

**AGENDA**  
**CITY OF DAYTON, MINNESOTA**  
**12260 So. Diamond Lake Road, Dayton, MN 55327**  
**Tuesday, May 7, 2024**  
**REGULAR MEETING OF THE PARKS COMMISSION: 6:30 P.M.**

**To Participate in the Meeting, Please see [www.cityofdaytonmn.com](http://www.cityofdaytonmn.com) Calendar for Zoom Invitation.**

6:30      **CALL TO ORDER**  
            **PLEDGE OF ALLEGIANCE**

6:30      **APPROVAL OF AGENDA**

6:30      **CONSENT AGENDA**      *These routine or previously discussed items are enacted with one motion. Minutes can be approved by those absent from meeting.*

A.    Approval of Park Commission Minutes from April 2, 2024

6:35      **OPEN FORUM**      *Limited to 3 minutes for non-agenda items; state your name and address; No action will be taken and items will be referred back to staff and/or Council.*

**COUNCIL UPDATE**

**REGULAR MEETING**

6:40                      B.    Veterans Park Discussion

6:55                      C.    Potential Park Land Acquisition Discussion

7:10                      D.    Elsie Stephens Park Signage Recommendation

7:30                      E.    Construction Plans Update

**NOTICES AND ANNOUNCEMENTS**

F.    Next Park Commission Meeting  
         Parks meeting date to be discussed

8:00      **ADJOURNMENT**

The City of Dayton's mission is to promote a thriving community and to provide residents with a safe and pleasant place to live while preserving our rural character, creating connections to our natural resources, and providing customer service that is efficient, fiscally responsible, and responsive.

**MINUTES OF THE APRIL 2, 2024 PARKS COMMISSION MEETING**  
**CITY OF DAYTON, MINNESOTA**

**I. CALL TO ORDER at 6:30 PM**

Present: Doug Baines, Brad Cole, John Knutson, Keri Lingard, and David Pikal

Absent:

City Council Member Present: Matt Trost

Also in attendance: Public Works Superintendent, Marty Farrell; Activity Center Coordinator, Danielle Higgins

**II. PLEDGE OF ALLEGIANCE**

**III. APPROVAL OF AGENDA**

**MOTION:** Lingard motioned, seconded by Pikal, to approve the agenda as presented. Motion carried unanimously.

**IV. CONSENT AGENDA**

A. Approval of Park Commission Minutes from March 4, 2024.

**MOTION:** Pikal motioned, seconded by Lingard to approve the consent agenda as presented. Motion carried unanimously.

**V. OPEN FORUM**

No one was present for open forum.

**VI. COUNCIL UPDATE**

Trost updated the Commission on Council items. Trost stated that Council spent about an hour and a half discussing parks.

**VII. REGULAR MEETING**

B. Open House Discussion

Higgins came forward and gave a quick update on her first event prior to updating the Commission on the Open House. The Easter Egg Hunt had approximately 600-650 people in attendance. There was a coloring contest.

The Easter Bunny took pictures with the children. The event was an overall success.

Higgins stated that the following groups will be represented at the Open House: Fire Department, Police Department, Public Works/Parks/Utilities/ Streets, Engineering, Recreation Department, Finance, Elections, West Metro Water Alliance, U o M Turfgrass Irrigation, Park Commission, Republic Services, EDA, Planning Commission, City Council, Mounted Patrol, City Tree Inspector, Care Resource Connections, Elevate Hennepin, and Girl Scout Troop (selling lemonade to fundraise).

### C. Playground Design Discussion

Farrell stated that there have been some changes, due to the budget. In the Area 21 Park, there will be a double pickle ball court, a full basketball court with four goals, a sand volleyball court, some playground equipment, a shelter, and an informal soccer field. For this park, there is a budget for \$500,000 for 2024 and an additional \$600,000 for 2026. This project is approximately \$200,000 over budget. The contingency fee has been reduced from 20% to 10%, which will save approximately 100,000. Farrell stated that he applied for a \$100,000 playground equipment grant yesterday. Farrell also stated that Council would also be willing to allow us to “borrow” from the 2026 funding.

Farrell shared the neighborhood meeting resident amenities preferences. Farrell also shared some potential layouts and some examples of the playground equipment.

Farrell shared the plans for Lone Gardens. This will be a very simple design. The playground equipment is already there. A seating area will be added along with some irrigation and landscaping. The budget for this park is \$80,000. It is about \$3,000 over budget, but anticipated that the contingency will not be fully used.

Farrell stated that Elsie Stephens has changed quite a lot since the Commissioners have seen it. Farrell shared the plans and stated that they are under budget. The canvas “roof” may change. Farrell explained the possibility of using “alternates” as a way of adding to the project, if the funding becomes available.

The conversation shifted to honoring Win Stephens.

Farrell stated that the bid documentation will be ready on June 4, 2024. The bids will go out on June 11, 2024. Construction will likely start on or about July 17, 2024.

## **VIII. NOTICES AND ANNOUNCEMENTS**

- D. Next Park Commission Meeting is scheduled for May 7, 2024.
- E. Baines stated that he has received an enormous amount of pressure in the past two weeks for a pickle ball court in Rivers Bend Park. Trost stated that \$106,000 will take care of it.
- F. Knutson brought up the fact that the Commission has talked about a “clean-up day” for the parks. Higgins stated that she sent an email to the local HOA’s and requested that they forward it to their contacts. The Saturday that follows Earth Day (April 27, 2024) is the day that they agreed to get together and focus on cleaning up the local parks and trails. Higgins has agreed to be the contact for picking up the trash bags. Knutson requested that this information be posted on the City’s website.

## **IX. ADJOURNMENT**

**MOTION:** Pikal motioned, seconded by Knutson, to adjourn the meeting at 7:28 p.m. Motion carried.

Respectfully submitted,

Sandra Major, Recording Secretary  
*TimeSaver Off Site Secretarial, Inc.*

**PRESENTER:** Marty Farrell

**ITEM:** Veterans Park

**PREPARED BY:** Marty Farrell

**POLICY DECISION / ACTION TO BE CONSIDERED:** Discussion of locations and design of Veterans Park.

**BACKGROUND:** At the April 2 2024 Park Commission meeting Chairman Baines wished to discuss the possibility of having a Veterans Park in the City of Dayton, Staff have added it to the May 7 2024 Agenda as a discussion item to get feedback, on the Park Commissions Vision for this project.

There has been some discussion between Staff and the Magnus Foundation regarding a Veterans Park that they are currently proposing on their property.

**CRITICAL ISSUES:** N/A

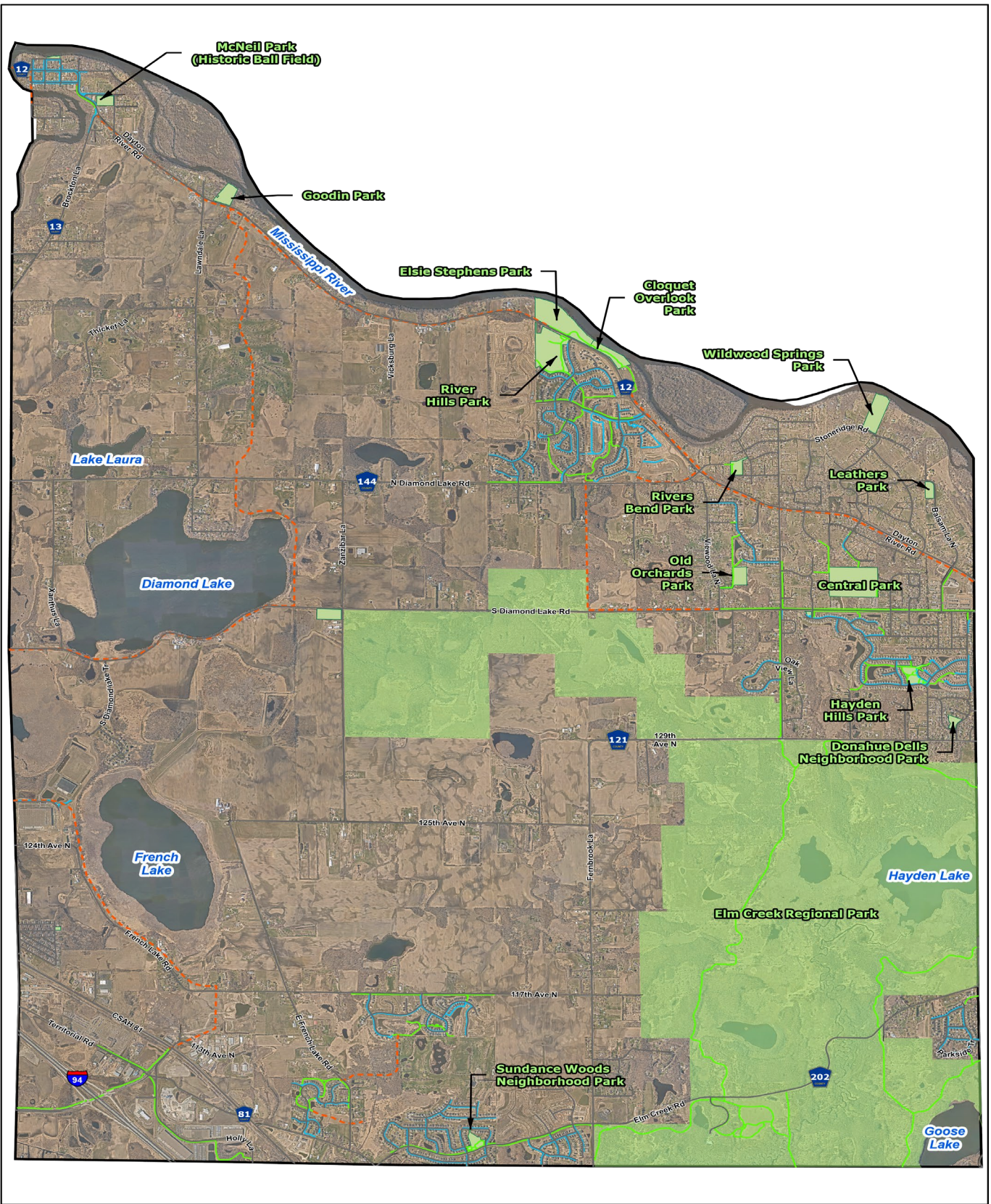
**BUDGET IMPACT:** None.

**RECOMMENDATION:** None.

**ATTACHMENT(S):** Park and Trails Map



Path: V:\2277\resources\GIS\Dayton\parks\_and\_trails\parks\_and\_trails.aprx



3,500 1,750 0 3,500  
Feet

### Legend

- Sidewalk - Existing
- Trail - Existing
- - - Trail - Proposed
- Parks
- Elm Creek Regional Park
- Municipal Boundary
- Roads

**PRESENTER:** Marty Farrell

**ITEM:** Potential Park Land Acquisition Discussion

**PREPARED BY:** Marty Farrell

**POLICY DECISION / ACTION TO BE CONSIDERED:** Discussion of potential land acquisitions for nature trails.

**BACKGROUND:** Staff have become aware of an opportunity to acquire 2 adjoining parcels of land totaling nearly 63 acres, one currently owned by a HOA (Highlighted in Blue) and one owned by a developer. The properties are predominantly wet lands. There is currently a 3<sup>rd</sup> parcel that is for sale that Staff are considering purchasing for a potential road realignment and development project.

Acquisition of this land would open up opportunities to access the Three Rivers Park Rush Creek Regional Trail to the South, which TRPD has been purchasing land for in this area, and includes a tunnel under Fernbrook Lane, into the Park Reserve and access to the Medicine Lake Regional Trail. And the Diamond Lake regional Trail to the North.

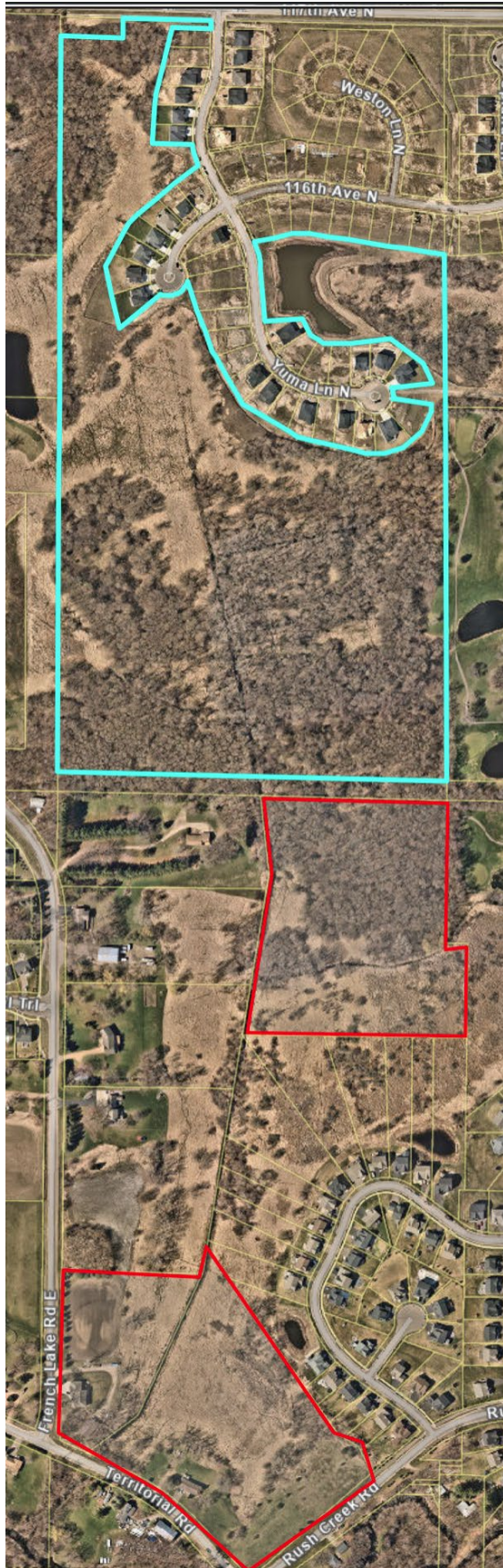
**CRITICAL ISSUES:** N/A

**BUDGET IMPACT:** N/A

**RECOMMENDATION:** N/A

**ATTACHMENT(S):** Proposed parcels for acquisition.







**PRESENTER:** Marty Farrell

**ITEM:** Elsie Stephens Park Signage recommendation

**PREPARED BY:** Marty Farrell

**POLICY DECISION / ACTION TO BE CONSIDERED:** Discussion and recommendation of Sign style and Location for Elsie Stephens Park.

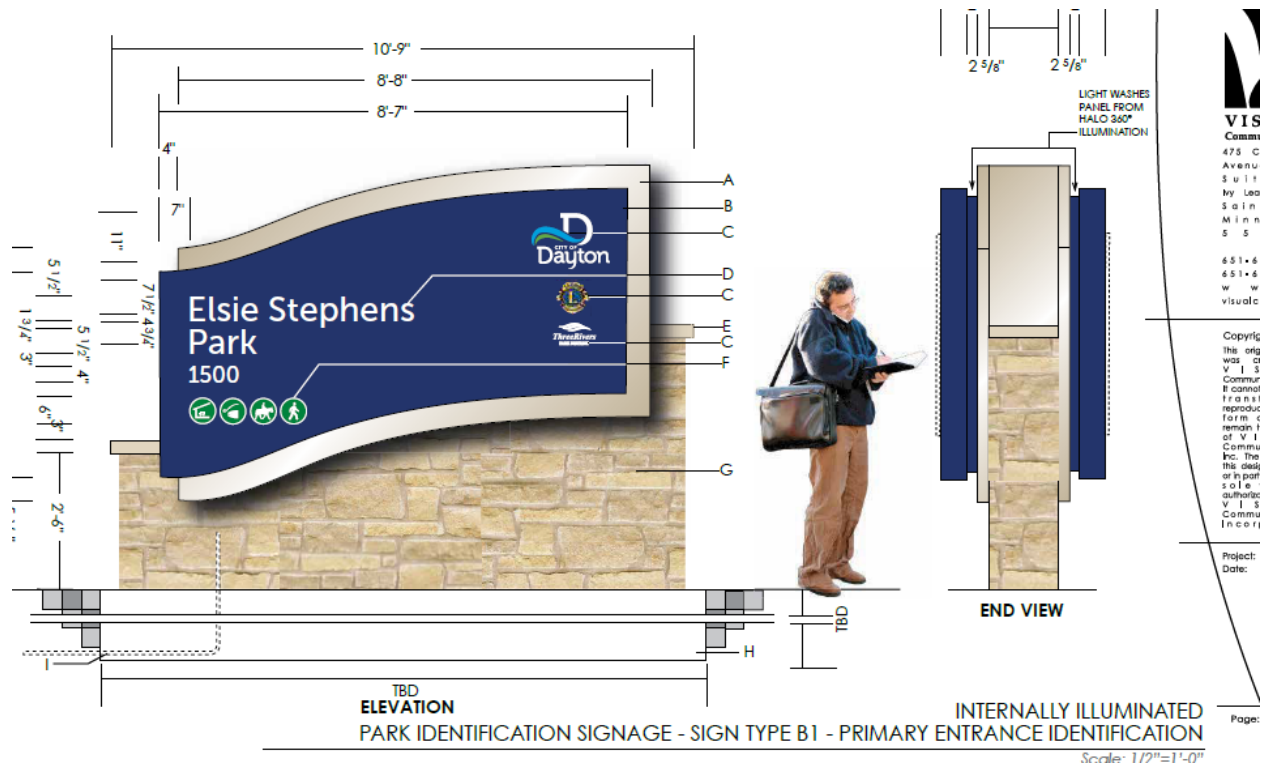
**BACKGROUND:** Staff has identified \$40,000 for installation of main signage for Elsie Stephens Park in the CIP. Staff worked with a design consultant to develop a comprehensive signage system for the City and identified specific main entrance signage for Dayton's Parks. Staff would like a recommendation from the Parks Commission identifying appropriate signage and location for the Main Entrance to Elsie Stephens Park.

**CRITICAL ISSUES:** N/A

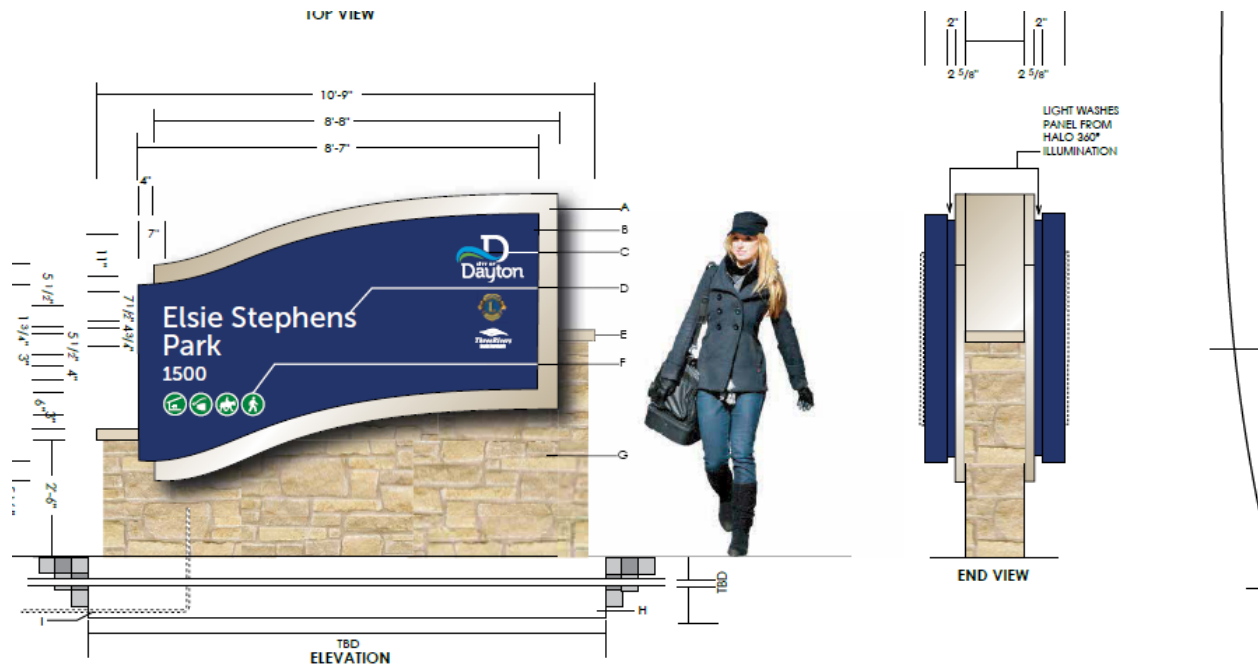
**BUDGET IMPACT:** \$40,000 Identified in the City CIP

**RECOMMENDATION:** N/A

**ATTACHMENT(S):** Approved signage styles for Parks, potential location shots



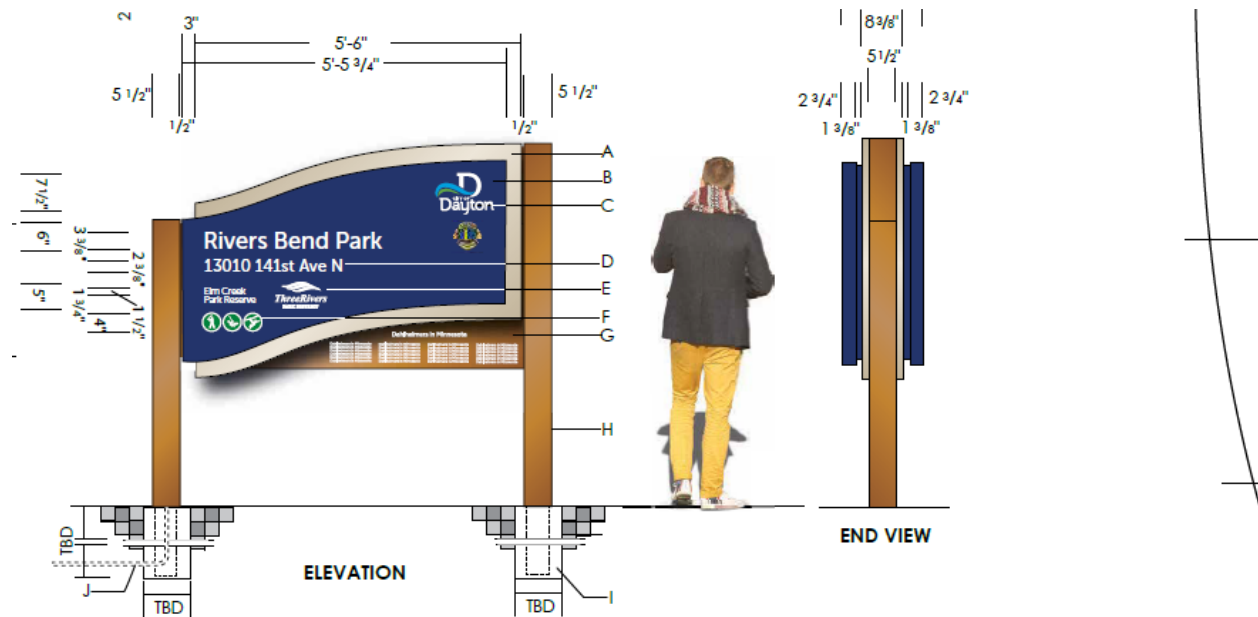
LANDSCAPING



INTERNALLY ILLUMINATED  
PARK IDENTIFICATION SIGNAGE - SIGN TYPE B2 - SECONDARY ENTRANCE IDENTIFICATION  
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**LANDSCAPING**



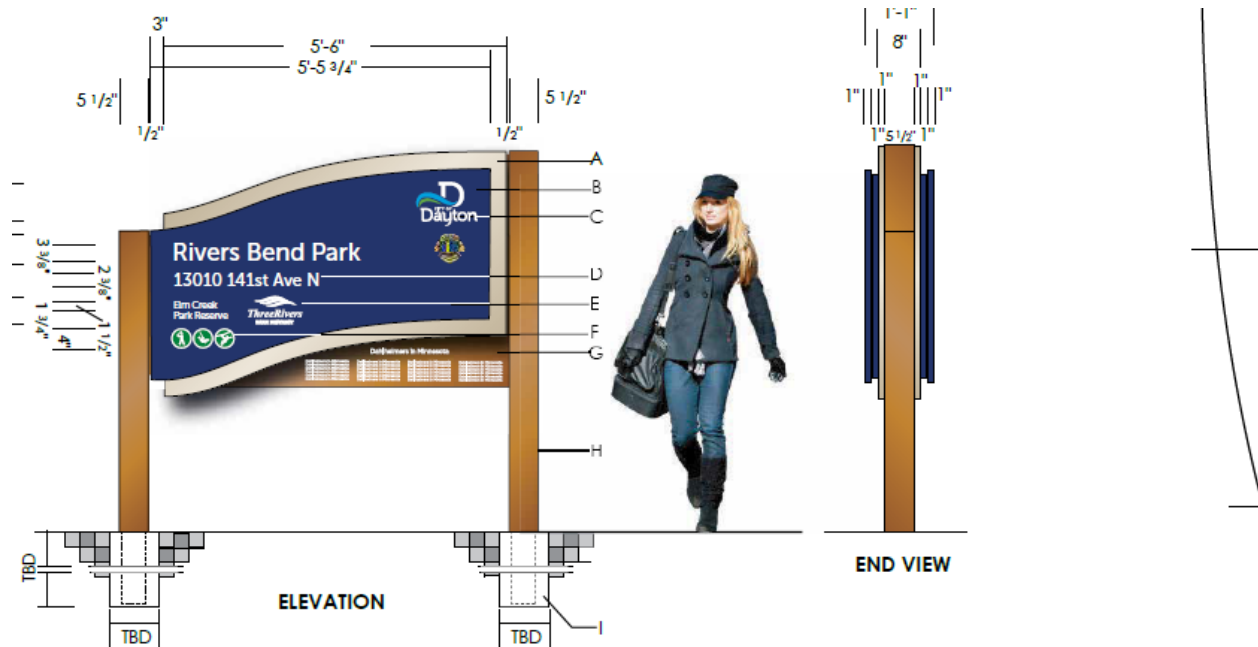
INTERNALLY ILLUMINATED  
PARK IDENTIFICATION SIGNAGE - SIGN TYPE B3 - TERTIARY ENTRANCE IDENTIFICATION

Scale: 1/2"=1'-0"



LANDSCAPING





NON-ILLUMINATED  
PARK IDENTIFICATION SIGNAGE - SIGN TYPE B3.1 - TERTIARY ENTRANCE IDENTIFICATION

Scale: 1/2"=1'-0"



## LANDSCAPING



