

City of East Bethel
City Council Work Meeting
Date: September 22, 2025 at 6:00 p.m.



This City Council work meeting may be monitored live via the following means:
Cable Channel 10, MidcoTV Channel 77, or the City of East Bethel YouTube channel
(www.youtube.com/channel/UC8_7ShcME-XG14pN5JrmBGg/live)

ITEM

- 1.0 Council Salaries Discussion (p.2-4)
- 2.0 Animal Containment City Service (p. 5)
- 3.0 Park / Trail Fees Discussion (p. 6-16)

EAST BETHEL CITY COUNCIL WORK MEETING

September 9, 2024

The East Bethel City Council met on September 9, 2024, at 6:00 p.m. for the regular City Council Work meeting at City Hall.

MEMBERS PRESENT: Kevin Lewis Brian Mundle Bob DeRoche
 Tim Miller Jim Smith

ALSO PRESENT: Matt Look, City Administrator
 Aaron Berg, Community Development Director

1.0 – PER Discussion Revisited

Lewis clarified that they are requesting the Anoka County Canvassing Board to choose at random one of the three precincts in East Bethel for a hand count of the election results. He stated that the Canvassing Board does not have to grant it. He stated that the first purpose is to confirm via random sampling that machine-reported results correlate with hand-counted results. He stated the second purpose is to let all involved in the process know that the residents of East Bethel, East Bethel as a City, cares about election integrity and are watching how the process is conducted. He stated that if the request is granted, the cost should be about \$900 to cover the cost of election judges. He thinks the election judge pay should be revisited in the near future, increasing it to somewhere around \$15 an hour.

2.0 – Whispering Aspen Contract Discussion

Mundle stated that he will be abstaining from the discussion and any decision making that comes from it.

Look stated the City owned the land at some point and was looking for an interested party in developing the land to bring development to the City. He stated that this contract was signed on March 31, 2021. He noted that there was talk of a community center and outlots, and the City would retain ownership of those in exchange for selling the land and allowing Firebird Land LLC to use office space in the facility. He stated that being able to resolve this issue is important. He added the County Attorney indicated he would not provide an opinion on this, but an opinion is available through the Attorney General.

Lewis asked if there was a cost associated with that. Look stated that there should not be a cost associated with getting an opinion from the Attorney General, but there would be a cost for the County Attorney to draft a letter to the Attorney General.

Look stated that he thinks this could bring closure to this issue so if this comes up again next year, this document could be produced to bring closure at that point.

DeRoche stated that he thinks the only thing to do is have a judge or administrator look at it and make a decision. Lewis stated that judges determine what is the letter of the law versus what is the intent of the law.

Lewis stated that it is never good to lack legal clarity and would be in support of getting the Attorney General to look over things and sort it out for them.

Miller thinks it is necessary to get the opinion from the Attorney General because of what has been said on social media and what the facts are seems to be different. He added that when this came up last year, they were told the contract was fine and nothing else. He stated that they were not told

that the City was paying for the electric and gas bill, building insurance, phone bill, DSL, bathroom/cleaning supplies, cleaning costs, snow removal, lawn care, and building improvements, and nowhere in the contract does it say that the City would be paying for these things. He added that in paying for these things, the money is coming right from the resident's pockets, from taxes. He noted that he does not know why it is set up this way, and he has been told that the building was donated back to the City. He stated that in the purchase agreement contract, it says that the seller will retain ownership of the streets, curbs, sidewalks, potable water system to the curb stops, sanitary sewer system to the curb stops, storm sewer, and Outlots A, B, C, and D. He noted that Outlot C has the community center on it. He asked why the City is paying all the bills and who owned the building.

Lewis stated they are all biased in one way or another, which is why there is a need for the Attorney General's opinion as a third party who is not involved.

Smith asked why the water and sewer bills are so high. He stated that it seems the residents have been paying dearly for this development for over 20 years.

Look stated that he will contact the County Attorney, have him draft a letter for the Attorney General, and provide a copy of that letter for Council approval before it is sent.

3.0 – Mayor and Council Compensation

Look stated that the original compensation started in 1994 and was changed in October 2005. He also stated that when comparing salaries to other neighboring communities East Bethel is in the same ballpark. He stated that the increase has been included in the preliminary budget but that does not mean they have to go with that. He added that one of the challenges that councils and commissions face is that of time and time commitment. He presented the neighboring communities' current salaries for mayors/councilmembers and the frequency of Council meetings.

4.0 – Commission Stipends

Lewis stated that the priority should start with the Commissions and should be doubled if you are giving an average of 2 hours per meeting, in addition to another hour or 2 of prep. He stated that \$40 is not overpaying compared to the current \$20.

DeRoche agreed with that point.

Look stated that if you are doing your job well, then you are spending a significant amount of time.

Mundle stated that they seem to be in the middle for Mayor and Council compensation but thinks the Commissions should increase.

Look clarified that the Commissions compensation should be increased, and the Mayor/Council remain the same.

5.0 – White Pines – Rental Presentation

Look stated that staff has brought this topic before the Council in the past and the applicants are here to present to give more information on what they are thinking.

Pete Dimich, owner of White Pines General Store, stated that they are looking for ways to increase revenue because there is not enough support from the community to make their business profitable. He stated that with the other piece of property they own next door, they could use it to develop a rental property.

DIVISION 2. COMPENSATION

Sec. 2-44. Mayor's salary.

The salary of the mayor of the city shall be \$525.00 per month.

(Ord. No. 162, § 1, 9-7-1994; Ord. No. 162A, § 1, 10-19-2005)

Sec. 2-45. Salary of councilmembers.

The salary of city councilmembers, other than the mayor, shall be \$475.00 per month.

(Ord. No. 162, § 2, 9-7-1994; Ord. No. 162A, § 2, 10-19-2005)

Sec. 2-46. City elections.

Pursuant to Minn. Stats. § 205.07, the regular city election shall be held on the first Tuesday after the first Monday in November of each even-numbered year.

(Ord. No. 55, § 1, 6-5-1974)

State law reference(s)—City general elections, Minn. Stats. § 205.07.

Secs. 2-47—2-55. Reserved.



Dear Municipal Administrator,

Animal Humane Society is committed to working to improve the lives and welfare of animals in our community and support the people who love them. We recently embarked on a new strategic plan with the goal of helping 150,000 animals by 2028, with a focus on helping the most animals with the greatest needs. To accomplish this ambitious goal, we evaluated our services and programs and made the difficult decision to discontinue our impound housing program.

To allow your city time to identify another organization to provide impound services, AHS will continue providing dog and cat impound through December 31, 2025. This letter serves as the written notice to end services as outlined in our Letter of Understanding for Impound Housing Services. If it would be helpful in your search for a new impound facility, we are happy to share our generic contract with you or other organizations.

This decision allows AHS to focus our limited resources on supporting as many animals in need as possible. While we won't be offering impound services, we will continue to accept strays found by members of the public, offer appointments for owned animals, provide low-cost veterinary care for the community, and partner with law enforcement to handle animal cruelty cases at no charge to the municipality.

We've appreciated your partnership over the past years, and we will continue to be a resource for people and pets in the community. Please feel free to refer community members with animal concerns to our Pet Helpline at 952-HELP-PET (952-435-7738) moving forward.

Sincerely,

Dr. Graham Brayshaw, Chief Medical Officer

Animal Humane Society gbrayshaw@animalhumanesociety.org

763-489-2224

**City of East Bethel
Park Commission Meeting
Agenda Item Information**



Date: March 14, 2023

Agenda Item Number: Item 5.0

Agenda Item: Park Dedications Fees

Background Information:

The current park dedication fees were established by an ordinance revision that was approved on August 5, 2015. Article VII, Section 66-195 of the City Code was amended to include reduction of the not to exceed fee for residential park dedication from \$6,000 to \$2,000 per lot exempting one habitable homestead per subdivision (if applicable) and reducing the park dedication for commercial/industrial developments from a not to exceed fee of \$4,500 to \$2,000 per acre.

Within the current ordinance, the City can either elect to require dedication of up to 10% of new residential developments for parkland or receive funds equal to 10% of the market value of the property prior to development, not exceed \$2,000 per lot. For commercial or industrial development this is lowered to 5% with a not to exceed value of \$2,000 per acre.

These lower fees were adopted to compensate for higher water and sewer costs of the City's small customer base stand-alone utility system. Lower park dedication fees were put in place to maintain the competitive balance required to offset the lower SAC and WAC charges of market area municipalities.

The need to update these fees to meet the demands for parks improvements and new facilities was discussed at the December 13, 2022 Parks Commission Meeting and the joint City Council Work Meeting and Park Commission meeting on February 6, 2023.

Based on discussions from both of those meetings, it appears there was a consensus to move to a set fee for lots and units rather than a percentage based off the appraised value of the land in cases where cash in lieu of land was recommended. Also based on those discussions, different fees may be needed for new single family home developments compared to multi-family home developments.

There is currently legal action ongoing that is challenging the requirement for park dedication fees for commercial and industrial projects. Staff has been advised that a ruling on this case could occur this year and recommend holding off on any changes until that time.

Staff is seeking a recommendation from the Park Commission to City Council on any changes to the current Park Dedication system and also what fees should be associated with any recommended changes.

Pulling from the past discussions and as a starting point for discussing which fees are appropriate, staff are recommending a \$2,000 park dedication fee for new lots in single family home developments and a \$1,500/unit fee for new developments with multi-family homes. Adding a 25% discount for multi-family developments with public recreation facilities may also keep East Bethel competitive with other communities while still increasing recreational opportunities.

The fees would be included in the annual City Fee Schedule and could be reviewed annually and adjusted as deemed appropriate to balance demands for park facilities and improvements with market conditions for development projects.

Attachments:

- 1.) Comparative Fee Schedules
- 2.) Park Dedication Ordinance, Section 66 – 194 and 66 - 195

Fiscal Impact: To be determined.

Recommendation(s):

Park Commission Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

City	Park Dedication on Residential Lot	Park Dedication for Multi-family	Park Dedication for Commercial/Industrial Lot
Ham Lake	\$2,500 per lot		None
Oak Grove	\$2,300 per lot		
Isanti	\$1,500 per unit	\$1,500 per unit, 25% less with Recreation facilities	\$1,500 per acre
St Francis	\$2,500 per lot		
Forest Lake	\$2,500 per unit	\$2,500 per unit	\$2,500 base plus \$2,500 per acre
Andover	\$4,806 per unit	\$4,806 per unit	\$14,417 or 10% of land value, whichever is less
Cambridge	\$1,600 per unit	\$1,600 per unit	\$2,940 per acre
Blaine	\$4,449 per unit	\$4,449 per unit	\$8,704 Acre Commercial, \$4,702 per Acre Industrial
Columbus	\$1,525 per lot		\$762.50 per lot
Coon Rapids	\$2,000 per unit	\$1,700 for duplex, \$1,360 all others	\$5,000 acre Commercial, \$4,000 acre industrial

East Bethel	10% of land value	10% of land value	5% of land value
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**City of East Bethel
City Council Regular Meeting
Agenda Item Information**



Date: March 27, 2023

Agenda Item Number: 7.0 C.1

Agenda Item: Park Dedication Fees

Requested Action: Consider a recommendation from the Park Commission to update the Park Dedication Fees

Background Information:

The current park dedication fees were established by an ordinance revision that was approved on August 5, 2015. Article VII, Section 66-195 of the City Code was amended to include reduction of the not to exceed fee for residential park dedication from \$6,000 to \$2,000 per lot exempting one habitable homestead per subdivision (if applicable) and reducing the park dedication for commercial/industrial developments from a not to exceed fee of \$4,500 to \$2,000 per acre.

Within the current ordinance, the City can either elect to require dedication of up to 10% of new residential developments for parkland or receive funds equal to 10% of the market value of the property prior to development, not exceed \$2,000 per lot. For commercial or industrial development this is lowered to 5% with a not to exceed value of \$2,000 per acre.

These lower fees were adopted to compensate for higher water and sewer costs of the City's small customer base stand-alone utility system. Lower park dedication fees were put in place to maintain the competitive balance required to offset the lower SAC and WAC charges of market area municipalities.

The need to update these fees to meet the demands for parks improvements and new facilities was discussed at the December 13, 2022 Parks Commission Meeting and the joint City Council Work Meeting and Park Commission meeting on February 6, 2023.

Based on discussions from both of those meetings and discussions at the March 13, 2023 Park Commission Meeting, the Park Commission unanimously recommended moving to a per unit fee for residential developments. The recommendation included a \$2,000 per unit fee in new single family developments and a \$1,500 per unit fee for new multi-family developments. They also included a recommendation for a 25% per unit reduction in multifamily developments that include public recreation facilities.

The Park Commission was aware of the pending litigation regarding commercial/industrial park dedication fees, but recommended making changes to our current policy in conjunction with the residential changes to keep the process easy to understand and consistent. They recommended a per acre fee of \$2,000 for new commercial/industrial development. Once the court system rules on the issue, the City's code can be changed to reflect that.

The recommended fees would increase park revenue for new development while not being so high as to be a deterrent to prospective developers. The fees would be included in the annual City Fee Schedule and would be reviewed annually and adjusted as deemed appropriate to balance demands for park facilities and improvements with market conditions for development projects.

Attachments:

- 1.) Comparative Fee Schedules
- 2.) Park Dedication Ordinance, Section 66 – 194 and 66 – 195

Recommendation(s):

The Park Commission recommends that City Council consider approval of a \$2,000 per lot park dedication fee for single family development(s), \$1,500 per unit park dedication fee for multi-family developments with a 25% fee reduction for those that include recreation facilities available for public use and \$2,000 per acre park dedication fee for commercial/light industrial developments and amend City Fee Schedule to reflect these changes.

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

**City of East Bethel
Park Commission Meeting
Agenda Item Information**



Date: May 14, 2024

Agenda Item Number: Item 5.0

Agenda Item: Sidewalk and Trail Ordinance Review

Requested Action: Review and recommend any updates to Sec.66-165 Sidewalks and trails.

Prepared By: Nate Ayshford, Public Works Manager

Background Information:

Attached is Sec. 66-165 of the City Code that guides the installation of sidewalks and trails in new developments. The ordinance requires sidewalks and trails to be installed on new city roads based on the type of zoning for the development and the type of street being built. The City Council decides on any exceptions from the ordinance.

Staff is requesting a review of the ordinance, and if needed, any recommended updates or revisions.

At the Jan 9, 2024 Park Commission meeting, staff were asked to research possibilities of having trail dedication fees in lieu of trail construction in new developments. The item was tabled at the March 12, 2024 and April 9, 2024 meetings.

Staff have researched other cities in the metro area and the results are listed below:

City of Ramsey	\$1,500 per unit
City of Andover	\$1,066 per unit
City of Chisago	\$450 per unit

Attachment(s):

- 1) Sec. 66-165 – Sidewalks and Trails

Fiscal Impact: TBD

Recommendation(s): None at this time

Park Commission Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

Sec. 66-165. - Sidewalks and trails.

(a) Except as otherwise determined by city council or the parks, trails, and open space comprehensive plan, concrete sidewalks and/or bituminous trails shall be provided in the right-of-way or easements in accordance with the following:

Zoning	Street Type	Sidewalk/Trail Regs
RR (rural residential)	Arterial and major collector streets	Trail on one side of street
	Minor collector	Trail on one side of street
	Local street	Trail on one side of street
	Cul-de-sac	No requirements
R-1 (single-family); R-2 (single-family and townhome)	Arterial and major collector streets	Sidewalk on one side of street and trail on opposite side of street or trails on both sides of the street
	Minor collector and local streets, excepting culs-de-sac	Sidewalk on one side of street
	Culs-de-sac	No requirements
Commercial/industrial districts	All streets, including culs-de-sac	Sidewalks on both sides of street. A trail may be required to be substituted for a sidewalk in areas in which the trail is part of the city's comprehensive trail system.

- (b) All sidewalks and trails shall be placed a minimum of seven feet back from the street to provide a green strip for tree planting and to promote pedestrian safety.
- (c) Sidewalks and trails must be constructed to the city's engineering manual standards.
- (d) As part of parkland dedication, a minimum of 30 feet may be required by the city for the purpose of trails. The city may require the subdivider or developer to provide a trail corridor greater than 30 feet where deemed fit.
- (e) Where a platted subdivision with a minimum overall density of three units/acre abuts parcels greater than two acres in size, the city may require a land dedication no less than 30 feet in width around the circumference of the platted subdivision for trail purposes.
- (f) The developer shall be responsible for construction of designated trails and sidewalks within trail easements and rights-of-way.

(Ord. of 10-17-2007, § 7(7-6))

EAST BETHEL PARK COMMISSION MEETING
May 14, 2024

MEMBERS PRESENT: Bill Zimmermann (Chair), Tim Hoffman, Denise Lachinski (Vice Chair), Sue Jefferson, Bonnie Harvey, Maryhelen Westlund, Al Westlund

ABSENT: None

ALSO PRESENT: Nate Ayshford, Public Works Manager
City Council Liaison Tim Miller

1.0 Call to Order

Chair Zimmerman called the meeting to order by at 6:30 pm.

2.0 Adopt Agenda

Commissioner A. Westlund moved and Commissioner Lachinski seconded to adopt the agenda as presented. Motion passed unanimously.

3.0 Approve meeting minute

Hoffman requested the following changes:

Page 2, paragraph 3; “mixed us” should be “mixed use”

Commissioner Harvey moved and Commissioner M. Westlund seconded to approve the April 9, 2024 meeting minutes. Motion passed unanimously.

4.0 Park Financial Information

Ayshford summarized the Park financial information.

Lachinski asked if there has been anybody hired. Ayshford updated that they are still taking applications and reduced the age requirement to 16. Lachinski asked if the job posting could be posted on the school’s website. Ayshford said he will look into it and talk to the guidance office at St. Francis and Forest Lake.

5.0 Sidewalk and Trail Ordinance Review

Ayshford presented staff’s report indicating Section 66-165 of the City Code that guides the installation of sidewalks and trails in new developments. The ordinance requires sidewalks and trails to be installed on new city roads based on the type of zoning for the development and the type of street being built. The City Council decides on any exceptions from the ordinance.

Ayshford requested the Commission review the ordinance, and if needed, give any recommended updates or revisions.

At the January 9, 2024 Park Commission meeting, staff were asked to research possibilities of having trail dedication fees in lieu of trail construction in new developments. The item was tabled at the March 12, 2024 and April 9, 2024 meetings.

Staff have researched other cities in the metro area and the results are listed below:

- City of Ramsey: \$1,500 per unit
- City of Andover: \$1,066 per unit
- City of Chisago: \$450 per unit

Lachinski asked if that was because those city's fees were included in their whole park dedication fees. Ayshford stated that they were part of their building and zoning permits. Zimmerman stated those cities may also have a trail requirement or ordinance instead of a trail fee.

Hoffman stated that he has a concern with it going into a fund merely for trails because they did have a fund strictly for trails in the past and the money disappeared when the City got into financial difficulties. Ayshford updated that the previous fund was a capital fund transfer from the general fund, but this would be an actual dedication from the developers that can only be used for parks.

Zimmerman asked if R1 and R2 are the high-density areas. Ayshford updated that the real high density areas are going to be in a PUD. Ayshford stated that he will bring any decisions made to the Planning Commission as well.

Zimmerman stated that exceptions are being made now because this ordinance does not make sense. Hoffman asked how they can craft this so it does not allow for exceptions or at least makes it more difficult.

Zimmerman discussed different spots where trails would and would not work in his own neighborhood and discussed how trails could be put in along the road like the ordinance says or take that money and put a small segment somewhere within the neighborhood and find a balance of what could be taken in lieu of the trail.

A. Westlund asked about having the land dedicated plus a fee. Ayshford stated that it could be if they do not dedicate the land right away, then the land will never go.

Lachinski asked about making wider roads for bikes on neighborhood streets. Ayshford updated that the push is to make roads narrower for cost and maintenance reasons.

Zimmerman asked the Commission what they thought about making it an option to either put in a trail like it is written now or you collect a set fee per unit to give something to put back into that neighborhood. Hoffman asked if that would include the right-of-way.

Commissioner Hoffman moved and Commissioner M. Westlund seconded to have the option to have a trail dedication of \$1,200 per unit plus right-of-way on new developments, in lieu of trail construction. Motion carried unanimously.

6.0 Maynard Peterson Park and Coon Lake Beach Park Improvements

Ayshford presented staff's report indicating the 2024 Parks Capital Improvement Plan included \$100,000 for park improvements at Maynard Peterson Park and Coon Lake Beach Park. The Park Commission held a meeting in the neighborhood in the fall of 2023 and invited residents to provide input into what they would like to see completed. A new playground was decided for CLB Park and has been delivered. Installation will take place in the next couple months. The cost of the playground was \$50,000. At the March 12, 2024 and April 9, 2024 Park Commission meeting, the commission discussed projects for the remaining \$50,000. Staff have received quotes on some of those items:

- Skateboard halfpipe for Maynard Peterson Park \$35,000
- Shade structure over bench and CLB Park \$6,000
- Zipline 100' \$19,000
- SkyRun 35' \$15,000
- SkyRun 50' \$19,000
- Double SkyRun 50' with one Zero G seat \$38,000
- Double SkyRun 35' with one Zero G seat \$31,000
- Concrete Bean Bag/Corn Hole Boards \$1,800 per set

City	Park Dedication on Residential Lot	Park Dedication for Multi-family	Park Dedication for Commercial/Industrial Lot
Ham Lake	\$2,500 per lot		None
Oak Grove	\$2,300 per lot		
Isanti	\$1,500 per unit	\$1,500 per unit, 25% less with Recreation facilities	\$1,500 per acre
St Francis	\$2,500 per lot		
Forest Lake	\$2,500 per unit	\$2,500 per unit	\$2,500 base plus \$2,500 per acre
Andover	\$5,256 per unit	\$5,256 per unit	\$15,766 per acre or 10% of land value, whichever is less
Cambridge	\$1,600 per unit	\$1,600 per unit	\$2,940 per acre
Blaine	\$4,894 per unit	\$4,894 per unit	\$4,599 to \$13,631 per acre
Columbus	\$1,525 per lot		\$762.50 per lot
Coon Rapids	\$2,500 per unit	\$2,500 for duplex, \$2,130 all others	\$5,000 acre Commercial, \$4,000 acre industrial

East Bethel	\$2,000 per unit	\$1,500 per unit	\$2,000 per acre
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2025 updated numbers