#### **AGENDA**

#### **CITY OF DAYTON, MINNESOTA**

#### 12260 So. Diamond Lake Road, Dayton, MN 55327 Tuesday, January 7, 2025

#### REGULAR MEETING OF THE PARKS COMMISSION: 6:30 P.M.

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 December 3rd, 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
	STAFF UPDATE
	REGULAR MEETING
6:45	B. Tree USA Update: John Knutson
7:00	C. Ione Gardens, Pineview Meadows Trail Update
7:30	D Park Commission Goal Setting and Prioritization for 2025 Discussion
	NOTICES AND ANNOUNCEMENTS
	Next Park Commission Meeting: Tuesday, February 4th, 2025
8:00	<u>ADJOURNMENT</u>

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 DECEMBER 3, 2024 PARKS COMMISSION MEETING CITY OF DAYTON, MINNESOTA

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

Present: David Pikal, Kaia Chambers, John Knutson, and Keri Lingard

Absent: Brad Cole

City Council Member Present: Matt Trost

Also in attendance: Public Works Superintendent, Marty Farrell

#### II. PLEDGE OF ALLEGIANCE

#### III. APPROVAL OF AGENDA

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

#### IV. CONSENT AGENDA

A. Approval of Park Commission Minutes from October 1, 2024, and November 4, 2024

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

#### V. OPEN FORUM

No one was present for open forum.

Farrell stated that the technology failed, so the meeting is not open online.

#### VI. COUNCIL UPDATE

Trost stated that there are no major City Council updates. The Council has been working primarily on the 2025 budget.

#### VII. COUNCIL UPDATE

Farrell stated that the Elsie Stephens Master Plan Proposal document is ready. Doud has made a few alterations, but it will go out this week. The hope is to have

a response by the end of December or early January and have the contract awarded by early February.

Farrell stated that Mayor Fisher had spoken to him about some resident feedback items. Several requests have been made for a full-size basketball court and movable soccer goals in neighborhood parks.

Farrell stated that the goals are about \$3,000 each.

Farrell stated that the Territorial trail segment will link into the Rush Creek trail that Three Rivers Park District. There have been some high-level discussions with a developer. There has been no commitment yet, but serious consideration is being given to the proposal.

Farrell stated that Stantec has been talking to the County about what should be done regarding a crossing on North Diamond Lake Road for the trail from Berkshire Lane into Pineview Meadows. The suggestion is to put it as far to the west as possible with a split median.

Pikal asked if Fisher indicated which parks the resident feedback suggested for the full court basketball courts. The answer is no.

Pikal asked for a Leathers Park update. Farrell stated that Leathers Park has been sprayed, and it needs to be mowed again, and it will be re-seeded in the spring.

Additional discussion ensued.

Knutson stated that he adopted one park and asked if any of the others have been adopted.

Farrell stated that there have been a few inquiries, but none have been finalized. Someone from the Knights of Columbus has reached out. There are four parks that have potential to be adopted soon. The Heritage Foundation is interested in adopting Elsie Stephens Park.

#### VIII. REGULAR MEETING

B. Park Improvement Project 2024/2025 Design Development

Paul Kanga came forward to give a presentation. Kanga stated that there are three parks included in the 2024/2025 Park Improvement Program. Primarily tonight's presentation will focus on PSA 21.

Kanga stated that the bridge project is a stand-alone project. There is a contractor for the project, and the bridge will be implemented this winter. The reason for building it in the winter is because the gully is expected to not have as much flow during the winter months. Additionally, the contractor was happy to have a project to work on during the winter, which produced good pricing.

Kanga stated that the irrigation project was bid as part of a five-park package, and Elsie Stephen's Park was one of the five. The irrigation will be implemented primarily next spring. The project is comprised of two different contracts: 1) the wells; and 2) the irrigation.

Kanga stated that Phase 3 for Elsie Stephens Park includes some stage enhancements, some additional seating, a decorative gate at the historic entrance, new signage matching the City's standards at the new entrance, and a new picnic shelter area.

Kanga stated that the parking lot is being proposed as an alternate that is priced separately and be bid as an alternate so that it can be accepted or declined, depending on how the bids come in. Kanga presented several drawings that contained a lot of detail.

The Parks Commissioners discussed the proposals that Kanga presented. The discussion shifted to sponsorship for items.

Lingard suggested the use of cauldrons rather than a huge fireplace, and she shared a picture with the Commissioners.

Chambers brought up the fact that it is important to include some kid-friendly space near the adult-friendly activities.

The discussion shifted to public restrooms and the need for a baby changing station. Additional discussion was centered on the potential of a nice bandshell v/s a canvas shade sail.

There was consensus to eliminate the permanent cornhole sets.

Lingard reminded the Commission that there is a significant number of residents who are pre-children and post-children, so there needs to be a reasonable focus on activities that will engage them.

The discussion shifted to budget constrictions and which items bring the most bang for the buck.

There was consensus to have the fire cauldrons v/s a seating wall.

Lingard stated that she's in the minority because she doesn't believe all the money should be spent on the bandshell. Lingard stated that a parking lot is very important.

Additional discussion ensued.

Kanga projected an image that showed a yellow circle and a red circle. The red circle represented the potential bandshell. The yellow circle was close to the proposed parking area.

Pikal would like to focus on parking, some fire caldrons, playground equipment, and a better picnic shelter.

The discussion turned to the fact that if Elsie Stephens is considered a "premier park," then the picnic shelter needs to be more aesthetically pleasing.

Kanga asked Trost how he believes the City Council will respond to the Parks Commission's recommendation of focusing on something other than the bandshell. The answer was not well.

Lingard stated that the Parks Commission is supposed to recommend what we think is best, not what we think the City Council wants.

Kanga moved on to Area 21 Park and stated that the park needs to be renamed. Kanga stated that there will be approximately two times additional land added to the park from the south that will be considered Phase II. Currently, the City does not own the land.

Kanga stated that the park includes a full-size soccer field/open play area, parking, a double pickle ball court, a full-size basketball court with four basketball goals, a sand volleyball court, a playground area, a 16' X 16' picnic shelter, and a loop of trails that can ultimately be connected to Phase II.

Chambers suggested the addition of a community bulletin board in the park. Knutson agreed and stated that it will foster a sense of community.

The discussion shifted to color pallets for the parks in general and the potential for cohesiveness.

Farrell stated that the City was able to obtain a \$100,000 grant from the Hennepin County Youth for the playground equipment.

Trost stated that the trails will come from a different budget.

Overall, the Parks Commission approved the proposal for the park.

#### IX. NOTICES AND ANNOUNCEMENTS

C. Next Park Commission Meeting January 7, 2024.

Farrell asked if there is anything that the Commissioners would like to see on the next agenda, and he asked if everyone is available for the January 7<sup>th</sup> Meeting.

Farrell suggested that the park bench pricing should go on the next agenda.

Knutson stated that he'd like an update on Dayton becoming a Tree City.

Farrell stated that there may be an RFP prepared by the January 7<sup>th</sup> Meeting.

### D. Activity Center Position

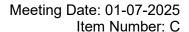
Farrell stated that there is a new hire for the position of Activity Center. Coordinator Ashlee will start on Monday and work 20 hours per week.

#### X. ADJOURNMENT

**MOTION:** Lingard motioned, seconded by Chambers, to adjourn the meeting at 8:18 p.m. Motion carried.

Respectfully submitted,

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





PRESENTER: Jason Quisberg

ITEM: Ione Gardens, Pineview Meadows trail presentation.

PREPARED BY: Jason Quisberg

POLICY DECISION / ACTION TO BE CONSIDERED: Next steps

**BACKGROUND:** The Parks commission identified and prioritized trail segments for construction. One of those segments was a connection between lone Gardens and Pineview Meadows along North Diamond Lake Road which would provide connectivity to Pineview Lane and into Elm Creek Park.

CRITICAL ISSUES: Part of Park Commission Trail prioritization for 2025

**BUDGET IMPACT:** Trail Fund Balance December 2024 \$2,895,529

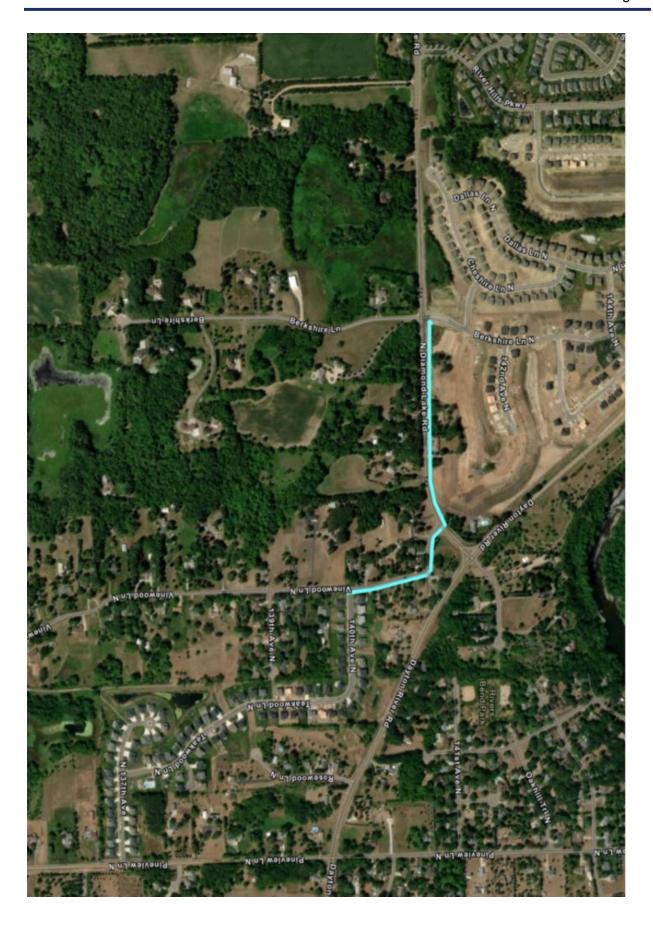
**RECOMMENDATION:** None.

ATTACHMENT(S): City Trail Map and trail segment being considered, Trail CIP snippet.

# **City Trail Map**







#### City of Dayton, Minnesota Capital Improvement Plan - Park Trail Development Fund 408 Schedule of Planned Capital Outlay 2024 to 2034

Department	Paid By	Replacen Year	ect Background Item	Cost	Esti		2025 Estimated Amounts	2026 Estimated Amounts
Parks and Recreation	City	2025	Trail on North Diamond Lake Rd from Berkshire to Vinewood to 140th Ave	\$ 900,000	\$	- \$	900,000 \$	-
Parks and Recreation	Fed Grant/NPS/City	2025	Water Trails Construction Phase 1	1,600,000		-	1,600,000	-
Parks and Recreation	City/TRPD (20/80)	2026	Water Trails Construction Phase 2	2,000,000		-	-	2,000,000
Parks and Recreation	City	2026	Trail on Territorial Road from Territorial Trail to Rush Creek Parkway	830,000		-	-	830,000
Parks and Recreation	City	2027	Water Trails Construction Phase 3	250,000		-	-	-
Parks and Recreation	City	2028	Pineview Ln Trail (137th-Dayton River Rd)	325,000		-	-	-
Parks and Recreation	City	2028	Trail along Fernbrook Ln from Rush Creek Pkwy. To 3 Rivers underpass	180,000		-	-	-
Parks and Recreation	County/TRPD (50/50)	2028	Trail Extension along DRR from Balsam to Donnie Galloway Park in Champlin	410,000		-	-	-
Parks and Recreation	County/TRPD (50/50)	2029	Trail Extension along DRR from 142nd Ave to Cloquet Overlook Park	1,090,000		-	-	-
					\$	- \$	2,500,000 \$	2,830,000

### City of Dayton, Minnesota Capital Improvement Plan - Park Trail Development Fund 408 Schedule of Projected Revenue, Expenditures and Debt

	2023	2024	2025	2026
Project Background	Actual Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
Revenues				
Property taxes	\$ -	\$ -	\$ -	\$ - !
Charges for service (50% of 200 unit assumption; reduction to account for credits for "developer paid" projects; annual increase in rate charged to developers)	149,128	279,600	293,580	314,131
Interest on investments	122,674	2,636	2,919	2,065
Contributions and Donations			1,350,000	1,600,000
Total Revenues	271,802	282,236	1,646,499	1,916,196
Expenditures				
Capital outlay				
Parks and recreation	61,499	-	2,500,000	2,830,000
Total Expenditures	61,499	-	2,500,000	2,830,000
Excess (Deficiency) of Revenues				
Over (Under) Expenditures	210,304	282,236	(853,501)	(913,804)
Other Financing Sources				
Transfers in				
Proceeds from sale of capital asset		-		-
Transfers out	-	-	-	-
Total Other Financing Sources			-	-
Net Change in Cash Balances	210,304	282,236	(853,501)	(913,804)
Cash Balances January 1	2,426,164	2,636,467	2,918,703	2,065,202
Cash Balances, December 31	\$ 2,636,467	\$ 2,918,703	\$ 2,065,202	\$ 1,151,398
Park Trail Dedication Rate per Unit Assumption	\$ 2,663	\$ 2,796	\$ 2,936	\$ 3,141





**PRESENTER:** Marty Farrell

ITEM: Park Commission Goal Setting and Prioritization for 2025 discussion

PREPARED BY: Marty Farrell

POLICY DECISION / ACTION TO BE CONSIDERED: None.

**BACKGROUND:** Staff would like guidance on the Park Commissions goals for 2025 specifically and longer term projects. There are several projects slated for completion in 2025, Park Improvement projects from 2024, Park Irrigation, Elsie Stephens, North pedestrian bridge.

**CRITICAL ISSUES: None** 

**BUDGET IMPACT:** December 2024 Fund balances, Parks \$3,151,773 (\$1,150,000 earmarked for purchase of Community Park Land) Trails \$2,895,529.

**RECOMMENDATION:** None.

ATTACHMENT(S): Park and trail CIP Snippets for 2025 and 2026.

City of Dayton, Minnesota
Capital Improvement Plan - Park Development Fund 404
Schedule of Planned Capital Outlay 2024 to 2034

						2024	2025		2026
		Replacement			Es	timated	Estimat	ed l	Estimated
Department	Paid By	Year	Item	Cost	Ar	nounts	Amoun	ts	Amounts
Parks and Recreation	City/CDAA/HYSP	2024	Batting Cages McNeil Park	\$ 25,000	\$	25,000	\$	- \$	-
Parks and Recreation	City/CDAA	2024	Shade/Shelter for Riversbend Park	25,000		25,000		-	-
Parks and Recreation	City/CDAA	All	Trash and Recycling Containers for Various Parks	Various		15,000	1	5,000	15,000
Parks and Recreation	City/CDAA	2025	Shade/Shelter for McNeil Park	25,000		-	2	5,000	-
					\$	65,000	\$ 40	,000 \$	15,000

City of Dayton, Minnesota Capital Improvement Plan - Park Development Fund 404 Schedule of Projected Revenue, Expenditures and Debt

		2023	2024	2025	2026	2027
		Actual	Estimated	Estimated	Estimated	Estimated
	Aı	mounts	Amounts	Amounts	Amounts	Amounts
Revenues						
Property taxes	\$	- \$	\$ -	\$ -	\$ -	\$ - :
Charges for service		-	-	-	-	-
Interest on investments		8,707	167	118	88	78
Contributions and donations		17,009	15,000	10,000	5,000	5,000
Total Revenues		25,716	15,167	10,118	5,088	5,078
Expenditures						
Capital outlay						
Parks and recreation		48,360	65,000	40,000	15,000	-
Total Expenditures		48,360	65,000	40,000	15,000	-
Excess (Deficiency) of Revenues						
Over (Under) Expenditures		(22,644)	(49,833)	(29,882)	(9,912)	5,078
Other Financing Sources						
Transfers in		-	-	-	-	-
Proceeds from sale of capital asset		-	-	-	-	-
Transfers out		-			-	-
Total Other Financing Sources		-	-	-	-	-
Net Change in Cash Balances		(22,644)	(49,833)	(29,882)	(9,912)	5,078
Cash Balances January 1		190,073	167,429	117,596	87,714	77,802
Cash Balances, December 31	\$	167,429	\$ 117,596	\$ 87,714	\$ 77,802	\$ 82,880

City of Dayton, Minnesota Capital Improvement Plan - Park Dedication Fund 405 Schedule of Planned Capital Outlay 2024 to 2034

Danastmant	Doid Dv	Replacement		Cont	2024 stimated	2025 Estimated	2026 Estimated
Department	Paid By	Year	Item	Cost	 Amounts	Amounts	Amounts
Parks and Recreation	City/CDAA	All	Purchase land for Community Park	Various	\$ 150,000	\$ 150,000	\$ 150,000
Parks and Recreation	City	2025	Brayburn Trails/Sundance Neighborhood Park Phase 1	1,000,000	-	1,000,000	-
Parks and Recreation	City	2025	Ione Gardens/Cypress Cove Park Improvements	100,000	-	100,000	-
Parks and Recreation	City	2025	Stephens Farm Phase 3	750,000	-	750,000	-
Parks and Recreation	City	2026	Brayburn Trails/Sundance Neighborhood Park Phase 2	200,000	-	-	200,000
Parks and Recreation	City	2026	Stephens Farm Phase 4	1,000,000	-	-	1,000,000
Parks and Recreation	City	2028	Stephens Farm Phase 5	5,000,000	-	-	-
Parks and Recreation	City/CDAA	2029	Construction of Community Park Phase 1	2,000,000	-	-	-
Parks and Recreation	City/CDAA	2030	Construction of Community Park Phase 2	2,000,000	-	-	
Parks and Recreation	City	2031	Splash Pad	450,000	-	-	-
					\$ 150,000	\$ 2,000,000	\$ 1,350,000

City of Dayton, Minnesota Capital Improvement Plan - Park Dedication Fund 405 Schedule of Projected Revenue, Expenditures and Debt

•		2023 Actual Amounts		2024 Estimated Amounts		2025 Estimated Amounts	2026 Estimated Amounts
Revenues	\$		\$		•	- \$	
Property taxes Charges for service (200 units, annual increase in rate charged to developers)	Ф	632,230	Ф	899,400	Ф	944,370	1,010,476
Interest on investments		108,568		2,593		3,345	2,293
Intergovernmental		50,000		2,393		3,343	2,293
Contributions and donations		50,000					
Total Revenues		790,798		901,993		947,715	1,012,769
Expenditures Capital outlay							
Parks and recreation		69,967		150,000		2,000,000	1,350,000
Total Expenditures		69,967		150,000		2,000,000	1,350,000
Excess (Deficiency) of Revenues Over (Under) Expenditures		720,831		751,993		(1,052,285)	(337,231)
Other Financing Sources							
Transfers in		-		-		-	-
Proceeds from sale of capital assets		-		-		-	-
Transfers out Total Other Financing Sources	_	-		<u> </u>			-
Net Change in Cash Balances		720,831		751,993		(1,052,285)	(337,231)
Cash Balances January 1		1,872,424		2,593,255		3,345,248	2,292,963
Cash Balances, December 31	\$	2,593,255	\$	3,345,248	\$	2,292,963 \$	1,955,732
Park Dedication Rate per Unit Assumption	\$	4,283	\$	4,497	\$	4,722 \$	5,052

# City of Dayton, Minnesota Capital Improvement Plan - Park Capital Replacement Fund 406 Schedule of Planned Capital Outlay 2024 to 2034

							2024		2025		2026		2027
		Replacement				·	Estimated		Estimated	E	stimated	Es	timated
Department	Paid By	Year	Item		Cost		Amounts		Amounts	A	mounts	Ar	mounts
Parks and Recreation	City	2027	Replace Structures at Cloquet Overlook Park	\$	250.000		\$	- \$		\$	- :	\$	250,000
Parks and Recreation	City	2033	Replace Playground Equipment at McNeil Park	•	250,000			. *	-	*	-	*	-
Parks and Recreation	City	2034	Replace Playground Equipment at Cloquet Overlook		250,000		-		-		-		-
Parks and Recreation	City	2034	Replace Playground Equipment at Riversbend Park		250,000		-				-		-
						,	\$	- \$	-	\$	-	\$	250,000

#### City of Dayton, Minnesota Capital Improvement Plan - Park Capital Replacement Fund 406 Schedule of Projected Revenue, Expenditures and Debt

Davasasa		2023 Actual mounts		2024 Estimated Amounts	Est	2025 cimated nounts	2026 Estimated Amounts
Revenues Property taxes	\$	30,000	•	30,000	¢.	45,000	\$ 60,000
Charges for service	Ф	30,000	Ф		Ф	45,000	\$ 60,000
Interest on investments		2,035		(1,344)			-
Contributions and donations		2,033		(1,344)		(106)	•
Total Revenues		22.025		20.656		44 904	60,000
Total Revenues	_	32,035		28,656		44,894	60,000
Expenditures							
Capital outlay							
Parks and Recreation		195,927		-		-	-
Total Expenditures	=	195,927		-		-	-
Excess (Deficiency) of Revenues							
Over (Under) Expenditures		(163,892)		28,656		44,894	60,000
Other Financing Sources							
Transfers in				-		-	-
Proceeds from sale of capital asset		-		-		-	-
Transfers out				-		-	-
Total Other Financing Sources	=	-		-		-	-
Net Change in Cash Balances		(163,892)		28,656		44,894	60,000
Cash Balances January 1		29,542		(134,350)		(105,694)	(60,800)
Cash Balances, December 31	\$	(134,350)	\$	(105,694)	\$	(60,800)	\$ (800)

#### City of Dayton, Minnesota Capital Improvement Plan - Park Trail Development Fund 408 Schedule of Planned Capital Outlay 2024 to 2034

					2	024	2025	2026
		Replacement			Esti	mated	Estimated	Estimated
Department	Paid By	Year	Item	Cost	Am	ounts	Amounts	Amounts
Parks and Recreation	City	2025	Trail on North Diamond Lake Rd from Berkshire to Vinewood to 140th Ave	\$ 900,000	\$	- \$	900,000	\$ -
Parks and Recreation	Fed Grant/NPS/City	2025	Water Trails Construction Phase 1	1,600,000		-	1,600,000	-
Parks and Recreation	City/TRPD (20/80)	2026	Water Trails Construction Phase 2	2,000,000		-	-	2,000,000
Parks and Recreation	City	2026	Trail on Territorial Road from Territorial Trail to Rush Creek Parkway	830,000		-	-	830,000
Parks and Recreation	City	2027	Water Trails Construction Phase 3	250,000		-	-	-
Parks and Recreation	City	2028	Pineview Ln Trail (137th-Dayton River Rd)	325,000		-	-	-
Parks and Recreation	City	2028	Trail along Fernbrook Ln from Rush Creek Pkwy. To 3 Rivers underpass	180,000		-	-	-
Parks and Recreation	County/TRPD (50/50)	2028	Trail Extension along DRR from Balsam to Donnie Galloway Park in Champlin	410,000		-	-	-
Parks and Recreation	County/TRPD (50/50)	2029	Trail Extension along DRR from 142nd Ave to Cloquet Overlook Park	1,090,000		-	-	-
					\$	- \$	2,500,000	\$ 2,830,000

## City of Dayton, Minnesota Capital Improvement Plan - Park Trail Development Fund 408 Schedule of Projected Revenue, Expenditures and Debt

		2023	2024	2025	2026
		Actual	Estimated	Estimated	Estimated
		Amounts	Amounts	Amounts	Amounts
Revenues					
Property taxes	\$	- \$	*	-	
Charges for service (50% of 200 unit assumption; reduction to account for credits for "developer paid" projects; annual increase in rate charged to developers)		149,128	279,600	293,580	314,131
Interest on investments		122,674	2,636	2,919	2,065
Contributions and Donations		-	-	1,350,000	1,600,000
Total Revenues	_	271,802	282,236	1,646,499	1,916,196
Expenditures					
Capital outlay					
Parks and recreation		61,499	-	2,500,000	2,830,000
Total Expenditures		61,499	-	2,500,000	2,830,000
Excess (Deficiency) of Revenues					
Over (Under) Expenditures		210,304	282,236	(853,501)	(913,804)
Other Financing Sources					
Transfers in		-		-	
Proceeds from sale of capital asset		-	-	-	-
Transfers out		-	-	-	-
Total Other Financing Sources		-	-		-
Net Change in Cash Balances		210,304	282,236	(853,501)	(913,804)
Cash Balances January 1		2,426,164	2,636,467	2,918,703	2,065,202
Cash Balances, December 31	\$	2,636,467 \$	2,918,703 \$	2,065,202	\$ 1,151,398
Park Trail Dedication Rate per Unit Assumption	\$	2,663 \$	2,796 \$	2,936	\$ 3,141