tree Planting			\$10,000	\$0
2015 Ending Balance				\$0
2016 Beginning Balance	\$0			
Transfer From General Fund		\$100,000		\$100,000
Playground Equipment Anderson Lakes			\$40,000	\$60,000
Tree Planting			\$10,000	\$50,000
Playground Equipment Rod and Norma Smith Park			\$40,000	\$10,000
2016 Ending Balance				\$10,000
2017 Beginning Balance	\$10,000			
Transfer From General Fund		\$100,000		\$110,000
Ice Rink Repairs			35000	\$75,000
Parking Lot Anderson Lakes Park			\$15,000	\$60,000
2017 Ending Balance				\$60,000
2018 Ending Balance	\$60,000			
Transfer From General Fund		\$100,000		\$160,000
Park Fencing and Landscape Projects *			\$60,000	\$100,000
2018 Ending Balance				\$100,000
* Includes turf renovation, tree planting, split rail fencing, and site amenities for Booster West & East, John Anderson, Whispering Oaks, Norseland, Maynard Peterson				
TOTAL PARK CAPITAL FUND SOURCES AND USES		\$500,000	\$425,000	

**Parks CIP
2014-2018
Funding Analysis**

TRAILS CAPITAL FUND	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2014 Beginning Balance	\$140,000			\$140,000
Transfer From General Fund		\$0		\$140,000
Trail Dedication fees 0 @ \$500		\$0		\$140,000
John Anderson Trail Segment			\$40,000	\$100,000
2014 Ending Balance				\$100,000
2015 Beginning Balance	\$100,000			\$100,000
Transfer From General Fund		\$5,000		\$105,000
Trail Dedication fees 50 @ \$500		\$25,000		\$130,000
Trail Segments TBD			\$0	\$130,000
2015 Ending Balance				\$130,000
2016 Beginning Balance	\$130,000			\$130,000
Transfer From General Fund		\$5,000		\$135,000
Trail Dedication fees 50 @ \$500		\$25,000		\$160,000
Trail Segments TBD			\$0	\$160,000
2016 Ending Balance				\$160,000
2017 Beginning Balance	\$160,000			\$160,000
Transfer From General Fund		\$5,000		\$165,000
Trail Dedication fees 80 @ \$500		\$40,000		\$205,000
Trail Segments TBD			\$0	\$205,000
2017 Ending Balance				\$205,000
2018 Beginning Balance	\$205,000			\$205,000
Transfer From General Fund		\$5,000		\$210,000
Trail Dedication fees 80 @ \$500		\$40,000		\$250,000
Trail Segments TBD			\$0	\$250,000
2018 Ending Balance				\$250,000
TOTAL TRAILS FUND SOURCES AND USES		\$150,000	\$40,000	



City of East Bethel Park Commission Agenda Information

Date:

March 12, 2014

Agenda Item Number:

Item 9.0

Agenda Item:

City Council Report

Requested Action:

Information Item

Background Information:

Staff and the Parks Commission will continue discussions on the future direction of the City's Parks and projects with the City Council liaison Tim Harrington. The purpose of this discussion will be to formulate goals and objectives for the park development program and to update the commission on issues currently before the City Council.

Attachments:

Fiscal Impact:

Recommendation(s):

Park Commission Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____