

EAST BETHEL PARK COMMISSION MEETING
January 14, 2015

The East Bethel Park Commission met on January 14, 2015 at 7:00 P.M at the East Bethel City Hall for their regular monthly meeting.

MEMBERS PRESENT: Bill Zimmermann Tim Hoffman Denise Lachinski
 Kenneth Langmade Bonnie Harvey Sue Jefferson
 Stacy Voelker

MEMBERS EXCUSED: None

ALSO PRESENT: Nate Ayshford, Public Works Director
 Tim Harrington, City Council
 Sue Irons, Recording Secretary

Adopt Agenda **Mr. Hoffman motioned to adopt the agenda. Ms. Voelker seconded; all in favor, motion carried unanimously.**

Approve Minutes – November 12, 2014 **Ms. Lachinski made a motion to approve the November 12, 2014 minutes as submitted. Mr. Hoffman seconded; all in favor, motion carried unanimously.**

Park Financial Information & Capital Funds Summary Mr. Ayshford presented the current financial status for member’s review (Attachment 4.1). Mr. Hoffman stated the department did a great job of staying on target with the budget for FY 2014. It was noted that any funds not spent will be returned to the General Fund for FY 2015.
Mr. Hoffman motioned to forward the Park Financial Report to the City Council as presented. Ms. Voelker seconded; all in favor, motion carried unanimously.

SBAA 2015 Field Requests Soderville/Blaine Athletic Association (SBAA) has submitted a request for reserving the softball/baseball fields for the 2015 season. SBAA is requesting the use of fields 1-8 at Booster West and East from April 20 to July 23 four nights a week (M-Th) and the field at Anderson Lakes two nights a week during that same time period. Weekend use would be limited to two Fridays and two Saturdays at Booster East and West. (Attachment 5.1) A representative from the SBAA was invited to attend the Park Commission meeting but declined as they did not feel they had any concerns related to the request.

At this time the City has received no other requests for weeknight use of ball fields and no conflicting weekend requests. The requested fields are consistent with the use approved for in previous years. Mr. Hoffman questioned any conflict with the schedule for Booster Days. Ms. Lachinski stated that she did not anticipate any scheduling conflict.

For the 2014 season, 810 players registered with SBAA. East Bethel residents accounted for 98 of those registered players or 12%.

Fiscal Impact:

The maintenance and field preparation costs typically incurred by the Public Works Department averages \$6,500 annually. The current fee schedule reflects these costs in the reservation fees. In previous years the SBAA has received a 20% discount on the City fee schedule as well.

Mr. Hoffman motioned to approve the request for rental of the Booster West and East Fields to SBAA for weekday and weekend use as requested in their application and Anderson Lakes Park for use twice per week at the rate set forth in the City fee schedule less 20%. It is also recommended SBAA coordinate and cooperate with other organizations that schedule weekend tournaments at the Booster facilities. Ms. Jefferson seconded; all in favor, motion carried unanimously.

**Cedar Creek
Memorandum
of
Understanding**

In March of 2004, the City of East Bethel and CCESR entered into a memorandum of understanding (MOU) that established the Cedar Creek Park, use of the trail system around Fish Lake, and the vacation of the East Bethel Blvd easement within the CCESR. (Attachment 6.1 & 6.2) Portions of the MOU expired in 2014 and staff from the U of MN and the City of East Bethel have begun discussions on the need to update the document. Both parties would like input from the East Bethel Park Commission on any changes that may be necessary so that an amended document can be drafted for approval by the East Bethel City Council and University of MN.

At the November 12, 2014 Park Commission meeting, the members motioned to eliminate Item 11 from the MOU. The remainder of the document was tabled for discussion at the next meeting.

It was reiterated that Item 11. Provision of Additional Parking for Cedar Creek Access from the MOU on “Recreational Trails” was recommended for elimination as it applies to Isanti County and Athens Township but not East Bethel. Members also agreed that Item 10. Construction, Maintenance of Fire Well should be eliminated as well since it is no longer required.

Members reviewed the historical documentation of the original discussions/negotiations leading up to the MOU, specifically regarding horseback riding. (Attachment 6.3) No further information regarding current horse owners and riders was available.

Item 6. Horseback Riding in the “Roads and Park” MOU states: “For a period of ten (10) years after conveyance of the right-of-way easement to the City, and thereafter with the consent of CCNHA, the City shall be permitted to maintain a trail for horseback riding within the right-of-way by persons having permits issued by the City. CCNHA shall have the right to set reasonable limits as to the number of riders on trails at any one time, provided that such limits shall allow for at least ten (10) riders to be on the trail at any one time.”

Mr. Ayshford stated that the CCNHA has indicated that they will not consent to continuing this item. With the elimination of this item regarding horseback riding, members felt it was important to maintain at least a portion of Item 3 in the “Recreational Trails” MOU as follows:

3. Horseback Riding Trails. ~~For a period of ten (10) years from the effective date of this MOU, and thereafter with the consent of CCNHA, horseback riding by persons holding permits issued by the City will be permitted on trails in the Natural History Area designated for that purpose by CCNHA. CCNHA will make these trails available on a guided basis only at least once a month from April thru October. By separate agreement, CCNHA and the City have agreed that horseback riding on a non-guided basis will be permitted within the eighty (80) foot right-of-way along part of the easterly boundary of the Natural History Area. CCNHA shall have the right to set reasonable limits as to the number of riders on trails at any one time. The City agrees that no parking facilities will be constructed that will facilitate the trailering of horses to the Natural History Area.~~

It is unknown whether permits have ever been issued for horseback riding or if riders were ever made aware of the requirement as stated in both MOUs.

Members also recommended that the two separate MOUs “Recreational Trails” and “Roads and Park” be brought current (eliminating items that have been accomplished or are no longer applicable) and combined into one MOU from this point on.

Mr. Hoffman made a motion to submit the changes as follows:

- **Eliminate Item 10 & 11 from the Recreational Trails MOU**
- **Change Item 3. Horseback Riding Trails to read as follows:**

“By separate agreement, CCNHA and the City have agreed that horseback riding on a non-guided basis will be permitted within the eighty (80) foot right-of-way along part of the easterly boundary of the Natural History Area.”

- **Update and combine two MOUs into one document.**

Ms. Harvey seconded; all in favor, motion carried unanimously.

**Park
Commission
Meeting Times**

In an effort to make the meetings more favorable for member’s schedules, staff has begun reviewing meeting dates and start times for City Council and Commission meetings. Staff is recommending the Park Commission meeting begin at 6:30 which is consistent with the Road Commission meeting and possibly other commissions.

Ms. Harvey made a motion to change the meeting time for the Park Commission to 6:30 PM on the second Wednesday of each month. Mr. Zimmerman seconded the motion. All other members were in favor. Motion carried.

**Council
Report &
Other Reports**

Mr. Harrington stated that he will remain the City Council liaison for the Park Commission and that Ms. Voelker has been reappointed to the Commission for another three year term. There will be an ice fishing contest on Saturday, January 17th.

Mr. Ayshford reported that Christine Dahlman had asked to present information on Insecticide Use and Pollinators to the Park Commission but has since moved out of the City. She asked that City leaders assist in raising awareness and educating the community about the appropriate use of insecticides. This information may also be published in the City Newsletter.

Adjournment Mr. Hoffman made a motion to adjourn the meeting at 7:45 p.m. Ms. Lachinski

seconded; all in favor, motion carried unanimously.

Respectfully submitted by:

Susan Lori Irons
Recording Secretary

Attachments:

- 4.1) Parks Financial Reports
- 5.1) SBAA 2015 Field Request Application
- 6.1) 2004 MOU Recreational Trails
- 6.2) 2004 MOU Roads and Park
- 6.3) Historical Documents of MOU Development