

**City of East Bethel  
City Council Work Meeting  
Agenda Item Information**



**Date:** November 24, 2025

**Agenda Item Number:** 1

**Agenda Item:** Park and Trail Dedication Discussion

**Background Information:**

Trail Dedication Fees

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. This development requirement has been waived on all new developments going back to the housing market decline of 2008 with the exception of PUDs.

The Park Commission began reviewing the ordinance in the spring of 2024 to gauge the usefulness of the requirement as it relates to building trails that fit our City's park, trail, and open space comprehensive plan without building excessive trails that will incur maintenance costs extending far into the future. The discussion included making sure the ordinance was equitable to all new developments. At the May 14, 2024, Park Commission meeting, the Commission recommended a trail dedication fee in lieu of trail construction in developments that did not meet the location requirements of the City's trail plan. The recommended amount at that time was \$1,200 per unit. The October 14, 2025, Park Commission meeting included recommendations for park dedication fee increases as well as a new recommended trail dedication fee of \$1,500 per unit. The Planning Commission also recommended the \$1,500 per unit trail dedication fee at their October 28, 2025, meeting.

The justification for the need of trail dedication fee is based on a lack of funding to cover the cost of trails already in the Park Capital Improvement plans and the need for future trail connections as the City develops. Additional funding for trail construction will still be needed from General Fund transfers, as the trail dedication fees are not expected to fully fund the projects.

For comparison, staff have researched other cities in the metro area and the results are listed below:

City of Ramsey	\$1,575 per unit
City of Andover	\$1,076 per unit
City of Chisago	\$450 per unit

Park Dedication Fees

In the spring of 2023, the Park Commission and City Council approved a change to the park dedication fees that set a fixed rate per lot in new developments that was consistent with how the majority of communities perform the calculation. The previous calculation was based on the predeveloped value of land and was difficult and expensive to agree upon and made planning for the developers and the City very hard to estimate. Our current park dedication requires a 10% donation of land for parkland or park dedication fees in lieu of land equal to \$2,000 per lot in single family developments and \$1,500 per unit for multi-family

developments with up to a 25% discount on multi-family developments with public recreation facilities. Park dedication fees in lieu of land for commercial developments was set at \$2,000 per acre.

At the September 22, 2025, City Council Work Meeting, the City Council discussed the need to raise the park dedication fees to help cover the rising costs of park capital improvements associated with the Park Acquisition and Development Fund. From the discussion, the City Council would like the Park Commission to consider recommending an increase in single family lot fees from \$2,000 to \$4,000.

At the October 14, 2025 Park Commission meeting, the commission revisited the fee amount and voted to recommend the fee be increased to \$3,500.

Any change to the park dedication fee can be reflected in the 2026 Fee Schedule. The addition of a trail dedication fee would require a code change and public hearing.

**Attachment(s):**

- 1) Sec. 66-165 – Sidewalks and Trails
- 2) Chapter 66, Article VII – Public Land Dedication
- 3) Park and Trail Capital Improvement Plan
- 4) Comparison of Local Park Dedication Fees

**Fiscal Impact:** As noted

**Recommendation(s):**

**Planning Commission Action:**

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

Vote Yes: \_\_\_\_\_

Vote No: \_\_\_\_\_

## ARTICLE VII. - PUBLIC LAND DEDICATION

Sec. 66-194. - Statutory authorization, findings of fact, and statement of purpose.

- (a) *Statutory authorization.* Minn. Stats. § 462.358, subd. 2b provides that municipal subdivision regulations may require that a reasonable portion of any proposed subdivision be dedicated to the public or preserved for conservation purposes or for public use such as parks, playgrounds, trails, wetlands, or open space, and that the municipality may alternatively accept an equivalent amount in cash based upon the undeveloped land value.
- (b) *Findings of fact.* The city council finds that:
  - (1) The preservation and development of parks, significant natural communities, features of significant historical interest, playgrounds, trails, and open space areas within the city are essential to maintaining a healthy and desirable environment for residents and persons employed within the city. The presence of parks, trails, and open space amenities also enhances the value and attractiveness of residential and commercial/industrial developments to landowners, developers, purchasers, employers, and employees. The city must not only provide for its present citizens, but it must also provide for the future.
  - (2) New developments place a burden upon the city's parks and open space system. New facilities must be developed concurrently with development in order to provide the desired level of service and the quality of the environment for all. Therefore, new developments shall be required to contribute toward the city's park system in rough proportion to the relative burden they will place upon the park system.
  - (3) The city council recognizes that the need for such parks, trails, and public open spaces is directly related to the density and intensity of population and development permitted and allowed in the city. Urban development results in increased population, increased intensity of use, and greater demands for such public areas and facilities.
  - (4) Development of land for schools, religious institutions, or other nonprofit organizations may create additional demand on the city's park and recreational land and facilities. The city may create partnerships with these organizations that foster cooperative use of school, nonprofit, and park properties for recreational activities.

(Ord. of 10-17-2007, § 8(8-1))

Sec. 66-195. - Required dedication.

(a) *Dedication of land or cash.*

- (1) Pursuant to Minn. Stats. § 462.358, subd. 2b, the city requires all subdividers, as a prerequisite to approval of a final subdivision plat or development of any land previously divided by plat, metes or bounds, or any other means, to convey to the city or dedicate to the public use for park, playground, open space, or trail, a reasonable portion of the land being platted or developed as hereinafter specified. The portions to be dedicated will be approved by the city; or in lieu thereof, the subdivider shall at the option of the city pay to the city, for use in the acquisition or development of public parks, playgrounds, or in debt retirement in connection with land previously acquired for such public purposes, an equivalent amount in cash based upon the city's fee schedule for park dedication.
- (2) The form of contribution (cash, land, or any combination thereof) shall be decided by city council based upon need and conformance with the comprehensive plan.

(b) *Administrative procedures.* The city council shall establish such administrative procedures as it may deem necessary and required to implement the provisions of this chapter.

(c) *Parks commission recommendation.*

- (1) The parks commission shall, in each case, recommend to city council the total area and location of such land that the parks commission feels should be so conveyed or dedicated within the development for the above public purposes. These recommendations shall be based on the recommendations included in the city parks, trails, and open space plan.
- (2) The parks commission shall, prior to the time that the planning commission completes its public hearings on the preliminary plat, review the preliminary plat and recommend to the planning commission the total area and location of the land the parks commission determines should be dedicated for park use. The parks commission shall present these recommendations to the planning commission and city council. In those instances where the parks commission concludes that a cash equivalency payment should be made by the applicant or owner in lieu of dedication of land, the parks commission shall recommend to the planning commission the total park dedication requirement to be paid to the city in cash as prescribed in the city fee schedule. In the event that review at a regular meeting of the parks commission would result in a delay in the review and approval process so that the time limitations of Minn. Stats. § 462.358 may not be met, the requirement of review by the parks commission may be waived by either the applicant or by city council at the time of its review of the application.

(d) *Standards for determination.*

- (1) The parks commission shall develop and recommend to city council for adoption standards and guidelines for determining which portion of each such development should reasonably be required to be conveyed or dedicated. Such standards and guidelines may take into consideration the zoning classification to be assigned to the land to be developed, the particular use proposed for such land, amenities to be provided, and factors of density and site development as proposed by the subdivider. The parks commission shall further recommend changes and amendments from time to time to such standards and guidelines to reflect changes in the usage of land which may occur, changes in zoning classification, and concepts and changes in planning and development concepts that relate to the development and usages to which land may be put.
- (2) The parks commission shall develop and recommend standards for design and construction of public parks, trails, and open space areas in the city.
- (e) *Dedicated land requirements.* Any land to be dedicated as a requirement of this chapter shall be reasonably adapted for the above public purposes. Factors used in evaluating the adequacy of proposed dedication areas shall include size, shape, topography, drainage, geology, tree cover, rare species, and other significant wildlife habitats, access, and location.
- (f) *Minimum area of dedicated land.* Subdividers shall be required to dedicate to the city for park, trail, playground, open space, and other public purposes as a minimum that percentage of net land area as set out below:
  - (1) *Residential land uses.*

Units per acre	Percentage of Land Required for Dedication in Lieu of Cash Payment
Up to 6	10 percent
6 or more	10 percent plus 1 percent for each dwelling unit (DU) over 6 units/acre

- (2) *Cash in lieu.* Cash in lieu of land payment shall be set and presented in the city fee schedule.
  - a. Metes and bounds lot splits and subdivisions which create a lot with an existing habitable residence shall have that lot excluded from any requirements for park dedication fees.
- (3)

*Review of cash in lieu maximum.* City council shall review the maximum cash in lieu of land payment annually to ensure that it remains consistent with park and trail system development costs.

- (4) *Commercial and industrial land uses.* Cash in lieu of land payment shall be set and presented in the city fee schedule.
- (5) *Schools, religious institutions, and other nonprofit organizations.* Dedication requirement shall be determined by city council based on discussion with the school district or nonprofit agency. Recommendations will be based on anticipated use of city park facilities by the school or organization, and shall consider agreements for cooperative use of school recreational facilities.
- (6) Reserved.
- (7) Reserved.
- (8) *Deviation from required dedication.* The dedication requirements based on the development's proportional share of the city park system are presumptively appropriate.
- (9) *Wetlands and ponding areas.* Existing wetlands and drainage ways accepted by the city shall not be considered in the park land contribution to the city.

(g) *Land dedication/payment of fees.*

- (1) *Land dedication.* When land is to be dedicated to satisfy the park dedication requirement, separate lots or outlots shall be indicated on the plat drawings for the area to be dedicated. Such lots or outlot shall be deeded to the city prior to the issuance of any building permits within the plat. The developer shall be responsible for finished grading, ground cover, and construction of trails in all lands to be dedicated to the city. No credit toward the required dedication shall be given for this work, except that credit for the cost of improvements to trails as approved by the city may be given.
- (2) *Cash fee.* When a cash fee is to be paid in lieu of land dedication, the payment of such fee shall be required as follows:
  - a. For residential and commercial/industrial developments, the fee shall be paid prior to the city's release of the signed final plat Mylars for recording with the county. The amount of any required cash contribution shall be calculated based on the rates established in the city fee schedule and in effect as of the date of the approval of the preliminary plat.
  - b. Park dedication is required for all newly created lots or parcels.
  - c. In plats that include outlots for future development, the subdivider may pay to the city the development's proportional share for the entire subdivision, including the outlots; or the development's proportional share excluding such outlots, providing that the park dedication requirement shall be satisfied when such outlots are replatted in which the amount of any required

cash contribution shall be based on the rates established by the city and in effect as of the date of the approval of the preliminary plat for the outlots.

(h) *Park fund.*

- (1) *Purpose.* Cash payments shall be placed by the city in a special fund and used only for the acquisition of land for parks, trails, playgrounds, public open space, development of existing park and playground sites, public open space, and debt retirement in connection with land previously acquired for public purposes.
- (2) *Annual financial report.* Each year the parks commission shall present to city council, in such detail as city council shall require, its estimate of the financial needs of the parks commission for the ensuing fiscal year.
- (3) *Gifts and donations.* The parks commission is authorized to receive gifts, devises, bequests, endowments, or other donations of money and property on behalf of the city. All monies received shall be deposited in the park fund.

(Ord. of 10-17-2007, § 8(8-2); Ord. No. 51, Second Series, 8-5-2015; Ord. No. 2023-07, § 1, 4-24-2023)

Secs. 66-196—66-213. - Reserved.

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Secs. 66-196—66-213. - Reserved.

**Parks Capital Improvement Plan  
2025-2029  
Funding Analysis**

<b>PARK ACQUISITION AND DEVELOPMENT FUND</b>	<b>Beginning Balance</b>	<b>Sources (Revenues)</b>	<b>Uses (Project Costs)</b>	<b>Ending Balance</b>
<b>2025 Beginning Balance</b>	\$97,111			
Park Dedication Fees		\$363,000		\$460,111
Park and Playground Development - Viking Meadows			\$200,000	\$260,111
<b>2025 Ending Balance</b>				\$260,111
<b>2026 Beginning Balance</b>	\$260,111			
Park Dedication Fees		\$40,000		\$300,111
Park and Playground Development - Viking Meadows			\$150,000	\$150,111
<b>2026 Ending Balance</b>				\$150,111
<b>2027 Beginning Balance</b>	\$150,111			
Park Dedication Fees		\$40,000		\$190,111
None			\$0	\$190,111
<b>2027 Ending Balance</b>				\$190,111
<b>2028 Beginning Balance</b>	\$190,111			
Park Dedication Fees		\$40,000		\$230,111
Booster West Ballfield Lights			\$350,000	-\$119,889
<b>2028 Ending Balance</b>				-\$119,889
<b>2029 Beginning Balance</b>	-\$119,889			
Park Dedication Fees		\$40,000		-\$79,889
None			\$0	-\$79,889
<b>2029 Ending Balance</b>				-\$79,889
<b>TOTAL PARK ACQUISITION AND DEVELOPMENT</b>				
<b>FUND SOURCES AND USES</b>		\$523,000	\$700,000	
<b>Park Dedication Fees- Residential</b> = \$2,000 per lot. Multifamily = \$1,500 per unit. <b>Commercial</b> = 5% of land or cash not to exceed \$2,000 per acre.				

**Parks Capital Improvement Plan  
2025-2029  
Funding Analysis**

<b>PARK CAPITAL FUND</b>	<b>Beginning Balance</b>	<b>Sources (Revenues)</b>	<b>Uses (Project Costs)</b>	<b>Ending Balance</b>
<b>2025 Beginning Balance</b>	\$42,000			
Transfer From General Fund		\$110,000		\$152,000
Bataan St Trail Segment			\$120,000	\$32,000
John Anderson Trail Connection			\$20,000	\$12,000
Misc Park Projects and Tree Planting			\$5,000	\$7,000
<b>2025 Ending Balance</b>				\$7,000
<b>2026 Beginning Balance</b>	\$7,000			
Transfer From General Fund		\$120,000		\$127,000
ZiplineBooster West			\$25,000	\$102,000
Pickleball Courts- Booster West			\$60,000	\$42,000
Concrete Bag Toss/Cornhole (4) Booster Park			\$8,000	\$34,000
Disc Golf Goals (2) Booster Park			\$1,000	\$33,000
Misc Park Projects and Tree Planting			\$5,000	\$28,000
<b>2026 Ending Balance</b>				\$28,000
<b>2027 Beginning Balance</b>	\$28,000			\$28,000
Transfer From General Fund		\$130,000		\$158,000
Pickleball Courts - Various Parks			\$90,000	\$68,000
Concrete Bag Toss/Cornhole (4) Booster Park			\$4,000	\$64,000
Disc Golf Goals (2) Booster Park			\$1,000	\$63,000
Misc Park Projects and Tree Planting			\$5,000	\$58,000
<b>2027 Ending Balance</b>				\$58,000
<b>2028 Beginning Balance</b>	\$58,000			
Transfer From General Fund		\$140,000		\$198,000
Pavement Repair - Booster East			\$90,000	\$108,000
Misc Park Projects and Tree Planting			\$5,000	\$103,000
<b>2028 Ending Balance</b>				\$103,000
<b>2029 Beginning Balance</b>	\$103,000			
Transfer From General Fund		\$150,000		\$253,000
New Park Development			\$100,000	\$153,000
Misc Park Projects and Tree Planting			\$5,000	\$148,000
<b>2029 Ending Balance</b>				\$148,000
<b>TOTAL PARK CAPITAL FUND SOURCES AND USES</b>		\$650,000	\$544,000	

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