

**AGENDA**  
**CITY OF DAYTON, MINNESOTA**  
**12260 So. Diamond Lake Road, Dayton, MN 55327**  
**Monday, March 2, 2020**  
**REGULAR MEETING OF THE PARKS COMMISSION: 6:30 P.M.**

- 6:30 I **CALL TO ORDER**
- 6:30 II **PLEDGE OF ALLEGIANCE**
- 6:30 III **APPROVAL OF AGENDA**
- 6:30 IV **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 02-04-2020
- 6:35 V **OPEN FORUM** *is limited to 3 minutes for non-agenda items; state your name and address; No Commission Action will be taken and items will be referred back to staff*
- VI **STAFF UPDATE**
- VII **REGULAR MEETING**
- 6:35 B. Park Amenities Discussion
- 7:00 C. Parks and Trails Chapter Review
- 1 Review chapter
- 2 Feedback and/or Discussion
- 3 Identify Recommendations for changes
- VIII **NOTICES AND ANNOUNCEMENTS**
- 7:30 D. Next Park Commission Meeting
- 1 CDAA available in April
- 2 Parks meeting 4/7/2020
- 7:35 IX **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 FEBRUARY 4, 2020 PARKS COMMISSION MEETING**  
**CITY OF DAYTON, MINNESOTA**

**JOINT MEETING WITH THE CITY COUNCIL**

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

Present: Park Commission Members: Chair: David Fashant, Doug Baines, Jack Jacobs, David Kline, Jack Prom

City Council Members Present: Mayor Tim McNeil, Bob O'Brien, Dennis Fisher, Julie Gustafson, and Jon Mellberg

Also, in attendance: City Administrator, Tina Goodroad; Associate Planner, Alec Henderson; Public Works Superintendent, Marty Farrell; Activity Center Coordinator Teresa Schmiedlin; Danny McCullough, Three Rivers Park District; Stephen Shurson, Three Rivers Park District; Stuart Crosby, SRF; Jonathan Fillmore, SRF.

**II. PLEDGE OF ALLEGIANCE**

**III. APPROVAL OF AGENDA**

*Baines motioned to approve, seconded by Kline. Motion carried.*

**IV. CONSENT AGENDA – 6:31 P.M.**

A. Approval of Parks Commission Minutes from 10-01-2019

Fashant stated October was spelt incorrectly.

B. Approval of Parks Commission Minutes from 12-03-2019

Fashant stated his name is David, not Jacob and asked the minutes to be changed.

*Baines motioned to approve, seconded by Prom. Motion carried.*

**V. OPEN FORUM – 6:32 P.M.**

No one present for open forum.

**VI. STAFF UPDATES – 6:32 P.M.**

Staff had no updates to present.

**VII. WORK SESSION – 6:33 P.M.**

McNeil stated the Parks Commission is meeting jointly with the City Council to align on goals, visions, and direction.

C. Diamond Lake Regional Trail with Three Rivers Park District

Stephen Shurson with Three Rivers Park District presented an overview of the trail system in the Dayton area. Mr. Shurson stated the goals of the trail are to provide connections and make the trail a destination trail. He presented the proposed timeline for Three Rivers to gather feedback from cities and the public. Mr. Crosby with SRF displayed a map with the Met Council's corridor for the Diamond Lake Regional Trail, options for trail routes, and crossing of I-94. The Council and Commission discussed several areas to run the trail or to avoid based on the 2040 Comprehensive Plan and the City's topography. Discussion included trail location options, connections, and trailheads. Mr. Shearson and Mr. Crosby explained the public engagement process including attending community events, open houses, and website tools.

D. Goal Setting Session

1. Discuss Goal Setting Questionnaire
2. Feedback and/or Discussion
3. Identify Recommendations and/or Action Items

Goodroad highlighted the results of the goal setting questionnaire completed by the Parks Commission and City Council. The Commission and Council provided feedback and suggestions.

What should we do in 2020: Goodroad explained the 2020 projects including construction of River Hills Park, completion of Sundance Woods Park, trail crossings at Jonquil Lane, Pineview/121, Rush Creek Parkway, and an underpass at Stephens Farm. Farrell presented additional 2020 projects at Donahue Dells and Old Orchards Park.

Looking out the next 2-3 years: Goodroad explained the status of the Park Dedication Fund and highlighted projects planned for the next several years. The Council and Commission discussed land acquisition, park dedication, and cash in lieu to construct parks as Dayton continues to develop. Discussion led to a recommendation to send letters to homeowners where parks would be desired to ask them to donate land. Gustafson recommending consulting a marketing firm to help craft the letter and sell the City's vision. The City is looking for 180 acres of additional park land.

Goodroad briefly reviewed additional results from the questionnaire and the Council and Commission discussed park tours, events, funding, snowmobile trails, park amenities, community engagement, and memorials.

Goodroad presented the future projects list and asked for additional feedback. Discussion centered around funding, the challenge of funding, and how to acquire additional funds for projects. Goodroad added snowmobile and horse trails, using volunteers for park projects, policy for memorials, a fundraising plan, acquisition of land on the Mississippi, and a park referendum.

Goodroad stated staff are spread thin and will need assistance from Council and Commission to work on the park related goals. Goodroad explained that Park Commission tours can occur in lieu of a meeting and if meetings do not have

sufficient agenda items, they will be cancelled. McNeil suggested the Park Commission meet at local parks and invite residents to the on-site meetings.

**VIII. NOTICES AND ANNOUNCEMENTS**

**E. Next Park Commission Meeting**

1. Identify Potential Agenda Topics
  - a. List of desired park amenities
  - b. Park Tours – can take place without staff present
  - c. CDAA Representatives
2. Identify Next Park Commission Meeting Date: March 3, 6:30 p.m.

**IX. ADJOURNMENT**

*Baines motioned to adjourn, seconded by Prom. Motion carried.*

***Adjournment at 8:51 P.M.***

Respectfully submitted,

Shari Kunza, Recording Secretary  
*TimeSaver Off Site Secretarial, Inc.*

**ITEM:**

DRAFT Parks and Trails Chapter – 2040 Comprehensive Plan

**PREPARED BY:**

Alec Henderson, Planner

**PRESENTER:**

Alec Henderson and Tina Goodroad

**POLICY DECISION / ACTION TO BE CONSIDERED:**

Review and Discuss draft Parks and Trails Chapter

**BACKGROUND:**

Attached is the draft Parks and Trails Chapter. Loucks has updated the Parks and Trails Maps. The intent of the draft chapter is to hit on all elements required by the Metropolitan Council.

**DISCUSSION:**

Park Commission should discuss the draft chapter and supply staff with comments. No action is required at this time. A public hearing will be held by the Planning Commission as part of the overall Comprehensive Plan Update.

**ATTACHMENTS:**

DRAFT CHAPTER